

Northwest Florida Water Management District
Governing Board Meeting Minutes
Thursday, December 13, 2018
District Headquarters
81 Water Management Drive, Havana, Florida 32333

1. Opening Ceremonies

Chairman George Roberts called the meeting to order at 1:10 p.m.

Brett Cyphers called the roll and a quorum was declared present.

Present: George Roberts, Chair; Jerry Pate, Vice Chair; John Alter, Secretary-Treasurer; Jon Costello; Gus Andrews; Bo Spring

Absent: Ted Everett; Nick Patronis

2. Special Thanks and Recognition

Nestlé Waters North America Inc. donated \$813,797 to the District to cover their costs for a conservation easement agreement focused on further protecting Cypress Spring.

Yamila Posey received the Outstanding IT Professional Award from the Agency for State Technology.

3. Additions, Deletions and Changes to the Agenda

None.

4. Approval of the Minutes for November 8, 2018

MOTIONED BY JOHN ALTER, SECONDED BY JON COSTELLO, THAT THE GOVERNING BOARD APPROVE THE MINUTES FOR NOVEMBER 8, 2018. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

5. Approval of the Financial Reports for the Month of October 2018

MOTIONED BY JON COSTELLO, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD APPROVE THE FINANCIAL REPORTS FOR THE MONTH OF OCTOBER 2018. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

6. Committee Reports and Recommendations for Board Action

Asset Management Committee:

Consideration of Request for Authorization to Declare and Dispose of Surplus Property

MOTIONED BY GUS ANDREWS, SECONDED BY BO SPRING, THAT THE GOVERNING BOARD APPROVE THE DECLARATION OF THE PROPERTY ITEMS LISTED BELOW AS SURPLUS, AUTHORIZE STAFF TO DISPOSE OF THE ITEMS

IN ACCORDANCE WITH ESTABLISHED PROCEDURES, AND REMOVE THEM FROM THE DISTRICT'S PROPERTY RECORDS. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

ID#	VIN Number	Year/Make/Model	Mileage	Purchase Price
1469	1FTRX14WX8KE91118	2008 – Ford F-150	199,897	\$22,854.25
00343	1FMPU16LO4LB142522014	2004 – Ford Expedition	203,601	\$24,560.00
2642	1FTEX1EWXAFC11502	2010 – Ford F-150	240,398	\$20,834.99
01276	1FDSX21526EA99583	2006 – Ford F-250	178,463	\$25,039.00
00716	2B5WB25Z81K522035	2001 – Dodge Van	39,619	\$19,745.00

Consideration of ITB 19B-003; 2019 Hand Planting Services for Reforestation and Groundcover Restoration

MOTIONED BY GUS ANDREWS, SECONDED BY JON COSTELLO, THAT THE GOVERNING BOARD APPROVE THE BIDS SUBMITTED IN RESPONSE TO ITB 19B-003 FOR 2019 HAND PLANTING SERVICES FOR REFORESTATION AND GROUNDCOVER RESTORATION AND AUTHORIZE THE EXECUTIVE DIRECTOR TO EXECUTE AN AGREEMENT WITH SUPERIOR FORESTRY SERVICE, INC. IN THE AMOUNT OF \$93,362.00 TO FACILITATE THIS WORK. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

Consideration of Resolution No. 843 to the Department of Environmental Protection for the Acquisition of the Circle H Properties Conservation Easement; Econfina Creek WMA

MOTIONED BY GUS ANDREWS, SECONDED BY BO SPRING, THAT THE GOVERNING BOARD APPROVE AND ADOPT RESOLUTION NO. 843 TO DEPARTMENT OF ENVIRONMENTAL PROTECTION FOR ACQUISITION OF THE CIRCLE H PROPERTIES CONSERVATION EASEMENT IN THE ECONFINA CREEK WMA. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

Delegation of Spending Authority for Prescribed Burning and Vegetation Management Services Task Orders

MOTIONED BY GUS ANDREWS, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO ISSUE INDIVIDUAL OR CUMULATIVE TASK ORDERS THAT EXCEED THE DELEGATED SPENDING AUTHORITY TO B&B DUGGER, INC., MONROE FOREST & WILDLIFE MANAGEMENT, AND WILDLANDS SERVICES, INC., FOR PRESCRIBED BURNING AND VEGETATION MANAGEMENT SERVICES PROCURED THROUGH RFP 19-001. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

7. Hurricane Michael Response Issues and Recommendations

MOTIONED BY JOHN ALTER, SECONDED BY JON COSTELLO, THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO AWARD AND EXECUTE CONTRACTS WITH QUALIFIED DEBRIS CONTRACTORS AS IT RELATES TO HURRICANE MICHAEL RECOVERY EFFORTS AND DELEGATE SPENDING AUTHORITY TO THE EXECUTIVE DIRECTOR FOR SUCH CONTRACTS. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

MOTIONED BY BO SPRING, SECONDED BY GUS ANDREWS, THAT THE GOVERNING BOARD AUTHORIZE THE EXECUTIVE DIRECTOR TO AWARD AND EXECUTE ALTERNATIVE/SALVAGE TIMBER SALE CONTRACTS AND DELEGATE SPENDING AUTHORITY TO THE EXECUTIVE DIRECTOR FOR SUCH CONTRACTS. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

8. Consideration of Fiscal Year 2019-2020 Preliminary Budget

MOTIONED BY BO SPRING, SECONDED BY GUS ANDREWS, THAT THE GOVERNING BOARD APPROVE THE FISCAL YEAR 2019-2020 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, 2019. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

9. 2018 Water Supply Assessment Update and Recommendation for Regional Water Supply Planning

MOTIONED BY BO SPRING, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD DETERMINE THAT THE REGIONAL WATER SUPPLY PLAN FOR REGION II (OKALOOSA, SANTA ROSA, AND WALTON COUNTIES) BE CONTINUED; THE REGIONAL WATER SUPPLY PLAN FOR REGION III (BAY COUNTY) BE DISCONTINUED; AND THAT NO NEW REGIONAL WATER SUPPLY PLANS ARE REQUIRED. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

10. Executive Director's Performance Evaluation

MOTIONED BY GEORGE ROBERTS, SECONDED BY JOHN ALTER, THAT THE GOVERNING BOARD ACCEPT THE EVALUATIONS AND CONTINUE BRETT CYPHERS EMPLOYMENT ON HIS CURRENT TERMS. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

11. Public Hearing on Consideration of Regulatory Matters

George Roberts called the public hearing to order at 3:12 p.m.

A-1 Applicant: Auburn Water System, Inc.
App. No.: 2B-091-94-8
Use: Public Supply

MOTIONED BY BO SPRING, SECONDED BY GUS ANDREWS, THAT THE GOVERNING BOARD APPROVE APPLICATION NO. 2B-091-94-8, AUBURN WATER SYSTEM, INC., PER THE RECOMMENDATIONS AND CONDITIONS OF THE STAFF REPORTS AND PER THE TERMS AND CONDITIONS OF THE PERMIT DOCUMENTS. NO PUBLIC COMMENT WAS GIVEN. MOTION CARRIED.

12. Technical Assessment for St. Marks River Rise Minimum Flow

Informational purposes only.

13. Legislative Overview

Informational purposes only.

14. Legal Counsel Report

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

Northwest Florida Water Management District v. Ox Bottom Mortgage Holdings, LLC; OB Homes of Tallahassee, LLC; G&A Lloyd, LLC; Golden Oak Land Group, LLC; and Ox Bottom Thomasville, LLC, Leon County Circuit Court Case No. 2018 CA 001831.

Meeting was adjourned at 3:31 p.m.

Chair

January 24, 2018

Date

Executive Director

Agency Clerk

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
Financial Report
Summary Statement of Receipts, Disbursements & Cash Balances
For Month Ending November 30, 2018

Balance Forward - Operating Funds \$38,604,433.96

Operating Funds Received in current month:

Revenue Receipts, Current	\$552,510.63	
Contracts Receivable	6,077,150.00	
Other Deposits/Refunds/Adjustments	42,553.27	
Transfers from Lands Accounts	0.00	
Total Deposits during month	6,672,213.90	

Total Deposits and Balance Forward \$ 45,276,647.86

Disbursements:

Employee Salaries	568,975.14	
Employee Benefits	324,763.53	
Employee Flexible Spending Account	0.00	
Contractual Services (Professional)	122,682.73	
Operating Expenses - Services	150,290.81	
Operating Expenses - Commodities	12,420.57	
Operating Capital Outlay	918,325.66	
Grants and Aids	80,851.20	
Total Operating Expenses during month	2,178,309.64	
Payables, Prior Year	225,380.80	
Other Disbursements or (Credits)	33,428.15	
Total Funds Disbursed by check during month	2,437,118.59	
Bank Debits (Fees, Deposit Slips, etc.)	0.00	
Transfer to Land Acquisition Account	0.00	
Total Funds Disbursed	2,437,118.59	

Cash Balance Operating Funds at month end \$ 42,839,529.27

Operating Depositories:

Petty Cash Fund	250.25	
Bank of America:		
General Fund Checking	5,711,978.80	
Payroll Account	6,400.74	
Investment Accounts:		
Fla. Board of Administration @ 2.44%		
General Fund	14,554,664.21	
Lands Fee Fund	6,240,836.73	
SWIM Fund	105,225.67	
Springs Protection	56.28	
Mitigation Fund	16,220,116.59	

Total Operating Depositories at month end \$ 42,839,529.27

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
Financial Report
Summary Statement of Receipts, Disbursements & Cash Balances
For Month Ending November 30, 2018

Land Acquisition Funds:

Fla. Board of Administration @ 2.44%	\$	290,148.91	
Total Land Acquisition Funds			290,148.91

Restricted Management Funds:

Fla. Board of Administration Phipps Land Management Account @ 2.44%	\$	67,429.92	
Total Land Acquisition Funds			67,429.92

Total Land Acquisition, and Restricted Management Funds			<u>357,578.83</u>
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TOTAL OPERATING, LAND ACQUISITION, & RESTRICTED FUNDS AT MONTH END			<u><u>\$ 43,197,108.10</u></u>
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Approved: _____
Chairman or Executive Director

Date: January 24, 2019

Northwest Florida Water Management District
Statement of Sources and Uses of Funds
For the Period ending November 30, 2018
(Unaudited)

	Current Budget	Actuals Through 11/30/2018	Variance (under)/Over Budget	Actuals As A % of Budget
Sources				
Ad Valorem Property Taxes	\$ 3,433,483	\$ 454,835	\$ (2,978,648)	13%
Intergovernmental Revenues	56,042,538	9,502,363	(46,540,175)	17%
Interest on Invested Funds	144,939	152,808	7,869	105%
License and Permit Fees	396,438	62,010	(334,428)	16%
Other	6,170,184	30,763	(6,139,421)	0%
Fund Balance	22,625,033		(22,625,033)	0%
Total Sources	\$ 88,812,615	\$ 10,202,780	\$ (78,609,835)	11%

	Current Budget	Expenditures	Encumbrances ¹	Available Budget	%Expended	%Obligated ²
Uses						
Water Resources Planning and Monitoring	\$ 6,731,966	\$ 468,534	\$ 81,520	\$ 6,181,912	7%	8%
Acquisition, Restoration and Public Works	52,879,766	1,039,794	108,350	51,731,623	2%	2%
Operation and Maintenance of Lands and Works	3,909,865	468,390	464,739	2,976,736	12%	24%
Regulation	3,853,031	522,202	68,447	3,262,382	14%	15%
Outreach	133,559	18,621	8,200	106,738	14%	20%
Management and Administration	1,950,351	298,286	21,329	1,630,736	15%	16%
Total Uses	\$ 69,458,538	\$ 2,815,827	\$ 752,584	\$ 65,890,126	4%	5%
Reserves	19,354,077			19,354,077	0%	0%
Total Uses and Reserves	\$ 88,812,615	\$ 2,815,827	\$ 752,584	\$ 85,244,203	3%	4%

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, 2018, and covers the interim period since the most recent audited financial statements.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

GENERAL FUND

NOVEMBER 2018

CHECKS	11/1/2018	\$	239,339.79
AP EFT CHECKS	11/2/2018		5,840.00
DIRECT DISBURSEMENT	11/2/2018		995.00
CHECKS	11/8/2018		295,940.79
AP EFT CHECKS	11/9/2018		7,259.19
DIRECT DISBURSEMENT	11/8/2018		824,857.50
CHECKS	11/15/2018		119,474.84
AP EFT CHECKS	11/16/2018		625.50
DIRECT DISBURSEMENT	11/16/2018		150.00
CHECKS	11/30/2018		289,480.28
AP EFT CHECKS	11/30/2018		34,362.70
RETIREMENT EFT	11/30/2018		54,289.55
RTC PAYMENT	11/30/2018		445.22
		\$	<u><u>1,873,060.36</u></u>

Chairman or Executive Director

January 24, 2019
Date

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

AP COMPUTER PAID/EFT CHECKS

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
4522	AECOM TECHNICAL SERVICES, INC	11/01/2018	2,517.00	NWFWMD JACKSON CO PMR
95	AT&T	11/01/2018	215.02	PHONES-EFO
2197	A J TROPHIES & AWARDS INC	11/01/2018	68.95	AWARD FOR RIVER AND BAY CHAMPION
2992	BANK OF AMERICA	11/01/2018	1,447.58	ACCOUNT ANALYSIS, EPERMITTING BOA DIRECT
325	BAY CO. PROPERTY APPRAISER	11/01/2018	2,228.50	1ST QTR FY 18-19
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	11/01/2018	657.04	MEDICARE INSURANCE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	11/01/2018	1,502.18	RETIREE INSURANCE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	11/01/2018	55,617.83	EMPLOYEE MEDICAL INSURANCE
1617	CAPITAL HEALTH PLAN	11/01/2018	82,049.02	EMPLOYEE MEDICAL INSURANCE
5554	COMCAST	11/01/2018	140.97	INTERNET- MARIANNA FIELD OFFICE
97	THE DEFUNIAK HERALD	11/01/2018	30.38	WATER USE PERMIT LEGAL AD
4264	DELL SECUREWORKS	11/01/2018	1,799.00	QUALYSGUARD EXPRESS
1859	FL DEPT. OF ENVIRONMENTAL PROTECTION	11/01/2018	653.17	QUARTERLY INTEREST
744	DEPT. OF THE INTERIOR - USGS	11/01/2018	19,887.25	HYDROLOGIC DATA COLLECTION
2972	EDWARDS FIRE PROTECTION, INC.	11/01/2018	581.50	FIRE EXTINGUISHER INSPECTION AT EFO
3399	FLORIDA STORMWATER ASSOC., INC.	11/01/2018	576.00	FSA WINTER CONFERENCE REGISTRA
5410	GUARDIAN AUTOMOTIVE	11/01/2018	30.00	OPEN PURCHASE ORDER FOR RMD.
2029	HILLER SYSTEMS, INC	11/01/2018	123.00	FIRE EXTINGUISHER INSPECTION -
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/01/2018	268.62	COPIER LEASE FOR ADMIN/RMD
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/01/2018	322.72	COPIER LEASE FOR ADMIN/RMD
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/01/2018	1,111.56	COPIER LEASE RENEWALS
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/01/2018	297.19	COPIER LEASE RENEWALS
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/01/2018	227.80	COPIER LEASE RENEWALS
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/01/2018	273.22	COPIER LEASE RENEWALS
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/01/2018	242.34	COPIER LEASE RENEWALS
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/01/2018	133.07	COPIER LEASE RENEWALS
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/01/2018	118.92	COPIER LEASE RENEWALS
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/01/2018	531.66	COPIER LEASE RENEWALS
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/01/2018	300.83	COPIER LEASE RENEWALS
76	LEON COUNTY PROPERTY APPRAISER	11/01/2018	2,417.70	1ST QTR FY 18-19
3266	LOWE'S COMPANIES INC.	11/01/2018	23.74	AMERICAN AND STATE OF FLORIDA
4873	MAIN STREET AUTOMOTIVE, INC.	11/01/2018	187.59	NEW TIRE - WMD #2413
1205	OFFICE DEPOT, INC.	11/01/2018	70.14	OFFICE SUPPLIES
4484	PROGRESSIVE SOLUTIONS, LLC	11/01/2018	16,756.00	HERBICIDE APPLICATION FOR BRUS
4985	SHAW MOVING & STORAGE, INC.	11/01/2018	1,875.00	CRESTVIEW MOVE
4091	THE SHOE BOX	11/01/2018	188.25	UNIFORM ORDER FOR JACKSON ANTH

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

AP COMPUTER PAID/EFT CHECKS

4720	SOUTHWOOD SHARED RESOURCE CENTER	11/01/2018	485.00	OFFSITE DATA STORAGE
4799	STAPLES CONTRACT & COMMERCIAL, INC.	11/01/2018	189.12	OFFICE SUPPLIES
4799	STAPLES CONTRACT & COMMERCIAL, INC.	11/01/2018	(82.76)	CREDIT FOR RETURNED OFFICE SUPPLIES
4832	SUN LIFE FINANCIAL	11/01/2018	61.34	PREPAID DENTAL- ACCT 5
4832	SUN LIFE FINANCIAL	11/01/2018	5,315.84	REGULAR DENTAL- ACCT 4 PPO
4834	SUN LIFE FINANCIAL	11/01/2018	955.92	LIFE & AD&D-ACCT 1
4833	SUN LIFE FINANCIAL	11/01/2018	1,229.54	VOL LTD INSURANCE
3696	URS CORPORATION	11/01/2018	15,000.00	LOWER OCHLOCKONEE RSK MAP
3696	URS CORPORATION	11/01/2018	10,450.00	COASTAL HAZ SSS UPDATE
3696	URS CORPORATION	11/01/2018	8,271.00	COASTAL STUDY PM & COORD TO 90
5218	WAGEWORKS, INC.	11/01/2018	137.70	FLEXIBLE SPENDING ACCOUNT ADMI
75	WALTON COUNTY PROPERTY APPRAISER	11/01/2018	1,704.03	1ST QTR FY 18-19
4626	WASTE PRO OF FLORIDA, INC	11/01/2018	152.32	SOLID WASTE-HQ

TOTAL CHECKS

239,339.79

1892	STEVE L. BROWN	11/02/2018	220.00	TRAVEL REIMBURSEMENT
5124	CHRISTOPHER MICHAEL KENT	11/02/2018	220.00	TRAVEL REIMBURSEMENT
3813	PENNINGTON, P.A.	11/02/2018	460.00	LEGAL COUNSEL
3813	PENNINGTON, P.A.	11/02/2018	4,500.00	LEGAL COUNSEL
5365	AARON WAITS	11/02/2018	220.00	TRAVEL REIMBURSEMENT
5099	DANIEL WESLEY	11/02/2018	220.00	TRAVEL REIMBURSEMENT

TOTAL ACH TRANSFER

5,840.00

5556	REFUND OPAY	11/02/2018	100.00	REFUND - P 284221 BRIDGET KIMB
5557	REFUND VELOCITY	11/02/2018	25.00	SINGLEY CONSTRUCTION CO INC WE
5556	REFUND OPAY	11/02/2018	100.00	MARK SCHUSTER P284166-1 REFUND
5556	REFUND OPAY	11/02/2018	250.00	RANDI PEDDIE 284222 TRANSFER R
5556	REFUND OPAY	11/02/2018	100.00	JAMES NEFF P284122 REFUND
5556	REFUND OPAY	11/02/2018	100.00	SANDCO INC, P284216-1 REFUND
5556	REFUND OPAY	11/02/2018	320.00	ERIC GOOCH P284209 REFUND WITH

TOTAL DIRECT DISBURSEMENT

995.00

TOTAL AP

246,174.79

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

AP COMPUTER PAID/EFT CHECKS

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
5028	AQUATIC INFORMATICS INC	11/08/2018	20,927.96	AQUARIUS LICENSE RENEWAL
4180	BA MERCHANT SERVICES	11/08/2018	135.85	TRANSACTION FEES FOR E-PERMITTING
5499	BCC WASTE SOLUTIONS, LLC	11/08/2018	217.00	DUMPSTER FOR ECONFINA OFFICE A
3771	CHOCTAWHATCHEE BASIN ALLIANCE	11/08/2018	22,601.80	RESTORATION PROGRAM
4201	CITY OF CHIPLEY	11/08/2018	50,516.73	HWY 77/I-10 INFRASTRUCTURE IMP
3524	CITY OF CRESTVIEW	11/08/2018	35.30	WATER/SEWER- CRESTVIEW FIELD OFFICE
1948	DELL MARKETING L.P.	11/08/2018	6,839.82	18 DELL MONITORS
45	DMS	11/08/2018	39.46	CRESTVIEW LONG DISTANCE
45	DMS	11/08/2018	31.87	AIR CARDS & HOTSPOTS
45	DMS	11/08/2018	2.93	CONFERENCE CALLS
45	DMS	11/08/2018	720.42	CRESTVIEW LOCAL PHONES
45	DMS	11/08/2018	1,909.36	ST JOHNS CONNECTION
45	DMS	11/08/2018	48.88	CONFERENCE CALLS
45	DMS	11/08/2018	1,276.31	LOCAL PHONES- HQ
45	DMS	11/08/2018	189.41	LONG DISTANCE- HQ
45	DMS	11/08/2018	70.00	LOCAL PHONES- MILTON
45	DMS	11/08/2018	3.11	LONG DISTANCE- MILTON
45	DMS	11/08/2018	8,156.93	ETHERNET- ALL
45	DMS	11/08/2018	0.27	WEB SERVER
2171	ESRI, INCORPORATED	11/08/2018	86,000.00	ESRI ENTERPRISE ADVANTAGE PROG
391	GADSDEN COUNTY TAX COLLECTOR	11/08/2018	119.55	TAG & TITLE REGISTRATION FOR L
4187	INTERA, INC.	11/08/2018	8,507.48	WATER RESOURCE EVALUATIONS
63	NORTHWEST FLORIDA DAILY NEWS	11/08/2018	758.37	TRIM ADVERTISEMENT
1205	OFFICE DEPOT, INC.	11/08/2018	61.06	CALENDARS/OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	11/08/2018	68.90	CALENDARS/OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	11/08/2018	17.23	OFFICE MOVING SUPPLIES
1205	OFFICE DEPOT, INC.	11/08/2018	60.55	OFFICE SUPPLIES
62	PENSACOLA NEWS-JOURNAL	11/08/2018	145.06	WATER USE PERMIT LEGAL AD
105	TALLAHASSEE DEMOCRAT	11/08/2018	226.24	NOTICE OF FINAL AGENCY ACTION
105	TALLAHASSEE DEMOCRAT	11/08/2018	102.22	LEGAL AD
105	TALLAHASSEE DEMOCRAT	11/08/2018	73.81	NOTICE OF RULE DEVELOPMENT
107	TALLAHASSEE STAMP CO.	11/08/2018	116.20	OFFICE SUPPLIES
110	TALQUIN ELECTRIC COOPERATIVE, INC.	11/08/2018	258.34	WATER- HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	11/08/2018	3,474.37	ELECTRIC- HQ
110	TALQUIN ELECTRIC COOPERATIVE, INC.	11/08/2018	87.17	SECURITY LIGHTS- HQ
5555	TAMPA TRUCK CENTER, LLC	11/08/2018	79,706.57	2019 FREIGHTLINER M2-106 CHASS

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

AP COMPUTER PAID/EFT CHECKS

4557	VERIZON WIRELESS	11/08/2018	1,033.83	JETPACK & AIR CARDS
4557	VERIZON WIRELESS	11/08/2018	115.51	CELL PHONES
4557	VERIZON WIRELESS	11/08/2018	850.17	JETPACKS
5218	WAGeworks, INC.	11/08/2018	254.75	FLEXIBLE SPENDING ACCOUNT ADMI
4774	JOHN T WILLIAMSON	11/08/2018	180.00	JANITORIAL SERVICES FOR MILTON

TOTAL CHECKS

295,940.79

3228	AMANDA BEDENBAUGH	11/09/2018	256.16	TRAVEL REIMBURSEMENT
5450	CAITLIN BRONGEL	11/09/2018	355.95	TRAVEL REIMBURSEMENT
3904	DADE PAPER & BAG COMPANY	11/09/2018	132.50	SINGLE FOLD PAPER TOWELS FOR HQ
4961	PETER FOLLAND	11/09/2018	126.00	TRAVEL REIMBURSEMENT
3942	A & W VENTURES, L.C.	11/09/2018	156.34	PORTABLE TOILET FOR PHIPPS PAR
5358	ROSS HUTTO	11/09/2018	77.20	TRAVEL REIMBURSEMENT
2268	INNOVATIVE OFFICE SOLUTIONS, INC	11/09/2018	300.00	REMOVE/REINSTALL PHONE SYSTEM
2268	INNOVATIVE OFFICE SOLUTIONS, INC	11/09/2018	837.00	PHONE MAINTENANCE
5368	KOUNTRY RENTAL NWF, INC.	11/09/2018	4,291.00	RENTAL AND SERVICE OF PORTABLE
1095	TYLER MACMILLAN	11/09/2018	157.84	EMPLOYEE REIMBURSEMENT
5257	GARY MEREDITH	11/09/2018	366.00	TRAVEL REIMBURSEMENT
3823	KENNETH ANDREW ROACH	11/09/2018	126.00	TRAVEL REIMBURSEMENT
5359	MICHAEL RUNDEL	11/09/2018	77.20	TRAVEL REIMBURSEMENT

TOTAL ACH TRANSFER

7,259.19

4605	PENNINGTON LAW FIRM TRUST ACCOUNT	11/08/2018	824,857.50	CYPRESS SPRINGS CONSERVATION EASEMENT PURCHASE
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TOTAL DIRECT DISBURSEMENT

824,857.50

TOTAL AP

1,128,057.48

**NORTHWEST FLORIDA WATER MANAGMENT DISTRICT
AP COMPUTER PAID/EFT CHECKS**

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
3985	STEADHAM ENTERPRISES, INC.	11/15/2018	99.31	CHAIN SAW REPAIR
3985	STEADHAM ENTERPRISES, INC.	11/15/2018	105.19	CHAIN SAW REPAIR
2967	BANK OF AMERICA	11/15/2018	369.90	DOMAIN NAME RENEWAL FOR NFWFAT
2967	BANK OF AMERICA	11/15/2018	230.00	SHRUG REGISTRATION
2967	BANK OF AMERICA	11/15/2018	795.93	HURRICANE MICHAEL SUPPLIES FOR
2967	BANK OF AMERICA	11/15/2018	100.00	VERIFICATION OF PERMIT EXEMPTI
2967	BANK OF AMERICA	11/15/2018	5,172.00	P-CARD PURCHASES
3640	GLASS PRO SHOP, INC	11/15/2018	100.00	P284275 GLASS PRO SHOP INC REF
4559	CITY OF CARRABELLE	11/15/2018	21,799.25	LIGHTHOUSE ESTATES SEPTIC TO S
3126	DEWBERRY ENGINEERS, INC	11/15/2018	15,243.55	RISK MAP PROGRAM SUPPORT
4748	EAST MILTON WATER SYSTEM	11/15/2018	10.00	WATER-MILTON FIELD OFFICE
2701	FLORIDA MUNICIPAL INSURANCE TRUST	11/15/2018	579.70	WC DEDUCTIBLE
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	11/15/2018	32.20	FAR AD FOR OCTOBER GB MEETING
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	11/15/2018	3.78	FAR AD FOR OCTOBER GB MEETING
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	11/15/2018	32.90	FAR AD FOR OCTOBER GB MEETING
65	GADSDEN COUNTY TIMES	11/15/2018	41.12	WATER USE PERMIT LEGAL AD
65	GADSDEN COUNTY TIMES	11/15/2018	41.12	WATER USE PERMIT LEGAL AD
65	GADSDEN COUNTY TIMES	11/15/2018	41.12	WATER USE PERMIT LEGAL AD
65	GADSDEN COUNTY TIMES	11/15/2018	41.12	WATER USE PERMIT LEGAL AD
916	GULF POWER COMPANY	11/15/2018	439.42	ELECTRIC- CRESTVEIW FIELD OFFICE
916	GULF POWER COMPANY	11/15/2018	498.30	ELECTRIC- MILTON FIELD OFFICE
2029	HILLER SYSTEMS, INC	11/15/2018	296.50	FIRE EXTINGUISHER INSPECTION -
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/15/2018	256.28	COPIER LEASE RENEWALS
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/15/2018	131.82	COPIER LEASE RENEWALS
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/15/2018	221.03	COPIER LEASE RENEWALS
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/15/2018	275.65	COPIER LEASE RENEWALS
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/15/2018	300.83	COPIER LEASE RENEWALS
698	KONICA MINOLTA BUSINESS SOLUTIONS USA	11/15/2018	179.38	COPIER LEASE RENEWALS
2299	LIBERTY COUNTY SOLID WASTE	11/15/2018	32.00	SOLID WASTE- FL RIVER
5227	MAC'S AUTO SERVICE	11/15/2018	838.05	REPAIRS TO WMD-2436
5146	MICHAEL CORRIE MANNION	11/15/2018	431.20	STAFF AUGMENTATION FOR CUSTOM
5550	NORTHSTAR CONTRACTING GROUP, INC.	11/15/2018	2,323.50	PHASE I ESA AND BASELINE REPOR
63	NORTHWEST FLORIDA DAILY NEWS	11/15/2018	135.15	WATER USE PERMIT LEGAL AD
5414	OFFICE BUSINESS SYSTEMS, INC.	11/15/2018	20.30	COPIER MAINTENANCE RENEWAL
5414	OFFICE BUSINESS SYSTEMS, INC.	11/15/2018	79.16	COPIER MAINTENANCE RENEWAL
5414	OFFICE BUSINESS SYSTEMS, INC.	11/15/2018	13.62	COPIER MAINTENANCE RENEWAL

**NORTHWEST FLORIDA WATER MANAGMENT DISTRICT
AP COMPUTER PAID/EFT CHECKS**

1205	OFFICE DEPOT, INC.	11/15/2018	196.66	OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	11/15/2018	50.58	OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	11/15/2018	20.18	OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	11/15/2018	17.14	OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	11/15/2018	47.70	OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	11/15/2018	(8.60)	REFUND FOR OFFICE SUPPLIES
5610	OKALOOSA-WALTON SECURITY & SURVEILLANCE	11/15/2018	2,494.33	SECURITY EQUIPMENT
62	PENSACOLA NEWS-JOURNAL	11/15/2018	1,714.67	TRIM ADVERTISEMENT
2631	WASHINGTON COUNTY SHERIFF'S OFFICE	11/15/2018	12,019.80	LAW ENFORCEMENT AND SECURITY
5280	HORACE WILLIAMS	11/15/2018	21,250.00	AG BMP COST SHARE / CROP ROTAT
5565	JAMES H WILLIAMS	11/15/2018	30,362.00	AG BMP COST SHARE/CROP ROTATIO

TOTAL CHECKS

119,474.84

4125	KATHLEEN COATES	11/16/2018	47.00	TRAVEL REIMBURSEMENT
4125	KATHLEEN COATES	11/16/2018	79.00	TRAVEL REIMBURSEMENT
4961	PETER FOLLAND	11/16/2018	146.00	TRAVEL REIMBURSEMENT
5368	KOUNTRY RENTAL NWF, INC.	11/16/2018	207.50	CLEANING OF ECONFINA OFFICE AN
3823	KENNETH ANDREW ROACH	11/16/2018	146.00	TRAVEL REIMBURESEMENT

TOTAL ACH TRANSFER

625.50

5556	REFUND OPAY	11/16/2018	150.00	BETHANY WOMACK P18394-1 REFUND
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TOTAL DIRECT DISBURSEMENT

150.00

TOTAL AP

120,250.34

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
AP COMPUTER PAID/EFT CHECKS

VENDOR	NAME	CHECK DATE	INVOICE NET	INVOICE DESCRIPTION
3985	STEADHAM ENTERPRISES, INC.	11/30/2018	107.95	CHAIN SAW REPAIR
3985	STEADHAM ENTERPRISES, INC.	11/30/2018	119.19	CHAIN SAW REPAIR
3985	STEADHAM ENTERPRISES, INC.	11/30/2018	100.41	CHAIN SAW REPAIR
4923	JOHN ALTER	11/30/2018	78.32	GOVERNING BOARD MEETING
96	APALACHICOLA/CARRABELLE TIMES	11/30/2018	99.80	NOTICE OF RULE DEVELOPMENT
2197	A J TROPHIES & AWARDS INC	11/30/2018	306.45	PARTNER OF THE YEAR
2967	BANK OF AMERICA	11/30/2018	154.35	OFFICE-COMPUTER EQUIPMENT
2992	BANK OF AMERICA	11/30/2018	343.18	ONLINE ACCESS TO BANK ACCOUNT
2992	BANK OF AMERICA	11/30/2018	225.00	PAYMENT PORTEL FOR E-PERMITTIN
2992	BANK OF AMERICA	11/30/2018	825.96	ACCOUNT ANALYSIS
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	11/30/2018	328.52	RETIREE MEDICAL INURANCE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	11/30/2018	50,579.96	EMPLOYEE MEDICAL INSURANCE
1616	BLUE CROSS/BLUE SHIELD OF FLORIDA	11/30/2018	1,502.18	RETIREE MEDICAL INSURANCE
4742	BRECK BRANNEN	11/30/2018	88.11	GOVERNING BOARD MEETING
5616	BURNETTE CONSULTING, INC.	11/30/2018	100.00	P284413 BURNETTE CONSULTING R
1617	CAPITAL HEALTH PLAN	11/30/2018	80,925.73	EMPLOYEE MEDICAL INSURANCE
3524	CITY OF CRESTVIEW	11/30/2018	36.05	WATER SEWER- CRESTVIEW FIELD OFFICE
4676	CITY OF MILTON FLORIDA	11/30/2018	66.34	DUMPSTER SERVICE
4676	CITY OF MILTON FLORIDA	11/30/2018	19.36	SEWER-MILTON FIELD OFFICE
3289	CITY OF TALLAHASSEE	11/30/2018	88.52	LAKESHORE
4754	CUMMINS POWER SOUTH	11/30/2018	517.82	EMERGENCY REPAIR TO STAND BY G
3126	DEWBERRY ENGINEERS, INC	11/30/2018	10,185.00	RISK MAP PROGRAM SUPPORT
45	DMS	11/30/2018	109.59	CRESTVIEW LOCAL PHONES
4855	ENVIRON SERVICES INCORPORATED	11/30/2018	2,583.34	JANITORIAL SERVICES, HEADQUART
5298	TED EVERETT	11/30/2018	72.98	GOVERNING BOARD MEETING
1292	FISHER SCIENTIFIC	11/30/2018	372.12	LAB SUPPLIES
4807	WEX BANK	11/30/2018	7,439.27	FUEL
4807	WEX BANK	11/30/2018	50.00	WEX TELEMATICS FLEET MANAGEMEN
4807	WEX BANK	11/30/2018	1,100.00	WEX TELEMATICS FLEET MANAGEMEN
4807	WEX BANK	11/30/2018	25.00	FLEET MANAGEMENT SYSTEM - LAND
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	11/30/2018	20.86	FAR AD FOR WATER SUPPLY ASSESS
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	11/30/2018	31.08	FAR AD FOR NOVEMBER GB MEETING
26	FL. SECRETARY OF STATE DIV OF ADMIN SERV	11/30/2018	77.98	RULEMAKING NOTICES
3492	GEOTECH ENVIRONMENTAL EQUIP, INC.	11/30/2018	480.00	3/8" X 1/2" X 500' ROLL POLYET
3492	GEOTECH ENVIRONMENTAL EQUIP, INC.	11/30/2018	720.00	3/8" X 1/2" X 500' ROLL POLYET

**NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
AP COMPUTER PAID/EFT CHECKS**

3420	GREASE PRO EXPRESS LUBE	11/30/2018	49.69	OIL CHANGE WMD
5566	JAMIE ALLEN GREEN	11/30/2018	27,030.00	AG BMP COST SHARE / CROP ROTAT
2291	GULF COAST ELECTRIC COOPERATIVE,INC	11/30/2018	358.56	ELECTRIC- EFO
5582	HOWARD HODGE, JR	11/30/2018	2,209.20	AGRICULTURAL BMP COST SHARE AG
61	JACKSON COUNTY FLORIDAN	11/30/2018	107.50	NOTICE OF RULE DEVELOPMENT
1717	JACKSON COUNTY PROPERTY APPRAISER	11/30/2018	563.63	1ST QTR FY 18-19
3603	JIM STIDHAM & ASSOCIATES, INC.	11/30/2018	3,293.74	WATER RESOURCE EVALUATIONS
5120	JOHNSON'S AUTO REPAIR, INC.	11/30/2018	50.87	OIL CHANGE TIRE ROTATION WMD2433
5120	JOHNSON'S AUTO REPAIR, INC.	11/30/2018	54.34	OIL CHANGE TIRE ROTATION WMD2429
5120	JOHNSON'S AUTO REPAIR, INC.	11/30/2018	50.87	OIL CHANGE TIRE ROTATION WMD0010
5120	JOHNSON'S AUTO REPAIR, INC.	11/30/2018	57.49	OIL CHANGE TIRE ROTATION WMD96204
5120	JOHNSON'S AUTO REPAIR, INC.	11/30/2018	57.49	OIL CHANGE TIRE ROTATION WMD96205
5120	JOHNSON'S AUTO REPAIR, INC.	11/30/2018	38.27	OIL CHANGE WMD0010
5120	JOHNSON'S AUTO REPAIR, INC.	11/30/2018	41.74	OIL CHANGE WMD2413
5120	JOHNSON'S AUTO REPAIR, INC.	11/30/2018	57.49	OIL CHANGE TIRE ROTATION WMD96206
5120	JOHNSON'S AUTO REPAIR, INC.	11/30/2018	46.99	OPEN PURCHASE ORDER FOR LANDS.
5120	JOHNSON'S AUTO REPAIR, INC.	11/30/2018	59.59	OPEN PURCHASE ORDER FOR LANDS.
5120	JOHNSON'S AUTO REPAIR, INC.	11/30/2018	40.37	OPEN PURCHASE ORDER FOR POOL V
277	LIBERTY CO. PROPERTY APPRAISER	11/30/2018	213.51	1ST QTR FY 18-19
63	NORTHWEST FLORIDA DAILY NEWS	11/30/2018	133.83	NOTICE OF RULE DVELOPMENT
1205	OFFICE DEPOT, INC.	11/30/2018	45.30	OFFICE SUPPLIES
1205	OFFICE DEPOT, INC.	11/30/2018	(34.40)	CREDIT FOR INV#228801247001
1205	OFFICE DEPOT, INC.	11/30/2018	40.38	BLUE FILE FOLDER
288	OKALOOSA CO. PROPERTY APPRAISER	11/30/2018	1,751.10	1ST QTR FY 18-19
64	PANAMA CITY NEWS HERALD	11/30/2018	123.00	NOTICE OF RULE DEVELOPMENT
4322	PANHANDLE FORESTRY SERVICES, INC.	11/30/2018	17,925.62	PERFORMANCE BOND REFUND
2663	PATIENTS FIRST LAKE ELLA MEDICAL CENTER, P.A.	11/30/2018	49.00	LABORATORY TESTING
4849	NICK PATRONIS	11/30/2018	40.94	GOVERNING BOARD MEETING
62	PENSACOLA NEWS-JOURNAL	11/30/2018	328.56	NOTICE OF RULE DEVELOPMENT
5444	PENSACOLA SHOE HOSPITAL & BOOT STORE	11/30/2018	159.95	SAFETY BOOTS-BROCK
4971	ROBERT "MIKE" SEEDERS PLUMBING, INC.	11/30/2018	202.00	DAMAGE TO DRAIN SYSTEM CLEAN O
4091	THE SHOE BOX	11/30/2018	23.00	DISTRICT HATS
519	SOUTHSIDE MOWER & MAGNETO RPR., INC	11/30/2018	112.22	CHAIN AND BAR FOR HURRICANE CL
4799	STAPLES CONTRACT & COMMERCIAL, INC.	11/30/2018	64.88	OFFICE SUPPLIES
4799	STAPLES CONTRACT & COMMERCIAL, INC.	11/30/2018	41.99	ADDING MACHINE
4832	SUN LIFE FINANCIAL	11/30/2018	61.34	PREPAID DENTAL ACCT 5

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

AP COMPUTER PAID/EFT CHECKS

4832	SUN LIFE FINANCIAL	11/30/2018	5,315.84	EMPLOYEE DENTAL PPO ACCT 4
4834	SUN LIFE FINANCIAL	11/30/2018	945.42	EMPLOYEE LIFE & AD&D
4833	SUN LIFE FINANCIAL	11/30/2018	1,229.54	VOL LTD INSURANCE
4955	TERRY'S HOME & LAWN MAINTENANCE, INC.	11/30/2018	3,401.90	PUBLIC RECREATION SITE CLEANUP
5336	TETRA TECH, INC	11/30/2018	40,662.00	AS NEEDED HYDROLOGICAL SERVICE
5242	MARSIGLIO & MURPHY DESIGN GROUP, INC.	11/30/2018	4,000.00	DISTRICT WEBSITE HOSTING
5242	MARSIGLIO & MURPHY DESIGN GROUP, INC.	11/30/2018	2,000.00	WEBSITE MAINTENANCE AND SUPPORT
5547	JERRY SHAFFER	11/30/2018	16,090.60	NEW F350 SERVICE BODY FOR LAB
5547	JERRY SHAFFER	11/30/2018	449.16	TOW HITCH FOR LAB F350
4038	WINDSTREAM COMMUNICATIONS	11/30/2018	55.35	EFO LONG DISTANCE AND &800#S

TOTAL CHECKS

289,480.28

1892	STEVE L. BROWN	11/30/2018	116.00	TRAVEL REIMBURSEMENT
4845	CALHOUN COUNTY SHERIFF'S OFFICE	11/30/2018	114.36	CALHOUN CO SHERIFF-LAW ENFCMT/
4961	PETER FOLLAND	11/30/2018	146.00	TRAVEL REIMBURSEMENT
3337	FORESTECH CONSULTING	11/30/2018	5,295.00	STRATEGIC PLANNING MODEL COMPL
3337	FORESTECH CONSULTING	11/30/2018	8,790.00	RAPID HURRICANE DAMAGE ASSESSM
3337	FORESTECH CONSULTING	11/30/2018	375.00	SUPPORT AND HOSTING FOR LAND M
5172	FREDDIE WILBON	11/30/2018	750.00	JANITORIAL SERVICES FOR CFO
4607	MAIL FINANCE INC	11/30/2018	482.00	MAILING SYSTEMS FOR HQ, CRESTV
3942	A & W VENTURES, L.C.	11/30/2018	156.34	PORTABLE TOILET FOR PHIPPS PAR
5124	CHRISTOPHER MICHAEL KENT	11/30/2018	116.00	TRAVEL REIMBURSEMENT
3813	PENNINGTON, P.A.	11/30/2018	15,280.00	LEGAL COUNSEL
3813	PENNINGTON, P.A.	11/30/2018	2,480.00	LEGAL COUNSEL
3823	KENNETH ANDREW ROACH	11/30/2018	146.00	TRAVEL REIMBURSEMENT
5099	DANIEL WESLEY	11/30/2018	116.00	TRAVEL REIMBUSREMENT

TOTAL ACH TRANSFER

34,362.70

TOTAL AP

323,842.98

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

SCHEDULE OF DISBURSEMENTS

PAYROLL

NOVEMBER 2018

DIRECT DEPOSIT	11/09/2018	\$	207,403.65
CHECKS	11/09/2018		3,787.39
FLEX SPENDING EFT	TF0011		1,604.31
DIRECT DEPOSIT	11/16/2018		131,252.35
DIRECT DEPOSIT	11/21/2018		215,550.69
CHECKS	11/21/2018		2,855.53
FLEX SPENDING EFT	TF0014		1,604.31
		\$	<u><u>564,058.23</u></u>

APPROVED:

Chairman or Executive Director

January 24, 2019

Date

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Brett J. Cyphers, Executive Director
Guy Gowens, Chief of Staff

FROM: Wendy Dugan, Division of Administration Director

DATE: January 10, 2019

SUBJECT: Consideration of Amendment No. 1 to Fiscal Year 2018-2019 Budget

Recommendation

Staff recommends the Governing Board adopt Resolution No. 844 amending the Fiscal Year 2018-2019 budget and allow staff to realign revenues and reserves to maintain the proper balance in each fund.

Background

Chapter 373.536(4), Florida Statutes, allows the District to amend the budget after adoption for reasons that include the use of unanticipated revenue and for emergency purposes. Due to substantial debris resulting from Hurricane Michael, the District requests using \$1,000,000 from available General Fund Balance Reserves for emergency debris removal and disposal services within the Northwest Florida Water Management District. Funds would be added to Activity 310 Land Management in Contracted Services and will increase the District's total FY 2018-2019 budget by \$1,000,000.

This request was submitted to the Executive Office of the Governor (EOG) on January 4, 2019, for EOG approval.



Brett J. Cyphers
Executive Director

Northwest Florida Water Management District

81 Water Management Drive, Havana, Florida 32333-4712

(U.S. Highway 90, 10 miles west of Tallahassee)

Phone: (850) 539-5999 • Fax: (850) 539-2777

RESOLUTION NO. 844 AMENDMENT NO. 1 TO FISCAL YEAR 2018-2019 BUDGET

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

WHEREAS, by Resolution No. 840, after a public hearing on September 27, 2018, the Governing Board of the District adopted a final budget for the District covering its proposed operations and other requirements for the ensuing fiscal year, beginning October 1, 2018 through September 30, 2019; and

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

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

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

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

The Budget is hereby amended to add \$1,000,000 from available General Fund balance reserves to the District's total FY 2018-2019 budget for emergency debris removal and disposal within the Northwest Florida Water Management District related to damages received from Hurricane Michael. The additional General Fund balance reserves are equal to the requested budget authority in Activity 310 Land Management within the spending category of Contracted Services, thereby increasing the District's total FY 2018-2019 budget by \$1,000,000.

ADOPTED AND APPROVED this 24th day of January A.D., 2019.

ATTEST:

George Roberts, Chair

John Alter, Secretary-Treasurer or
Brett Cyphers, Acting Secretary-Treasurer

GEORGE ROBERTS
Chair
Panama City

JERRY PATE
Vice Chair
Pensacola

JOHN W. ALTER
Secretary-Treasurer
Malone

GUS ANDREWS
DeFuniak Springs

JON COSTELLO
Tallahassee

TED EVERETT
Chipley

NICK PATRONIS
Panama City Beach

BO SPRING
Port St. Joe

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

M E M O R A N D U M

TO: Governing Board

THROUGH: Brett J. Cyphers, Executive Director
Guy Gowens, Chief of Staff
Carlos Herd, Director, Division of Resource Management
Paul Thorpe, Chief, Bureau of Environmental and Resource Planning

FROM: Christina Coger, Resource Planning Program Manager

DATE: January 9, 2019

SUBJECT: Consideration of Funding for the Tallahassee Weems Road Pass Phase 2 Project

Recommendation

Staff recommends the Governing Board approve funding in the amount of \$100,000 for the Tallahassee Weems Road Pass Phase 2 project and authorize the Executive Director to execute a grant funding agreement with the city for this purpose.

Discussion

In 2015, the City of Tallahassee (City) completed the Upper Lake Lafayette Nutrient Reduction Facility project, a 13-acre wet detention stormwater facility designed to treat a 10,000-acre urbanized watershed. The facility is highly effective at removing nutrients prior to discharging to Upper Lake Lafayette, an impaired waterbody. However, the area located to the east of the facility experiences flooding during periods of heavy rainfall. To alleviate the flooding, the city is designing a new pile bridge as part of the Weems Road Pass Phase 2 road improvement project. The new bridge is located at the discharge location of the stormwater facility.

To provide additional flood control benefits and the potential for greater operating efficiency of the alum injection system, this project proposes to construct improvements to the outfall structure in conjunction with road construction and utility relocation activities along Weems Road. The project also includes upgrades to the alum injection system components. These modifications will result in flood control benefits and the potential for greater efficiency of the alum injection system, further enhancing the quality of water discharged to downstream waters.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Brett Cyphers, Executive Director
Guy Gowens, Chief of Staff
Lennie Zeiler, Director, Division of Asset Management

FROM: Tyler L. Macmillan, Chief, Bureau of Land Management Operations

DATE: January 9, 2019

SUBJECT: Consideration of Grant Agreement with Arbor Day Foundation

Recommendation

Staff recommends the Governing Board authorize the Executive Director to execute an agreement with Arbor Day Foundation to receive a grant in the amount of \$154,118.55.

Background

Over the years, the Arbor Day Foundation has provided grant funding for various types of tree-planting programs, including those at the Northwest Florida Water Management District. In 2018, the District applied for and was awarded a grant to support our 2019 longleaf pine reforestation efforts in the Econfina Creek Water Management Area. Arbor Day Foundation agreed to pay for 1,059,234 longleaf pine tree tubelings at a cost of \$154,118.55.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT
PUBLIC HEARING FOR REGULATORY MATTERS
A G E N D A

District Headquarters
81 Water Management Drive
Havana, Florida 32333
10 Miles West of Tallahassee
U.S. Highway 90

Thursday
January 24, 2019
1:05 p.m., ET

Note: Appeal from any NFWFMD Final Agency Action requires a record of the proceedings. Although Governing Board meetings are normally recorded, affected persons are advised that it may be necessary for them to ensure that a verbatim record of the proceedings is made, including the testimony and evidence upon which the appeal is to be based. Persons with disabilities or handicaps who need assistance or reasonable accommodation in order to participate in these meetings should contact the District at least 72 hours in advance of these meetings to make appropriate arrangements.

PART I — CONSENT AGENDA

• WATER USE PERMITS

A. Permit Modification & Renewals

A-1 Applicant: City of DeFuniak Springs
 App. No.: 2B-131-2-5
 Use: Public Supply

Authorization Statement: This Permit authorizes the Permittee to make a combined average annual withdrawal of 1.81 million gallons per day (66.125 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use.

Duration Recommended: 10 Years
Staff Recommendation: Approval
Public Comment Received: No

A-2 Applicant: City of Crestview
 App. No.: 2B-091-28-6
 Use: Public Supply

Authorization Statement: This Permit authorizes the Permittee to make a combined average annual withdrawal of 5.74 million gallons per day (211.80 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use.

Duration Recommended: 10 Years
Staff Recommendation: Approval
Public Comment Received: No

WATER USE TECHNICAL STAFF REPORT
11-December-2018
Application No.: 2B-131-2-5

Owner: City of DeFuniak Springs
71 U.S. Highway 90 West
DeFuniak Springs, FL 32435
(850) 892-8500

Applicant: City of DeFuniak Springs
71 U.S. Highway 90 West
DeFuniak Springs, FL 32435
(850) 892-8500

Agent: Alex Rouchaleau
Dewberry
877 County Road 393 North
Santa Rosa Beach, FL 32459
(850) 571-1255

**Compliance
Contact:** City of DeFuniak Springs
71 U.S. Highway 90 West
DeFuniak Springs, FL 32435
(850) 892-8500

Project Name: City of DeFuniak Springs
County: Walton
WRCA: N/A
ARC: N/A
Objectors: No

This Permit authorizes the Permittee to make a combined average annual withdrawal of 1.81 million gallons per day (66.125 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use.

Recommendation: Approval
Reviewers: Jesse Gray

RECOMMENDED PERMIT DURATION AND COMPLIANCE REPORTING:

Staff recommends the permit expiration date be February 1, 2029. The Permittee is required to submit and comply with all information and data pursuant to the conditions set forth in the permit.

WITHDRAWAL INFORMATION:

Water Use	Permitted	Requested	Recommended
Average Day (GPD)	1,680,000	1,810,000	1,810,000
Maximum Month (GAL)	61,800,000	66,125,000	66,125,000

DESCRIPTION:

The City of DeFuniak Springs (DeFuniak Springs) requests renewal of Individual Water Use Permit (IWUP) No. 2B-131-2-5 for the continued authorization of groundwater withdrawals from the Floridan aquifer for public supply uses with an increase to the currently permitted withdrawal amounts.

DeFuniak Springs withdraws groundwater from the Floridan aquifer to meet the potable water demands of approximately 10,169 residents within its service area. The recommended increases to the average daily and maximum monthly rates are based on District staff projections for the service area and are considered reasonable and adequate to meet the applicant's water use demands for the requested permit duration.

Compliance data submitted by DeFuniak Springs over the past three years indicate an average total unaccounted-for water loss of approximately 14 percent, which slightly exceeds the District's goal of 10 percent or less. DeFuniak Springs has ascribed a significant portion of the unaccounted-for water loss to leakage in heavily wooded areas. To address this source of leakage, the City plans on training staff in newer methods of detecting leaks and estimating water volumes lost. DeFuniak will also work with the Florida Rural Water Association to training staff on refining estimations of accounted-for water. Additionally, DeFuniak Springs has demonstrated an average residential per capita daily amount of approximately 90 gallons per day, which meets the District's water use efficiency goal of 110 gallons per capita daily or less. The renewed permit continues a requirement to implement water loss reduction measures and annual reporting of both water loss and usage.

District staff used the program MODFLOW to simulate impacts to the Floridan aquifer from the recommended allocations. The simulation projects drawdowns of approximately 10.5 feet and 9.5 feet at distances of one-half mile and one mile, respectively, from the center of pumping. As DeFuniak Springs is a long-term, continuous use, a majority of the simulated drawdown has already occurred. After review of available hydrologic data, staff and the applicant's consultant conclude that the simulated drawdowns are not anticipated to cause harm to the resource or interfere with existing legal uses.

PERMIT APPLICATION REVIEW:

Section 373.223, Florida Statutes (F.S.), and section 40A-2.301, Florida Administrative Code (F.A.C.), require an applicant to establish that the proposed use of water:

- (a) Is a reasonable-beneficial use;
- (b) Will not interfere with any presently existing legal use of water; and,
- (c) Is consistent with the public interest.

In addition, the above requirements are detailed further in the District's Water Use Permit Applicant's Handbook. District staff have reviewed the water use permit application pursuant to the above-described requirements and have determined that the application meets the conditions for issuance of this permit.

RECOMMENDATION:

It is the determination of the staff that the water use amounts recommended, as conditioned, are reasonable-beneficial, consistent with the public's interest, and will not harm the water resources of the area or interfere with existing legal users. This determination has been made according to provisions of Chapter 373, F.S., and Chapter 40A-2, F.A.C.

Staff recommends that the applicant be granted an Individual Water Use Permit for an annual average daily withdrawal of 1.81 million gallons; and a maximum monthly withdrawal of 66.125 million gallons. Staff also recommends that the expiration date of the permit be February 1, 2029, and that the permit be conditioned as per the "Conditions for Issuance" included in Exhibit A of the permit document.

WELL INFORMATION:

Site Name: City of DeFuniak Springs

Wells Detail								
District ID	Station Name	Casing Diameter (inches)	Casing Depth (feet)	Total Depth (feet)	Capacity (GPM)	Source Name	Status	Use Type
13953	CDF #1	8	200	665	363	Floridan Aquifer (Undiff)	Active	Public Supply
14011	CDF #2	10	372	706	385	Floridan Aquifer (Undiff)	Inactive	Public Supply
14012	CDF #3	12	304	621	543	Floridan Aquifer (Undiff)	Active	Public Supply
14014	CDF #5	24	256	318	700	Floridan Aquifer (Undiff)	Active	Public Supply

Wells Detail								
District ID	Station Name	Casing Diameter (inches)	Casing Depth (feet)	Total Depth (feet)	Capacity (GPM)	Source Name	Status	Use Type
14015	CDF #6	24	347	552	600	Floridan Aquifer (Undiff)	Active	Public Supply
13677	CDF #10	16	400	761	1000	Floridan Aquifer (Undiff)	Active	Public Supply

"EXHIBIT A"
CONDITIONS FOR ISSUANCE OF PERMIT NUMBER 2B-131-2-5
City of DeFuniak Springs

Specific Conditions

1. This permit shall expire on February 1, 2029.
2. This Permit authorizes the Permittee to make a combined average annual withdrawal of 1.81 million gallons per day (66.125 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use. The individual facilities authorized to make this combined withdrawal are shown in the table below. The total combined amounts of water withdrawn by all facilities listed shall not exceed the amounts identified above.

3.

Facility ID #	FLUWID	Location SEC,TWN,RNG
CDF #1	AAA5121	Sec.35, T3N, R19W
CDF #3	AAA0386	Sec.35, T3N, R19W
CDF #5	AAA4658	Sec.23, T3N, R19W
CDF #6	AAG8836	Sec.05, T3N, R19W
CDF #10	AAO4201	Sec.10, T2N, R19W

4. The Permittee shall include the Individual Water Use Permit number and the well's Florida Unique Identification Number (e.g. AAA5121 for CDF #1) when submitting reports or otherwise corresponding with the District.
5. The Permittee, by January 31 of each year, shall submit a water use report for the previous calendar year (January – December), even if no water is used. The Permittee shall record the data required on Water Use Summary Reporting Form (Form 172). The Permittee, if preferred, may submit the report electronically by downloading the correct form from the District website, filling it out properly, and e-mailing it to compliance@nwfwater.com.
6. The Permittee shall maintain in-line, totalizing flow meters on all production wells. The meters shall be maintained to be at least 95% accurate and any meter determined defective must be replaced within 30 days of its discovery. The Permittee, within 30 days of well completion or completion of project construction, shall provide documentation to the District that the required flow meters have been installed and report the initial meter readings.
7. The Permittee, by October 31, 2024 and at the time of requesting a permit modification or renewal, shall submit documentation of the flow meter calibration and accuracy rating for each flow meter to the District using the Flow Meter Accuracy Report Form (Form 170). The

Permittee, if preferred, may submit the report electronically by downloading the correct form from the District website, filling it out properly, and e-mailing it to compliance@nwfwater.com.

8. The Permittee shall ensure its Water Conservation and Efficiency Program achieves the goals listed below. The Permittee, by March 31 of each year and at the time of permit modification or renewal, shall report to the District its performance regarding each element of the Water Conservation and Efficiency Program during the previous calendar year.
 - a. Achieve and maintain total and real water losses less than or equal to 10 percent of the distribution system, unless the Permittee demonstrates using American Water Works Association (AWWA) methods or other District-approved methods that a higher loss rate is appropriate for the distribution system. The Permittee shall report water losses each year, compare estimated water losses to the goal(s), and briefly describe ongoing or planned water loss reduction measures.
 - b. Maintain average residential per capita daily water use of 110 gallons or less. The residential per capita water use shall be calculated as the amount of water used by residential dwelling units divided by the residential population served. The residential population served can be estimated as the number of residential dwelling units served multiplied by the average persons per household derived from US Census data. Adjustments to account for seasonal or tourist populations can be made, if adequately documented. The Permittee shall report a summary description of status regarding the per capita use goal.
 - c. Initiation or continued implementation and enhancement of a public education and information campaign to promote water conservation and efficiency. The campaign shall consist of activities such as informative billing, periodic mail outs to customers, website announcements, newspaper notices, etc. Public education and information efforts shall be implemented at least annually. The Permittee shall provide a description of the public education and information campaign. The Permittee shall utilize a strategy designed to regularly reach year-round and part-time residents and tourists. The campaign shall consist of newspaper notices and articles, periodic radio and television announcements, periodic mail-outs to customers and the posting of signs and informational brochures in the rooms of hotels, motels and rental property. The campaign shall be oriented to emphasize the program being implemented and water conservation in general, and on at least an annual basis, shall also specifically inform existing customers of ways to save water, ways to detect leaks, reduce demands, and enhance efficiency. The Permittee shall provide a description of the public education and information campaign to the District by March 31st of each year.
 - d. The Permittee shall perform a rate structure evaluation with the intended purpose of creating or maintaining a structure to promote water use efficiency and discourage waste while providing for a life-line initial rate. Any refinements shall take into consideration the water use characteristics of the service area and provide financial incentives to customers to conserve and use water efficiently. The Permittee, by March 31, 2024, shall submit to the District the results of the evaluation and a schedule for considering the adoption of/changes to such a rate structure and a copy of its present/current rate structure as well as analysis and projection of the amount of water projected to be conserved.

9. The Permittee, by March 31 of each year, shall report to the District the following information for the previous calendar year:

a.

Use Type	Average Number of Active Meter Connections	Annual Average Water Use (Gallons per Day)
1. Residential (also complete table below)		
2. Commercial and Industrial Uses		
3. Agricultural Uses		
4. Non-Residential Recreational/Aesthetic Uses		
5. Water Sold/Transferred to Other Utilities		
6. Institutional Uses (schools, hospitals, etc.)		
7. Fire Protection and Other Utility Uses		
8. Other _____ (describe)		
TOTAL (Add items 1 through 8)		

b.

Residential Water Service Category	Number of Metered Connections	Number of Dwelling Units	Population Served (if available)	Annual Average Metered Use (Gallons per Day)
1. Single Family Dwelling Units				
2. Multiple Family Dwelling Units				
3. Mobile Home Dwelling Units				
TOTAL (Add items 1 through 3)				

10. The Permittee, by December 31, 2024, and at the time of permit renewal or modification shall provide a map showing areas where service is actually provided as well as the overall franchise area allocated to the utility by the county, Public Service Commission or other authorizing entity. Definable areas within a service area that are served by domestic potable wells shall be delineated as non-served unless the area will be supplied by the utility within the term of the permit. The Permittee shall submit the map in digital format compatible with ESRI ArcGIS software, if available.
11. The Permittee, prior to December 31, 2024, shall evaluate and submit to the District the feasibility of providing reclaimed water within its service area to users that would provide for a direct reduction in groundwater withdrawals. The investigation shall be sufficiently detailed to document the findings of the determination. If determined technically, economically and

environmentally feasible, the Permittee shall provide an implementation schedule for supplying the reclaimed water.

12. The Permittee shall encourage and provide for the efficient and non-wasteful use of water, and shall implement water conservation measures, including a proactive leak detection program, designed to enhance water use efficiency and reduce water demand and water losses.

Standard Conditions

13. All water uses authorized by this permit shall be implemented as conditioned by this permit, including any documents incorporated by reference in a permit condition. The District may revoke this permit, in whole or in part, or take enforcement action, pursuant to sections 373.136 or 373.243, F.S., unless a permit modification has been obtained to address the noncompliance.
14. The Permittee shall immediately notify the District in writing of any previously submitted information that is later discovered to be inaccurate.
15. This permit does not convey to the Permittee any property rights or privileges other than those specified herein, nor relieve the Permittee from complying with any applicable local government, state, or federal law, rule, or ordinance.
16. The Permittee shall notify the District in writing within 30 days of any sale, transfer, or conveyance of ownership or any other loss of permitted legal control of the Project and/or related facilities from which the permitted water use is made. Where Permittee's control of the land subject to the permit was demonstrated through a lease, the Permittee must either submit documentation showing that it continues to have legal control or transfer control of the permitted system/project to the new landowner or new lessee. All transfers of ownership are subject to the requirements of section 40A-2.351, F.A.C. Alternatively, the Permittee may surrender the water use permit to the District, thereby relinquishing the right to conduct any activities under the permit.
17. Nothing in this permit should be construed to limit the authority of the District to declare a water shortage and issue orders pursuant to Chapter 373, F.S. In the event of a declared water shortage, the Permittee must adhere to the water shortage restrictions, as specified by the District. The Permittee is advised that during a water shortage, reports shall be submitted as required by District rule or order.
18. With advance notice to the Permittee, District staff with proper identification shall have permission to enter, inspect, observe, collect samples, and take measurements of permitted facilities to determine compliance with the permit conditions and permitted plans and specifications. The Permittee shall either accompany District staff onto the property or make provision for access onto the property.
19. The Permittee may seek modification of any term of an unexpired permit. The Permittee is advised that section 373.239, F.S., and section 40A-2.331, F.A.C., are applicable to permit modifications.

20. The District reserves the right to curtail permitted withdrawal and diversion rates if the withdrawal or diversion causes harm to legal uses of water, offsite land use, or water resources and associated environmental features that existed at the time of permit application.
21. The Permittee shall not cause harmful saltwater intrusion. The District reserves the right to curtail permitted withdrawal rates if withdrawals cause harmful saline water intrusion.
22. The Permittee's consumptive use of water as authorized by this permit shall not reduce a flow or level below any minimum flow or level established by the District or the Department of Environmental Protection pursuant to sections 373.042 and 373.0421, F.S. If the Permittee's use of water causes or contributes to such a reduction, then the District shall modify or revoke the permit, in whole or in part, unless the Permittee implements all provisions applicable to the Permittee's use in a District-approved recovery or prevention strategy.
23. The Permittee shall mitigate any harm caused by withdrawals or diversions permitted herein on legal water uses, offsite land use, and water resources and associated environmental features which existed at the time of permit application. Mitigation may include modification of the Permittee's pumping schedule (i.e., duration, withdrawal rates, time of day, etc.), the lowering of the affected pump(s) or the replacement of the well(s) including proper plugging and abandonment of the well(s) that is replaced. The Permittee, upon receipt of an allegation of interference, shall retain the services of an appropriate licensed professional to investigate the alleged interference. The Permittee shall ensure their chosen professional investigates any alleged interference within 48 hours of the allegation being made and provides the conclusions of the investigation to the entity alleging the impact within 72 hours of the allegation being made. If it is determined that the use of a well has been impaired as a result of the Permittee's operation, the Permittee shall complete the required mitigation within 30 days. The Permittee shall be responsible for the payment of services rendered by the licensed professional. The Permittee, within 30 days of any allegation of interference, shall submit a report to the District including the date of the allegation, the name and contact information of the party making the allegation, the result of the investigation made, and any mitigation action undertaken.

WATER USE TECHNICAL STAFF REPORT
12-December-2018
Application No.: 2B-091-28-6

Owner: Wayne Steele
City of Crestview
Public Works Department
715 North Ferdon Boulevard
Crestview, FL 32536
(850) 682-6132

Applicant: Wayne Steele
City of Crestview
Public Works Department
715 North Ferdon Boulevard
Crestview, FL 32536
(850) 682-6132

Agent: Elizabeth Ray Brant
Poly Inc.
Post Office Box 841
102 Sunset Lane
Shalimar, FL 32579
(850) 609-1100

Compliance Contact: Carlos Jones
City of Crestview
Public Works Department
715 North Ferdon Boulevard
Crestview, FL 32536
(850) 682-6132

Project Name: City of Crestview
County: Okaloosa
WRCA: N/A
ARC: N/A
Objectors: No

This Permit authorizes the Permittee to make a combined average annual withdrawal of 5.74 million gallons per day (211.80 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use.

Recommendation: Approval
Reviewers: Dominic Delgado

RECOMMENDED PERMIT DURATION AND COMPLIANCE REPORTING:

Staff recommends the permit expiration date be February 1, 2029. The Permittee is required to submit and comply with all information and data pursuant to the conditions set forth in the permit.

WITHDRAWAL INFORMATION:

Water Use	Permitted	Requested	Recommended
Average Day (GPD)	5,740,000	5,740,000	5,740,000
Maximum Month (GAL)	211,800,000	211,800,000	211,800,000

DESCRIPTION:

The City of Crestview (Crestview) requests renewal of Individual Water Use Permit (IWUP) No. 2B-091-28-6 for the continued authorization of groundwater withdrawals from the Floridan aquifer for public supply uses without changes to the currently permitted withdrawal amounts.

Crestview withdraws water from a wellfield in central Okaloosa County to meet the demands of the approximately 23,488 residents within its service area. The facilities have operated at approximately forty-one percent of the permitted average daily rate over the previous three years. Crestview plans to maintain operations within the currently permitted allocations throughout the recommended duration of this permit.

Compliance data submitted by Crestview indicates a long-term average water loss of 9.68 percent and a residential per capita daily amount of 66 gallons per capita daily (gpcd). The residential per capita meets the District's standards of 150 gpcd or less. The average water loss also meets the District's goal of 10 percent of the input to the distribution system.

District staff used the program DRAWDOWN and reviewed previous groundwater modeling using the USGS code MODFLOW to simulate impacts to the Floridan aquifer from the recommended allocations. Crestview's current long term average withdrawals are simulated to produce drawdowns of approximately 44 feet and 40 feet at distances of one-half mile and one mile, respectively, from the center of pumping. As Crestview is a long-term, continuous use, a significant portion of the previously simulated drawdown has already occurred.

Poly, Inc., the consultant acting on behalf of the Crestview, provided an analysis of water levels in consideration of Crestview's use. The consultant used Crestview's pumping reports, District water level records, and previous groundwater modeling produced for the applicant to conduct this analysis. The consultant concluded that hydraulic heads in the region have stabilized in response to the Crestview's long-term use and that continued use will not cause harm to the resource or interfere with existing legal uses.

However, Crestview will be required to continue its hydrologic monitoring program, including water level and water quality sampling in production and monitor wells, in order to satisfy the conditions of this permit. Additionally, the applicant will be required to mitigate any harm caused by groundwater withdrawals to legal water uses, offsite land uses, water resources and associated environmental features in order to satisfy the conditions of this permit through the recommended permit duration.

PERMIT APPLICATION REVIEW:

Section 373.223, Florida Statutes (F.S.), and section 40A-2.301, Florida Administrative Code (F.A.C.), require an applicant to establish that the proposed use of water:

- (a) Is a reasonable-beneficial use;
- (b) Will not interfere with any presently existing legal use of water; and,
- (c) Is consistent with the public interest.

In addition, the above requirements are detailed further in the District's Water Use Permit Applicant's Handbook. District staff have reviewed the water use permit application pursuant to the above-described requirements and have determined that the application meets the conditions for issuance of this permit.

RECOMMENDATION:

It is the determination of the staff that the water use amounts recommended, as conditioned, are reasonable-beneficial, consistent with the public's interest, and will not harm the water resources of the area or interfere with existing legal uses. This determination has been made according to provisions of Chapter 373, F.S., and Chapter 40A-2, F.A.C.

Staff recommends that the applicant be granted an Individual Water Use Permit for an annual average daily withdrawal of 5.74 million gallons; and a maximum monthly withdrawal of 211.80 million gallons. Staff also recommends that the expiration date of the permit be February 1, 2029, and that the permit be conditioned as per the "Conditions for Issuance" included in Exhibit A of the permit document.

WELL INFORMATION:

Site Name: City of Crestview

Well Details								
District ID	Station Name	Casing Diameter (inches)	Casing Depth (feet)	Total Depth (feet)	Capacity (GPM)	Source Name	Status	Use Type
13906	CC #3	16	463	710	500	Floridan Aquifer (Undiff)	Active	Public Supply
13907	CC #4	16	423	643	800	Floridan Aquifer (Undiff)	Active	Public Supply
13908	CC #5	18	460	638	800	Floridan Aquifer (Undiff)	Active	Public Supply
13909	CC #6	24	430	618	800	Floridan Aquifer (Undiff)	Active	Public Supply

Well Details								
District ID	Station Name	Casing Diameter (inches)	Casing Depth (feet)	Total Depth (feet)	Capacity (GPM)	Source Name	Status	Use Type
13910	CC #7	24	450	660	800	Floridan Aquifer (Undiff)	Active	Public Supply
13911	CC #8	24	478	700	800	Floridan Aquifer (Undiff)	Active	Public Supply
13914	CC #9	18	500	806	800	Floridan Aquifer (Undiff)	Active	Public Supply
14028	CC #10	18	520	724	900	Floridan Aquifer (Undiff)	Active	Public Supply

Monitoring Well Details							
District ID	Station Name	FLUWID	Casing Diameter (inches)	Casing Depth (feet)	Total Depth (feet)	Source Name	Status
13912	MO #1	AAA8780	6	420	605	Floridan Aquifer (Undiff)	Active
13913	MO #2	AAA8782	6	397	602	Floridan Aquifer (Undiff)	Active

"EXHIBIT A"
CONDITIONS FOR ISSUANCE OF PERMIT NUMBER 2B-091-28-6
City of Crestview

Specific Conditions

1. This permit shall expire on February 1, 2029.
2. This Permit authorizes the Permittee to make a combined average annual withdrawal of 5.74 million gallons per day (211.80 million gallons per month maximum) of groundwater from the Floridan aquifer for public supply use. The individual facilities authorized to make this combined withdrawal are shown in the table below. The total combined amounts of water withdrawn by all facilities listed shall not exceed the amounts identified above.

3.

Facility ID #	FLUWID	Location SEC,TWN,RNG
CC #3	AAA5146	Sec.20,T03N,R23W
CC #4	AAA0548	Sec.17,T03N,R23W
CC #5	AAA5149	Sec.06,T03N,R23W
CC #6	AAA9098	Sec.31,T03N,R23W
CC #7	AAA8783	Sec.28,T03N,R23W
CC #8	AAA5043	Sec.36,T03N,R24W
CC #9	AAA5040	Sec.01,T03N,R24W
CC #10	AAA9975	Sec.08,T03N,R23W

4. The Permittee shall include the Individual Water Use Permit number and the well's Florida Unique Identification Number (e.g. CC #3 for AAA5146) when submitting reports or otherwise corresponding with the District.
5. The Permittee, by January 31 of each year, shall submit a water use report for the previous calendar year (January – December), even if no water is used. The Permittee shall record the data required on Water Use Summary Reporting Form (Form 172). The Permittee, if preferred, may submit the report electronically by downloading the correct form from the District website, filling it out properly, and e-mailing it to compliance@nwfwater.com.
6. The Permittee shall maintain in-line, totalizing flow meters on all production wells. The meters shall be maintained to be at least 95% accurate and any meter determined defective must be replaced within 30 days of its discovery. The Permittee, within 30 days of well completion or completion of project construction, shall provide documentation to the District that the required flow meters have been installed and report the initial meter readings.

7. The Permittee, by October 31, in years 2024 and at the time of requesting a permit modification or renewal, shall submit documentation of the flow meter calibration and accuracy rating for each flow meter to the District using the Flow Meter Accuracy Report Form (Form 170). The Permittee, if preferred, may submit the report electronically by downloading the correct form from the District website, filling it out properly, and e-mailing it to compliance@nwfwater.com.
8. The Permittee shall submit to the District in a single electronic submittal the following information by January 31, April 30, July 31 and October 31 of each year:

Static water level measurements for monitor wells MO #1 (AAA8780) and MO #2 (AA8782) conducted during the first two weeks of each month and for Floridan aquifer production wells CC #6 (AAA9098) and CC #7 (AAA8783) for the previous three months (e.g. measurements for January, February, and March shall be submitted by April 30) using a District-approved water level measuring device. Water levels shall be taken following a 24-hour non-pumping period, as much as is practicable, reported as depth-to-water below a pre-defined measuring point. All measurements shall be taken from the same measuring point. If the measuring point is different from land surface elevation, then the Permittee shall provide the measuring point distance above or below land surface. All static water level reports shall include the date and time the well was turned off, date and time the measurement was taken, method and device used, and the water level measurement to 0.01 foot for steel/electric tape and 1.0 foot precision for airline methods, respectively. The Permittee, if utilizing the airline method, shall also report airline length, gauge reading, linear distance of the airline terminus from land surface, and a description of where the airline terminates (e.g. land surface, pump base, pressure gauge, etc.).

9. The Permittee shall collect water quality samples for laboratory analyses from CC #4 (AAA0548) within the first two weeks of July in each year. Prior to sampling, the Permittee shall purge a minimum of three well volumes and report, with each set of test results: the duration of purging, purge volume, and purge rates used. All sampling and analysis methodologies used shall conform to standards established in Chapter 62-160 F.A.C., Quality Assurance. Furthermore, all water quality analysis shall be conducted by a laboratory with National Environmental Laboratory Accreditation Program (NELAP) and Florida Department of Health Rule 64E-1, F.A.C. certification for the constituents of concern. The water quality analyses shall include the following constituents: Sodium, Chloride, and Total Dissolved Solids. The Permittee shall submit results from tests conducted in July to the District by August 31 of each year. At the time of modification or renewal, the Permittee shall submit a summary and analysis of the water quality data collected for the wells for the entire period of record.
10. The Permittee shall ensure its Water Conservation and Efficiency Program achieves the goals listed below. The Permittee, by March 31 of each year and at the time of permit modification or renewal, shall report to the District its performance regarding each element of the Water Conservation and Efficiency Program during the previous calendar year.
 - a. Maintain total and real water losses less than or equal to 10 percent of the distribution system, unless the Permittee demonstrates using American Water Works Association (AWWA) methods that a higher loss rate is appropriate for the distribution system. The Permittee shall report water losses each year, compare estimated water losses to the goal(s), and briefly describe ongoing or planned water loss reduction measures.

- b. Maintain an average residential per capita daily water use of 110 gallons or less. The residential per capita water use shall be calculated as the amount of water used by residential dwelling units divided by the residential population served. The residential population served can be estimated as the number of residential dwelling units served multiplied by the average persons per household derived from US Census data. Adjustments to account for seasonal or tourist populations can be made, if adequately documented. The Permittee shall report a summary description of status regarding the per capita use goal.
- c. Initiation or continued implementation and enhancement of a public education and information campaign to promote water conservation and efficiency. The campaign shall consist of activities such as informative billing, periodic mail outs to customers, website announcements, newspaper notices, etc. Public education and information efforts shall be implemented at least annually. The Permittee shall provide a description of the public education and information campaign. The Permittee shall utilize a strategy designed to regularly reach year-round and part-time residents and tourists. The campaign shall consist of newspaper notices and articles, periodic radio and television announcements, periodic mail-outs to customers and the posting of signs and informational brochures in the rooms of hotels, motels and rental property. The campaign shall be oriented to emphasize the program being implemented and water conservation in general, and on at least an annual basis, shall also specifically inform existing customers of ways to save water, ways to detect leaks, reduce demands, and enhance efficiency. The Permittee shall provide a description of the public education and information campaign to the District by March 31st of each year.
- d. The Permittee shall perform a rate structure evaluation with the intended purpose of creating or maintaining a structure to promote water use efficiency and discourage waste while providing for a life-line initial rate. Any refinements shall take into consideration the water use characteristics of the service area and provide financial incentives to customers to conserve and use water efficiently. The Permittee, by March 31, 2024, shall submit to the District the results of the evaluation and a schedule for considering the adoption of such a rate structure and a copy of its present/current rate structure as well as analysis and projection of the amount of water projected to be conserved.

11. The Permittee, by March 31 of each year, shall report to the District the following information for the previous calendar year:

a.

Use Type	Average Number of Active Meter Connections	Annual Average Water Use (Gallons per Day)
1. Residential (also complete table below)		
2. Commercial and Industrial Uses		
3. Agricultural Uses		
4. Non-Residential Recreational/Aesthetic Uses		

5. Water Sold/Transferred to Other Utilities		
6. Institutional Uses (schools, hospitals, etc.)		
7. Fire Protection and Other Utility Uses		
8. Other _____ (describe)		
TOTAL (Add items 1 through 8)		

b.

Residential Water Service Category	Number of Metered Connections	Number of Dwelling Units	Population Served (if available)	Annual Average Metered Use (Gallons per Day)
1. Single Family Dwelling Units				
2. Multiple Family Dwelling Units				
3. Mobile Home Dwelling Units				
TOTAL (Add items 1 through 3)				

12. The Permittee, by December 31, in years 2024 and at the time of permit renewal or modification shall provide a map showing areas where service is actually provided as well as the overall franchise area allocated to the utility by the county, Public Service Commission or other authorizing entity. Definable areas within a service area that are served by domestic potable wells shall be delineated as non-served unless the area will be supplied by the utility within the term of the permit. The Permittee shall submit the map in digital format compatible with ESRI ArcGIS software, if available.
13. The Permittee, prior to July 31, 2024, shall evaluate and submit to the District the feasibility of providing reclaimed water within its service area to users that would provide for a direct reduction in groundwater withdrawals. The investigation shall be sufficiently detailed to document the findings of the determination. If determined technically, economically and environmentally feasible, the Permittee shall provide an implementation schedule for supplying the reclaimed water.
14. The Permittee shall encourage and provide for the efficient and non-wasteful use of water, and shall implement water conservation measures, including a proactive leak detection program, designed to enhance water use efficiency and reduce water demand and water losses.

Standard Conditions

15. All water uses authorized by this permit shall be implemented as conditioned by this permit, including any documents incorporated by reference in a permit condition. The District may revoke this permit, in whole or in part, or take enforcement action, pursuant to sections 373.136 or 373.243, F.S., unless a permit modification has been obtained to address the noncompliance.

16. The Permittee shall immediately notify the District in writing of any previously submitted information that is later discovered to be inaccurate.
17. This permit does not convey to the Permittee any property rights or privileges other than those specified herein, nor relieve the Permittee from complying with any applicable local government, state, or federal law, rule, or ordinance.
18. The Permittee shall notify the District in writing within 30 days of any sale, transfer, or conveyance of ownership or any other loss of permitted legal control of the Project and/or related facilities from which the permitted water use is made. Where Permittee's control of the land subject to the permit was demonstrated through a lease, the Permittee must either submit documentation showing that it continues to have legal control or transfer control of the permitted system/project to the new landowner or new lessee. All transfers of ownership are subject to the requirements of section 40A-2.351, F.A.C. Alternatively, the Permittee may surrender the water use permit to the District, thereby relinquishing the right to conduct any activities under the permit.
19. Nothing in this permit should be construed to limit the authority of the District to declare a water shortage and issue orders pursuant to Chapter 373, F.S. In the event of a declared water shortage, the Permittee must adhere to the water shortage restrictions, as specified by the District. The Permittee is advised that during a water shortage, reports shall be submitted as required by District rule or order.
20. With advance notice to the Permittee, District staff with proper identification shall have permission to enter, inspect, observe, collect samples, and take measurements of permitted facilities to determine compliance with the permit conditions and permitted plans and specifications. The Permittee shall either accompany District staff onto the property or make provision for access onto the property.
21. The Permittee may seek modification of any term of an unexpired permit. The Permittee is advised that section 373.239, F.S., and section 40A-2.331, F.A.C., are applicable to permit modifications.
22. The District reserves the right to curtail permitted withdrawal and diversion rates if the withdrawal or diversion causes harm to legal uses of water, offsite land use, or water resources and associated environmental features that existed at the time of permit application.
23. The Permittee shall not cause harmful saltwater intrusion. The District reserves the right to curtail permitted withdrawal rates if withdrawals cause harmful saline water intrusion.
24. The Permittee's consumptive use of water as authorized by this permit shall not reduce a flow or level below any minimum flow or level established by the District or the Department of Environmental Protection pursuant to sections 373.042 and 373.0421, F.S. If the Permittee's use of water causes or contributes to such a reduction, then the District shall modify or revoke the permit, in whole or in part, unless the Permittee implements all provisions applicable to the Permittee's use in a District-approved recovery or prevention strategy.

25. The Permittee shall mitigate any harm caused by withdrawals or diversions permitted herein on legal water uses, offsite land use, and water resources and associated environmental features which existed at the time of permit application. Mitigation may include modification of the Permittee's pumping schedule (i.e., duration, withdrawal rates, time of day, etc.), the lowering of the affected pump(s) or the replacement of the well(s) including proper plugging and abandonment of the well(s) that is replaced. The Permittee, upon receipt of an allegation of interference, shall retain the services of an appropriate licensed professional to investigate the alleged interference. The Permittee shall ensure their chosen professional investigates any alleged interference within 48 hours of the allegation being made and provides the conclusions of the investigation to the entity alleging the impact within 72 hours of the allegation being made. If it is determined that the use of a well has been impaired as a result of the Permittee's operation, the Permittee shall complete the required mitigation within 30 days. The Permittee shall be responsible for the payment of services rendered by the licensed professional. The Permittee, within 30 days of any allegation of interference, shall submit a report to the District including the date of the allegation, the name and contact information of the party making the allegation, the result of the investigation made, and any mitigation action undertaken.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Brett Cyphers, Executive Director

FROM: Lennie Zeiler, Director, Division of Asset Management

DATE: January 7, 2019

SUBJECT: Informational Item: State Auditor General Operational Audit 2019-050 Findings and Recommendations and District Response

Pursuant to Section 11.45(2)(f), Florida Statutes, the State Auditor General shall, at least every three years, conduct an operational audit of the accounts and records of water management districts. Throughout 2018 Auditor General staff conducted an operational audit focused on selected District processes and administrative activities, including a follow-up on findings noted in the last Auditor General report, No. 2016-016.

In November 2018, the Auditor General's Office delivered to the District a copy of three preliminary and tentative audit findings with recommendations addressing the management of certain District assets. The District provided responses to the findings and recommendations. The Auditor General's Office provided the final report to the District later in November. A copy of The State Auditor General Operational Audit 2019-050 Findings and Recommendations has been provided in the January Governing Board packet as an informational item. For convenience, a copy of the Findings and Recommendations, along with the District's responses are provided below.

Audit Finding 1: District policies and procedures for the disposal of tangible personal property could be improved.

Audit Recommendation: The District should enhance procedures to ensure that tangible personal property item disposals are properly and timely approved by the Board or Executive Director prior to disposal.

District Response: The premature donation of the tangible personal property referenced in the report was inadvertent. The District enhanced its practices in June 2018 to minimize the possibility of future oversight, and storage areas were established to physically separate tangible personal property that has been declared surplus by the Executive Director or the Governing Board from those items awaiting such declaration.

Audit Finding 2: As similarly noted in our report No. 2016-016, District motor vehicle logs did not always document supervisory review and approval to confirm the propriety of vehicle use.

Audit Recommendation: The District should enhance procedures to ensure that supervisory review and approval be documented for all vehicle logs.

District Response 2: Electronic vehicle approval and use logs replaced the former approval process and the paper vehicle-use logs in June 2018. These electronic applications complement other such measures (e.g., GPS Fleet Management System) that allow for comprehensive documentation of the supervisor's approval, the identity of the vehicle operator, and the actual use (travel) of the vehicle. Each month the electronic records are compiled into "Activity Detail Reports" and periodically reviewed by supervisors to confirm the propriety of the use. These changes were incorporated in the District's policy and procedures manual on July 13, 2018 (Chapter 8 – VEHICLES, WATERCRAFT AND EQUIPMENT, NFWFMD Policy and Procedures Manual v18.6).

Audit Finding 3: District vehicle maintenance and repair expenditures were not always recorded in the vehicle management system, which is used to monitor these expenditures for each vehicle. A similar finding was noted in our report No. 2016-016.

Audit Recommendation: The District should enhance procedures to ensure that maintenance and repair expenditures are recorded in the Vehicle Management System (VMS) by periodically reconciling the VMS expenditure records to District accounting records.

District Response: The District has enhanced both the process of recording expenditures in the VMS and the reconciliation of those records with the receipts received in accounting.

A shared Fleet email account (fleet@nwfwater.com) was established in June 2018 as a single point of contact for all communication regarding maintenance and repair of District vehicles, watercraft, and equipment. The system provides a formal, but simple and efficient means to account for and relay to the Facilities Superintendent all vehicle-related issues, expenditures, and documentation (photographs, quotes, invoices, etc.) as well as record approvals.

The Facility Superintendent periodically reviews WEX transaction reports (includes driver, type of purchase, purchase amounts, etc.) to cross-check receipts that have been collected for all purchased items listed. Accounting also contacts employees directly should they receive a WEX purchase with no corresponding receipt.

The VMS records are also reviewed quarterly by each division with an associated vehicle use. A separate database provides the Division Directors with reminders to perform the quarterly reviews.

Collectively these efforts will enhance the accuracy of the VMS records and those in accounting.

NORTHWEST FLORIDA WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

THROUGH: Brett Cyphers, Executive Director
Guy Gowens, Chief of Staff
Lyle Seigler, Director, Division of Regulatory Services

FROM: Megan Seward, Chief, Bureau of Performance and Compliance
Improvement

DATE: January 24, 2019

SUBJECT: Rulemaking Update – Status of Draft Rule Language for the St. Marks
River Rise Minimum Flow – Informational Item

The District is undergoing rulemaking to create Chapter 40A-8, Florida Administrative Code (F.A.C.), Minimum Flows and Minimum Water Levels, which includes establishing the minimum flow for the St. Marks River Rise.

On December 20, 2018, the District held a rule development public workshop for Chapter 40A-8, F.A.C., which was properly noticed and attended by various interested parties. The District revised the draft rule language in response to discussions with interested parties at the public workshop. The public comment period for the draft rule language closed on January 3, 2019, and the District received no written public comments.

Staff continues to revise the draft rule language, with input from legal counsel and other technical staff, and expects the language to be in final draft form and ready for Board review and approval at the February 28, 2019, Governing Board Meeting.

Once the Governing Board reviews and approves the final draft language, staff will publish the Notice of Proposed Rule and proceed through the additional rulemaking steps outlined in Florida law. The District anticipates the rule will be effective by the end of May, 2019, or the beginning of June, 2019.

MEMORANDUM

TO: Northwest Florida Water Management District Governing Board

FROM: J. Breck Brannen, General Counsel

RE: Legal Counsel Report

DATE: January, 2019

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