

**AGENDA**  
**SUWANNEE RIVER WATER MANAGEMENT DISTRICT**  
**GOVERNING BOARD MEETING AND PUBLIC HEARING**

**OPEN TO THE PUBLIC**

March 10, 2020  
9:00 a.m.

District Headquarters  
Live Oak, Florida

1. Call to Order
2. Roll Call
3. Announcement of any Amendments to the Agenda by the Chair  
**Amendments Recommended by Staff:** None
4. Consideration of Agenda Item No. 20 – BCS Page 61 - Authorization to Deny Water Use Permit Renewal Application 2-041-218202-3, Seven Springs Water Company Project, Gilchrist County  
(Public comment on this item will be allowed at this time)
5. Public Comment
6. Consideration of the following Items Collectively by Consent:
  - Agenda Item No. 7 - Approval of Minutes – February 11, 2020 Board Meeting, Workshops, Lands, and Audit Committee Minutes
  - Agenda Item No. 12 - Approval of Amendment to Carter Estate – Tract 2, Conservation Easement, Columbia County
  - Agenda Item No. 13 - Approval to Enter into Negotiations to Convey an Easement for a Powerline Over a Portion of the Ellaville Parcel to Lee Peanut Farms, LLC., Madison County
  - Agenda Item No. 14 - Approval of Corrective Deed for the Jennings Bluff Tract Donation to Hamilton County
  - Agenda Item No. 17 - Approval of January 2020 Financial Report
  - Agenda Item No. 18 - Acceptance of the Inspector General Internal Audit Report #20-01
  - Agenda Item No. 26 - Authorization to Execute a Contract for the Sale of Timber with H.B. Tuten Logging, Inc., for the Steinhatchee Springs #20 Timber Sale
  - Agenda Item No. 27 - Authorization to Execute a Contract for the Sale of Timber with H. B. Tuten Logging, Inc., for the Steinhatchee Springs #21 Timber Sale

Page 5

7. Approval of Minutes – February 11, 2020 Board Meeting, Workshops, Lands, and Audit Committee Minutes - **Recommend Consent**
8. Items of General Interest for Information/Cooperating Agencies and Organizations
  - A. Presentation of Hydrologic Conditions by Fay Baird, Senior Hydrologist, Office of Water Resources
  - B. Cooperating Agencies and Organizations

**GOVERNING BOARD LEGAL COUNSEL**

**Tom Reeves**

9. Update on Legal Activities / Enforcement Status Updates

**BUSINESS AND COMMUNITY SERVICES**

**Steve Minnis, Deputy Executive Director**

*Administration*

- BCS Page 1 10. Land Acquisition and Disposition Activity Report
- BCS Page 4 11. Approval of Final Design for Restroom Renovations
- BCS Page 5 12. Approval of Amendment to Carter Estate – Tract 2, Conservation Easement, Columbia County - **Recommend Consent**
- BCS Page 7 13. Approval to Enter into Negotiations to Convey an Easement for a Powerline Over a Portion of the Ellaville Parcel to Lee Peanut Farms, LLC., Madison County - **Recommend Consent**
- BCS Page 11 14. Approval of Corrective Deed for the Jennings Bluff Tract Donation to Hamilton County - **Recommend Consent**
- BCS Page 17 15. Approval to Proceed with Detailed Analysis and Negotiations for the Acquisition of a 1.0 +/- Acre Parcel of Real Property, Riverview Road, Gilchrist County
- BCS Page 30 16. Approval of Springs 2020 Grant Acquisition Projects

*Finance*

- BCS Page 41 17. Approval of January 2020 Financial Report – **Recommend Consent**
- BCS Page 51 18. Acceptance of the Inspector General Internal Audit Report #20-01 – **Recommend Consent**

*Resource Management*

- BCS Page 58 19. Permitting Summary Report
- BCS Page 61 20. Authorization to Deny Water Use Permit Renewal Application 2-041-218202-3, Seven Springs Water Company Project, Gilchrist County  
**(Moved to Agenda Item No. 4)**
- BCS Page 66 21. Approval of Final Order 20-0001 Authorizing Revocation of Water Use Permit 222584-1, Still Blueberry, Bradford County

*Agriculture and Environmental Projects*

- BCS Page 83 22. Approval to Enter into Contract with Gwinn Brothers Farm, LLC., to Provide Agricultural Cost-Share Funding



**\*\*Board Workshops immediately follow Board Meetings unless otherwise noted.**

37. Adjournment

Any member of the public, who wishes to address the Board on any agenda item, or any other topic, must sign up (including the completion of the required speaker forms) with the Executive Director or designee before the time designated for Public Comment. During Public Comment, the Chair shall recognize those persons signed up to speak on agenda items first. To the extent time permits, the Chair shall thereafter recognize those persons signed up to speak on non-agenda items. Unless, leave is given by the Chair, (1) all speakers will be limited to three minutes per topic, (2) any identifiable group of three persons or more shall be required to choose a representative, who shall be limited to five minutes per topic. When recognized by the Chair during Public Comment, a speaker may request to be allowed to make his or her comments at the time the Board considers an agenda item. The Chair may grant or deny such request in the Chair's sole discretion.

Definitions:

- "Lobbies" is defined as seeking to influence a district policy or procurement decision or an attempt to obtain the goodwill of a district official or employee. (112.3261(1)(b), Florida Statutes [F.S.]

- "Lobbyist" is a person who is employed and receives payment, or who contracts for economic consideration, for the purpose of lobbying, or a person who is principally employed for governmental affairs by another person or governmental entity to lobby on behalf of that other person or governmental entity. (112.3215(1)(h), F.S.)

The Board may act upon (including reconsideration) any agenda item at any time during the meeting. The agenda may be changed only for good cause as determined by the Chair and stated in the record. If, after the regular time for Public Comment, the agenda is amended to add an item for consideration, the Chair shall allow public comment on the added agenda item prior to the Board taking action thereon.

All decisions of the Chair concerning parliamentary procedures, decorum, and rules of order will be final, unless they are overcome by a majority of the members of the Board in attendance.

If any person decides to appeal any decision with respect to any action considered at the above referenced meeting and hearing, such person may need to ensure a verbatim record of the proceeding is made to include testimony and evidence upon which the appeal is made.

SUWANNEE RIVER WATER MANAGEMENT DISTRICT  
MINUTES OF  
GOVERNING BOARD MEETING AND PUBLIC HEARING

Note: A digital recording system has been used to record these proceedings and is on file in the permanent files of the District. A copy of the Governing Board materials and handouts are a part of the record as if set out in full herein and are filed in the permanent files of the District.

9:00 a.m., Tuesday  
February 11, 2020

District Headquarters  
Live Oak, Florida

Agenda Item No. 1 – Call to Order. The meeting was called to order at 9:00 a.m.

Agenda Item No 2 – Roll Call

Nominations for Secretary/Treasurer and Assistant Secretary/Treasurer

Chair Johns requested nominations for Governing Board Secretary/Treasurer. Mr. Keith nominated Mr. Schwab for the position of Secretary/Treasurer.

MOTION WAS MADE BY KEITH, SECONDED BY QUINCEY TO APPROVE THE NOMINATION OF MR. SCHWAB AS SECRETARY/TREASURER. MOTION CARRIED UNANIMOUSLY.

Chair Johns requested nominations for Governing Board Assistant Secretary/Treasurer. Mr. Schwab nominated Mr. Keith for the position of Assistant Secretary/Treasurer.

MOTION WAS MADE BY SCHWAB, SECONDED BY SANCHEZ TO APPROVE THE NOMINATION OF MR. KEITH AS ASSISTANT SECRETARY/TREASURER. MOTION CARRIED UNANIMOUSLY.

**Governing Board**

Seat	Name	Office	Present	Not Present
Aucilla Basin	Vacant		-	-
Coastal River Basin	Richard Schwab	Sec./Treas.	X	
Lower Suwannee Basin	Don Quincey, Jr.	Vice Chair	X	
Santa Fe & Wacc. Basins	Vacant		-	-
Upper Suwannee Basin	Vacant		-	-
At Large	Virginia H. Johns	Chair	X	
At Large	Virginia Sanchez		X	
At Large	Gary Jones			X
At Large	Charles Keith	Asst. Sec./Treas.	X	

**Governing Board Legal Counsel**

Name	Firm	Present	Not Present
George T. Reeves	Davis, Schnitker, Reeves & Browning, P.A.	X	

**Leadership Team**

Position	Name	Present	Not Present
Executive Director	Hugh Thomas	X	
Deputy Executive Director	Tom Mirti	X	
Deputy Executive Director	Steve Minnis	X	
Executive Office & Board Coordinator	Robin Lamm	X	

**Guests:**

Edward Smith, FDEP	Jack Furney, FDEP
Madeline Hart, FDACS OAWP	Morgan Westberry, FDEP
Erica Hernandez, Alachua Conservation Trust	Kelly Aue, Suwannee River Partnership
Craig Varn, Manson & Bolves	Doug Manson, Manson & Bolves
Corey Mikell, H2O Mobile Lab	Stephen Browning, FDOT
Lucinda Merritt, Ichetucknee Alliance	Jon Dinges, Black & Veatch
Michael Roth, Our Santa Fe River	Merrillee M. Jipson, Our Santa Fe River
Kristin Rubin, Our Santa Fe River	Jim Tatum, Our Santa Fe River
Mace Bauer, 83 Farms	Carolee Howe, Shenandoah Dairy
Jennifer Sagan, Wood	Michael Smith, Locklear & Associates
Georgia Schmitz	Steve Gladin

**Staff:**

Katelyn Potter	Tilda Musgrove
Matt Cantrell	Pat Webster
Libby Schmidt	Amy Brown
Tyler Jordan	Fay Baird
Steve Schroeder	Pam Shaw

Agenda Item No. 3 - Announcement of any Amendments to the Agenda by the Chair: None

Agenda Item No. 4 – Public Comment.

- Merrillee M. Jipson, Our Santa Fe River – Seven Springs WUP application concerns.
- Michael Roth, Our Santa Fe River – MFL concerns, Seven Springs WUP application concerns.

Agenda Item No. 5 - Consideration of the Following Items Collectively by Consent:

- Agenda Item No. 6 - January 14, 2020 Board Meeting, Workshops, and Audit Committee Minutes
- Agenda Item No. 11 - Approval of December 2019 Financial Report
- Agenda Item No. 13 - District-Permitted Wetland Impacts and Mitigation Calendar Year 2019 Report to Local Governments
- Agenda Item No. 17 - Authorization to Execute a Contract for the Sale of Timber with Big Bend Timber for the Cuba Bay #2 Timber Sale
- Agenda Item No. 18 - Authorization to Execute a Contract for the Sale of Timber with Suwannee Timber Management LLC for the Steinhatchee Springs #19 Timber Sale
- Agenda Item No. 19 - Authorization to Execute a Contract for the Sale of Timber with Williams Timber Inc., for the Ft. White Wellfield #2 Timber Sale

MOTION WAS MADE BY SANCHEZ, SECONDED BY SCHWAB TO APPROVE THE RECOMMENDATION. MOTION CARRIED UNANIMOUSLY.

Agenda Item No. 6 – January 14, 2020 Board Meeting, Workshops, and Audit Committee Minutes.  
Approved on Consent.

Agenda Item No. 7 - Items of General Interest for Information/Cooperating Agencies and Organizations.

- Faye Baird gave a presentation of hydrologic conditions of the District.
- Cooperating Agencies and Organizations – Hugh Thomas introduced Edward Smith, FDEP Office of Ecosystems Projects.

## **GOVERNING BOARD LEGAL COUNSEL**

Agenda Item No. 8 – Legal Activities Update. Tom Reeves, Legal Counsel, updated the Board on the Hill cases.

## **BUSINESS AND COMMUNITY SERVICES**

### *Administration*

Agenda Item No. 9 – Land Acquisition and Disposition Activity Report. This report was provided as an informational item in the Board materials.

Agenda Item No. 10 – Facilities Update. Steve Schroeder, Office of Administration Chief, updated the Board on progress of the facilities upgrades.

### *Finance*

Agenda Item No. 11 – Approval of December 2019 Financial Report. Approved on Consent.

### *Resource Management*

Agenda Item No. 12 – Permitting Summary Report. This report was provided as an informational item in the Board materials.

Agenda Item No. 13 – District-Permitted Wetland Impacts and Mitigation Calendar Year 2019 Report to Local Governments. Approved on Consent.

Agenda Item No. 14 – Approval of a Modification of Water Use Permit 2-041-220570-2, Jr. Kelly Field #2 Project, for Agricultural Use, Gilchrist County. Stefanie Weeks, WUP/WWC Program Engineer, present this item to the Board.

MOTION WAS MADE BY SCHWAB, SECONDED BY SANCHEZ TO APPROVE THE RECOMMENDATION. MOTION CARRIED UNANIMOUSLY.

### *Agriculture and Environmental Projects*

Agenda Item No. 15 – Approval to Enter into Contract with Two Agriculture Producers to Implement Precision Agriculture Practices. Matt Cantrell, Project Manager, presented this item to the Board.

MOTION WAS MADE BY SANCHEZ, SECONDED BY SCHWAB TO APPROVE THE RECOMMENDATION. MOTION CARRIED UNANIMOUSLY.

## **WATER AND LAND RESOURCES**

### *Land Management Program*

Agenda Item No. 16 - District Land Management & Twin River State Forest (TRSF) Activity Summary. This summary was provided as an informational item in the Board materials.

Agenda Item No. 17 - Authorization to Execute a Contract for the Sale of Timber with Big Bend Timber for the Cuba Bay #2 Timber Sale. Approved on Consent.

Agenda Item No. 18 – Authorization to Execute a Contract for the Sale of Timber with Suwannee Timber Management LLC for the Steinhatchee Springs #19 Timber Sale. Approved on Consent.

Agenda Item No. 19 – Authorization to Execute a Contract for the Sale of Timber with Williams Timber Inc., for the Ft. White Wellfield #2 Timber Sale. Approved on Consent.

Water Resources Program

Agenda Item No. 20 – Agricultural Monitoring Report. This report was provided as an informational item in the Board materials.

Water Supply / MFL Programs

Agenda Item No. 21 – MFL Update. John Good, Chief Professional Engineer, provided an update to the Board.

**EXECUTIVE OFFICE**

Agenda Item No. 22 - District's Weekly Activity Reports. These reports were provided as an informational item in the Board materials.

Agenda Item No. 23 – Consolidated Annual Report Update. Katelyn Potter, Communications Chief, provided a powerpoint update to the Board.

Agenda Item No. 24 - Announcements. Mr. Thomas updated the Board on District activities.

Agenda Item No. 25 - Adjournment. Meeting adjourned at 9:46 a.m.

\_\_\_\_\_  
Chair

ATTEST:

\_\_\_\_\_

SUWANNEE RIVER WATER MANAGEMENT DISTRICT  
GOVERNING BOARD WORKSHOP

Workshop began at 10:09 a.m.

Water Supply Planning Update

Amy Brown, Water Supply Chief, provided a powerpoint on the District's water supply planning activities.

Pot Springs Project Update - Deleted from agenda.

Workshop adjourned at 10:48 a.m.

AUDIT COMMITTEE MEETING

Note: A digital recording system has been used to record these proceedings and is on file in the permanent files of the District. A copy of the Committee materials and handouts are a part of the record as if set out in full herein and are filed in the permanent files of the District.

February 11, 2020  
Following Board Meeting

District Headquarters  
Live Oak, FL

1. Call to Order / Committee Roll Call. Meeting began at 10:50 a.m.

<b>Committee Members</b>	<b>Present</b>	<b>Not Present</b>
Don Quincey	X	
Virginia Johns	X	
Richard Schwab	X	

\*Board Members Keith and Sanchez attended the Audit Committee Meeting.

2. Public Comment. None

3. Discussion Items:

- Acceptance of Inspector General Audit Report #20-01 from Law, Redd, Crona & Munroe, P.A.  
Pam Shaw, Chief Financial Officer, presented this item to the Committee

MOTION MADE BY JOHNS, SECONDED BY SCHWAB TO ACCEPT THIS REPORT. MOTION CARRIED.

4. Announcements: None

5. Adjournment. Meeting adjourned at 10:52 a.m.

\_\_\_\_\_  
Chair

ATTEST:

\_\_\_\_\_

## LAND COMMITTEE MEETING

Note: A digital recording system has been used to record these proceedings and is on file in the permanent files of the District. A copy of the Committee materials and handouts are a part of the record as if set out in full herein and are filed in the permanent files of the District.

February 11, 2020  
Following Board Meeting

District Headquarters  
Live Oak, FL

1. Call to Order / Committee Roll Call. Meeting began at 10:52 a.m.

<b>Committee Members</b>	<b>Present</b>	<b>Not Present</b>
Don Quincey	X	
Virginia Sanchez	X	
Gary Jones		X
Virginia Johns	X	

\*Chair Quincey appointed Mrs. Johns to fill in for Mr. Gary Jones. Board Members Keith and Schwab attended the Lands Committee Meeting.

2. Public Comment. None

### **General Discussion / Updates**

3. FPL Resiliency Corridor Presentation. Daniel Hroneck and Samantha Saucier, FPL Representatives, presented a powerpoint to the Committee.

MOTION WAS MADE BY JOHNS, SECONDED BY SANCHEZ TO REVIEW APPRAISALS.  
MOTION CARRIED.

### **Land Acquisition / Property Offers**

4. Riverview Road Acquisition Request – Gilchrist County. Steve Schroeder, Office of Administration Chief, presented this item to the Committee.

MOTION WAS MADE BY SANCHEZ, SECONDED BY SCHWAB TO ENTER INTO DETAILED ASSESSMENT AND NEGOTIATIONS OF THE PROPERTY WITH A \$1,000 MAXIMUM COST FOR THE ASSESSMENT. MRS. JOHNS VOTED AGAINST. MOTION CARRIED.

5. Springs 2020 Grant Acquisition Projects. Mr. Schroeder and Mr. Webster presented this item to the Committee. Mr. Schroeder informed the Committee that the Long Pond Project and the Tim Walker Conservation Easement Project have been withdrawn from consideration.

Stephen Browning, FDOT, provided comments to the Committee

MOTION WAS MADE BY JONES, SECONDED BY SANCHEZ TO FORWARD THE REMAINING PROJECTS TO FULL BOARD FOR APPROVAL. MOTION CARRIED.

**Conservation Easement Modification Requests**

6. Carter Estate Conservation Easement Amendment - Columbia County. Mr. Schroeder presented this item to the Committee.

MOTION WAS MADE BY JONES, SECONDED BY SANCHEZ TO FORWARD TO FULL BOARD FOR APPROVAL. MOTION CARRIED

**Surplus Lands**

7. Lee Peanut Farms, LLC. Easement Request – Madison County. Mr. Schroeder presented this item to the Committee.

MOTION WAS MADE BY SANCHEZ, SECONDED BY JOHNS TO FORWARD TO FULL BOARD FOR APPROVAL. MOTION CARRIED.

**Title / Deed Modifications and Corrections**

8. Jennings Bluff Corrective Deed - Hamilton County. Mr. Schroeder presented this item to the Committee.

MOTION WAS MADE BY SANCHEZ, SECONDED BY JONES TO FORWARD TO FULL BOARD FOR APPROVAL. MOTION CARRIED.

9. Announcements: None  
10. Adjournment: Meeting adjourned at 11:56 a.m.

\_\_\_\_\_

Chair

ATTEST:

\_\_\_\_\_

MEMORANDUM

TO: Governing Board  
FROM: Stephen Schroeder, Chief, Office of Administration  
THRU: Steve Minnis, Deputy Executive Director, Business and Community Services  
DATE: February 28, 2020  
RE: Land Acquisition and Disposition Activity Report

Attached for your information is the Land Acquisition and Disposition Activity Report.

SCS/tm  
Attachments

LAND ACQUISITION AND DISPOSITION ACTIVITY REPORT  
FEBRUARY 2020

Property Offers						
Tract	Acres	County	Submittal Date	Asking Price	Acquisition Type	Comments
Gilchrist Lyme	17,854	Gilchrist	3.12.2019	Exchange acreage dependent on configuration/ Sandlin Bay 2,023 acre (USFS)	Easement	Tabled by Lands Committee June 2019. Offeror has contract for sale of property. On hold.
Long Pond	964	Levy	9.18.2018	\$2,200,000	Fee	Board approved to be included on Springs project list April 2019. Offeror has requested to be reconsidered. To be resubmitted to Lands Committee 2.11.2020. Offer withdrawn by offeror 2.10.2020.
Quail Heights	40.63	Columbia	7.8.2019	\$2,000,000	Fee	Staff review on 8.8.19 recommends purchase in partnership with FDOT. Submitted to Lands Committee 2.11.2020. Approved by Lands Committee. Scheduled for 3.10.2020 Governing Board agenda.
Loncala Exchange	TBD	Hamilton	7.19.2019	Trade for acreage of equal or greater value.	Fee	On hold pending formal action by City of Alachua and the City of High Springs. City of Alachua and High Springs rejected the proposed exchange. Other exchange options with Loncala being explored.
Alapaha Point (Hickman)	39.8	Hamilton	8.21.2019	\$159,200	Fee	Staff recommendation to proceed with detailed analysis and negotiations approved by Lands Committee December 2019. Approved by Governing Board 1.14.2020.
Columbia County Grasslands (ACT) a/k/a Wilson Trust	512	Columbia	8.7.2019	TBD	Conservation Easement	Staff recommendation to proceed with detailed analysis and negotiations approved by Lands Committee 12.12.19. Approved by Governing Board 1.14.2020. Submitted as a Springs grant acquisition funding project to Lands Committee on 2.11.2020. Approved by Lands Committee. Scheduled for 3.10.2020 Governing Board agenda.
Santa Fe Springs (ACT) a/k/a Zow, Graham Springs	282	Columbia	8.7.2019	\$139,041	Fee	Staff recommendation to proceed with detailed analysis and negotiations approved by Lands Committee 12.12.19. Approved by Governing Board 1.14.2020. Due diligence documentation submitted by ACT and being reviewed.
Madison Avenue (2017) LLC	2,015	Levy	10.17.2019	TBD based on appraisal.	Conservation Easement	On 12.12.19 Lands Committee recommended consideration by Governing Board. Governing Board directed staff to commence detailed assessment to determine scope of Conservation Easement (CE) and potential costs 1.14.2020. CE negotiations underway.

Easement Requests				
Name	Type	County	Acres	Comments
Carter Estate Conservation Easement	Amendment to existing CE	Columbia	575	Pending receipt of survey and appraisal for the proposed road. Survey received. Proposal approved by Lands Committee 2.11.2020. Scheduled for 3.10.2020 Governing Board agenda.

Approved for Detailed Assessment				
Owner	Project Name	Acres	County	Comments
McB-Pinehatchee	Steinhatchee North/RO Ranch West-Equestrian	2950/1,277	Lafayette	Approved at November 2019 Governing Board.
Drufner	Withlacoochee Hills	10	Hamilton	Approved at November 2019 Governing Board. Offer submitted to Seller. Counter offer received and being assessed by Staff.
Michael and Freda Shaw	Shaw Conservation Easement Exchange	1,099	Lafayette	Negotiations ongoing.
Tim Walker, Et al.	Tim Walker Conservation Easement	90	Lafayette	Appraisal required. To be submitted as a Springs project at Lands Committee 2.11.2020. Offer withdrawn 2.10.2020.

Proposed for Surplus							
Tract	Acres	County	Acquired Date	Funding	Appraisal Date	Price	Comments
Mud Swamp (Stuebe)	25	Suwannee	12.13.2004	Florida Forever	TBD	To be determined by appraisal.	Offer to purchase 25 acres of upland land for timber operations. Staff recommends to decline the offer as not being of benefit to the District. Selling would limit access to remaining portion of the property. Staff recommendation relayed to offeror. Awaiting withdrawal or revised proposal.
Ft. White Wellfield	101	Columbia	12.21.2007	Florida Forever	TBD	To be conveyed.	Staff recommendation to surplus and negotiate conveyance to Town of Ft. White approved by Lands Committee on 12.12.19; Governing Board approved conveyance 1.14.2020.

Authorized for Surplus							
Tract	Acres	County	Acquired Date	Funding	Appraisal Date	Price	Comments
Turtle Spring Surplus Tract	32	Lafayette	5.13.2015	Florida Forever	5/24/2015	TBD by appraisal update.	Suspended until further review.
Bay Creek	55	Columbia	2.1.1988	Save Our Rivers	N/A	TBD by appraisal update.	Suspended until further review. Staff review scheduled for 8.8.19. Staff recommends removing from surplus process 8.8.19. Awaiting further review by staff.
Three Rivers Estates	0.918	Columbia	12.30.1997	Save Our Rivers	TBD	TBD by appraisal update.	Staff recommended for surplus. Lands Committee accepted staff recommendation July 2019. Board approved recommendation 8.8.19. To be offered to adjacent property owners.
Branford Bend	50	Suwannee	6.30.2004	Florida Forever	N/A	TBD by appraisal update.	Suspended until further review. Staff review scheduled for 8.8.19. Staff recommends continuing surplus process to explore potential land exchanges adjacent to tract. Appraisal update required.
Country Club Road	80	Columbia	7.1.2015	Enforcement Action	TBD	TBD by appraisal update.	Title Commitment and survey completed. Governing Board reaffirmed surplus 7.9.2019.
Santa Fe Oasis (Weaver)	0.76	Gilchrist	4.28.1998	Save Our Rivers	TBD	TBD by appraisal update.	Approved by Governing Board on 10.8.2019. To be offered to adjacent property owners.

## MEMORANDUM

TO: Governing Board  
FROM: Stephen Schroeder, Chief, Office of Administration  
THRU: Steve Minnis, Deputy Executive Director, Business and Community Services  
DATE: February 28, 2020  
RE: Approval of Final Design for Restroom Renovations

### RECOMMENDATION

**Staff recommends the Governing Board approve the final design plans submitted by Gray Construction for the renovation of the lobby restrooms.**

### BACKGROUND

At the December 10, 2019 Governing Board meeting, the Board authorized the Executive Director to enter into a design build contract for the renovation and remodeling of the lobby restrooms located in the Executive Wing of the District Headquarters. The Board approved execution of a contract in the amount of \$177,600 and authorized the Executive Director to execute change orders that, in the aggregate did not exceed \$30,000.

On February 18, 2020, Gray Construction submitted preliminary plans to District staff for review. After discussion, some minor modifications were made to the preliminary plans, including wall tile size and inclusion of automatic fixtures. Additional changes were explored, including modifications to the janitorial closet to increase space utilization within the restrooms, however, such modifications were impractical due to space limitations, Americans with Disabilities Act (ADA) compliance issues and Florida Building Code requirements. Gray Construction has submitted final proposed plans for the renovation and remodeling. Staff has reviewed and is recommending that the Governing Board approve the final design plans. Upon approval of the final plans, staff will authorize Gray Construction to proceed with permitting, demolition and construction activities. If approved, it is anticipated that construction will be completed no later than May 31, 2020.

Funding for this recommendation is included in the Fiscal Year 2019- 2020 budget under account code 13-5922-3-3300.

SCS/tm

## MEMORANDUM

TO: Governing Board

FROM: Stephen Schroeder, Chief, Office of Administration

THRU: Steve Minnis, Deputy Executive Director, Business and Community Services

DATE: February 28, 2020

RE: Approval of Amendment to Carter Estate – Tract 2, Conservation Easement, Columbia County

### RECOMMENDATION

## **Staff requests Governing Board approval of the Lands Committee recommendation to proceed with the amendment of the Carter Estate – Tract 2 Conservation Easement in Columbia County.**

### BACKGROUND

The District currently owns a conservation easement in Columbia County identified as Carter Estate -Tract 2 consisting of approximately 575 acres. The terms of the easement permit the fee owner to conduct timber operations on a large portion of the property. The timber rights have been, and continue to be, leased to a third party and access has previously been provided through the adjacent parcel to the south. Because the owner of the parcel to the south intends to not renew the timber lease, access through that parcel will be eliminated. Access through the existing northern lumber road has been deemed unsafe due to its position on a curve on US 441.

The fee owners of the Carter Estate - Tract 2 approached the District seeking to add an access road onto the property in an area depicted on the attached maps. The construction of the access road will be done in accordance with standards established by the District and the conservation easement will be amended to reflect the restrictions on the road's construction, maintenance, and use. The proposed road will consist of approximately 1.1 acres. In exchange, the fee owner has offered to include additional protected areas consisting of approximately 3.5 acres. The fee owner has agreed to absorb all costs associated with the amendment.

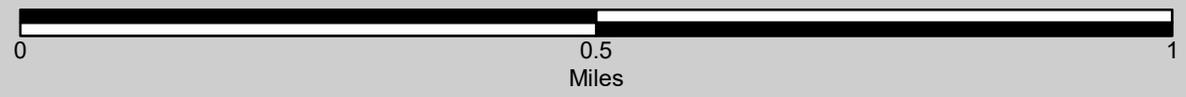
Staff reviewed the proposed amendment and found that it would enhance District conservation efforts, that the road would have minimal impact on the protected portions of the property and that the amendment would not adversely impact the purpose of the conservation easement. Staff is recommending approval of the amendment. The conservation easement was purchased with Florida Forever funds and staff has determined that the proposed exchange of fee for additional conservation protections is consistent with the guidelines of the Florida Forever program.

The Lands Committee unanimously voted to approve the staff recommendation at its February 11, 2020 meeting.

SCS/tm  
Attachments  
File #19-017

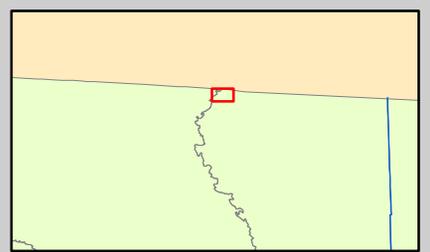
-  Proposed Road from Survey
-  FOREST OPERATIONS
-  PROTECTED AREA

Suwannee River



**Carter Estate - Conservation Easement  
Proposed Amendment  
"Tract 2" - David Hinson  
Columbia County - 575 Acres**

BCS 6



## MEMORANDUM

TO: Governing Board

FROM: Stephen Schroeder, Chief, Office of Administration

THRU: Steve Minnis, Deputy Executive Director, Business and Community Services

DATE: February 28, 2020

RE: Approval to Enter into Negotiations to Convey an Easement for a Powerline Over a Portion of the Ellaville Parcel to Lee Peanut Farms, LLC., Madison County

### RECOMMENDATION

**Staff requests Governing Board approval of the Lands Committee recommendation that staff enter negotiations to convey an easement over a portion of the Ellaville parcel in Madison County to Lee Peanut Farms, LLC.**

### BACKGROUND

The District received a request from Lee Peanut Farms, LLC., through agent, Brooks Garland to purchase an easement over of a portion of the Ellaville tract in Madison County, Florida. Mr. Garland indicates that the intent of the easement is to provide power to the existing pivot on the farm located near the District parcel for conversion of the pivot from diesel power to electric. The attached maps provide a tentative location of the easement with the exact location, dimensions, acreage, and pole placement to be determined by a survey. An appraisal to determine the value will be required.

Lee Peanut Farms, LLC., has agreed to pay all costs associated with the transaction, including the agreed purchase price. A copy of the e-mail request is attached.

The Lands Committee unanimously voted to approve the staff recommendation at its February 11, 2020 meeting.

SCS/tm  
Attachments  
File #2020-001

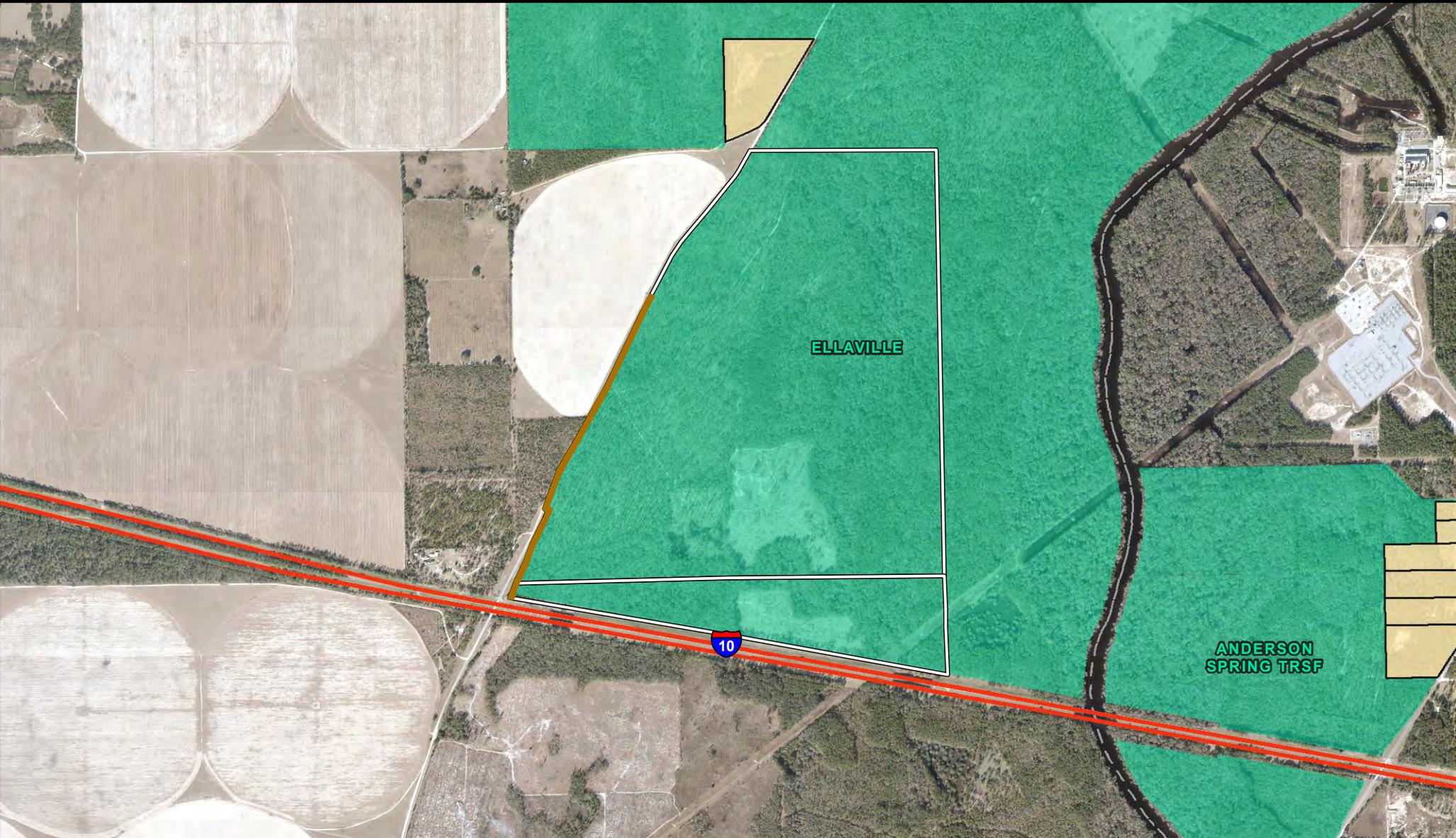
easement

Steve, the map attached to this email shows the path that the easement would follow. This easement would be for us to run power to a pivot to convert it to electric. The parcels that it would cross are 34-1S-1-1586-000-000 and 27-1S-11562-001-000. Lee Peanut Farms would incur any cost this project would have. The easement would be about 4300 feet long. The width would be up to the district. Please let me know if I can do anything to speed this process up. Thanks, Brooks Garland

-----Original Message-----

From: Brooks

Email: bgarland@birdsona

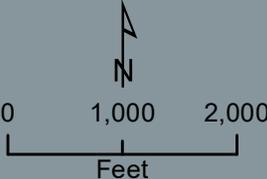


### Lee Peanut Farms Easement Madison County

-  Proposed Easement
-  Property Boundary
-  SRWMD Ownership
-  Other Public Ownership

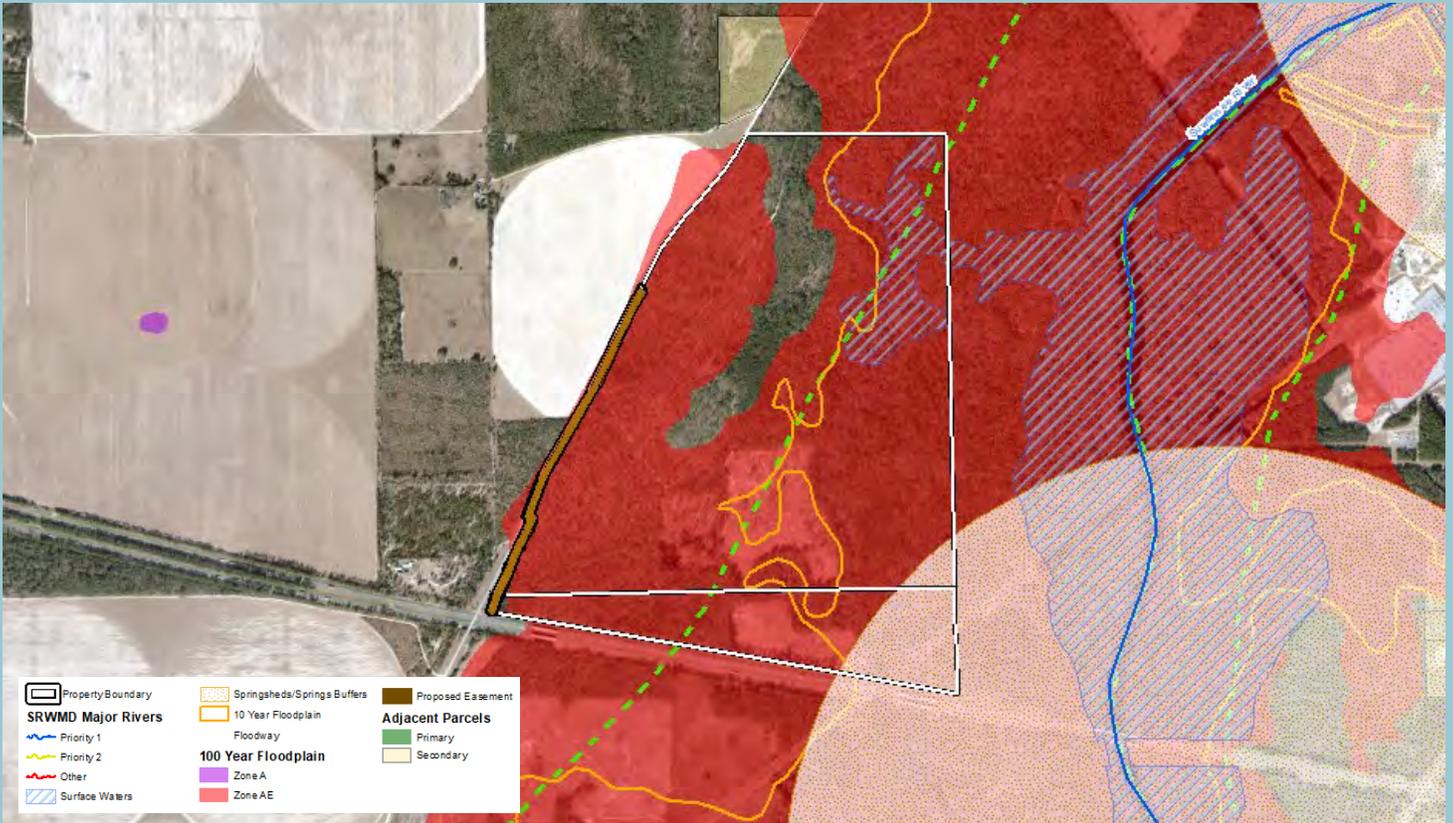
**Adjacent Parcels Ranking**

-  Primary
-  Secondary



Note: This map was created by the Suwannee River Water Management District (SRWMD) to be used for planning purposes only. SRWMD shall not be held liable for any injury or damage caused by the use of data distributed as a public records request regardless of their use or application. SRWMD does not guarantee the accuracy, or suitability for any use of these data, and no warranty is expressed or implied. For more information please contact the SRWMD at 386-362-1001. Map Created 2/6/2020

# Suwannee River Water Management District Triage Analysis Results



Property Name: Lea Peanut Easement

Date: 02/06/2020

Transaction Type: Easement

County: Madison

Florida Forever: Yes

Surface Water Protection-

Major River? (N)

Riverine Surface Waters? (N)

Springs Protection -

Within Springshed or springs buffers?  
(N)

Adjacency

(N)

Flood Protection-

Floodway? (N)

10 Year Floodplain? (N)

100 Year Floodplain? (N)

Miscellaneous:

PFA? (Y) [Suwannee]

WSPA? (Y) [Western]

BMAP? (Y/N) [Suwannee]



## MEMORANDUM

TO: Governing Board

FROM: Stephen Schroeder, Chief, Office of Administration

THRU: Steve Minnis, Deputy Executive Director, Business and Community Services

DATE: February 28, 2020

RE: Approval of Corrective Deed for the Jennings Bluff Tract Donation to Hamilton County

### RECOMMENDATION

**Staff requests Governing Board approval of the Lands Committee recommendation for the approval of a Corrective Deed for the conveyance of a portion of the Jennings Bluff tract to Hamilton County.**

### BACKGROUND

In 1989, the District purchased parcels that together are considered the Jennings Bluff Tract in Hamilton County. In 2015, the District conveyed a 46 acres +/- parcel within this tract to Hamilton County which included a portion of an access easement into the property. In that transaction an easement was reserved to the District to ensure continued access to the remaining portion of Jennings Bluff. In 2019, staff discovered discrepancies in the survey and, subsequently discovered that the easement language was not in conformance with the needs of the District. Specifically, the easement language limited access to District employees and contractors. Additionally, the legal description of the entire easement did not appear consistent with the survey. District staff worked with legal counsel and revised the language within the easement to reflect that the easement was also for public access and to conform the legal description. A revised survey has also been submitted to the District. Because this corrective action is of benefit only to the District and was initiated by the District, the District has not sought contribution from the county for the costs of these activities.

The corrective deed has been reviewed and approved by legal counsel.

At its meeting on February 11, 2020, the Lands Committee unanimously approved the staff recommendation for the execution of the corrective deed by the Board Chair and the recording of the document.

A copy of the corrective deed is attached.

SCS/tm  
Attachments  
File #008-00482

**CORRECTIVE DEED OF CONVEYANCE**  
**PURSUANT TO SECTION 373.099, FLORIDA STATUTES**

THIS CORRECTIVE DEED, made this \_\_\_ day of \_\_\_\_\_, 2019, by the SUWANNEE RIVER WATER MANAGEMENT DISTRICT, a Florida water management district created pursuant to Section 373.069, Florida Statutes, party of the first part, and HAMILTON COUNTY, political subdivision of the State of Florida, party of the second part,

WITNESSETH that the said party of the first part, for and in consideration of the sum of \$10.00 to it in hand paid by the party of the second part, receipt whereof is hereby acknowledged, has granted, bargained and sold to the party of the second part, his or her heirs and assigns forever, the following described land lying and being in HAMILTON County, Florida:

**PROPERTY BEING CONVEYED IS IDENTIFIED AS THE "PROPERTY"  
ON EXHIBIT "A" ATTACHED HERETO**

**RESERVATION OF EASEMENT.** The DISTRICT hereby reserves unto itself and its heirs, successors and assigns, perpetual, non-exclusive easements (hereinafter the "EASEMENTS") over, along, across and under a portion of the PROPERTY identified as the "EASEMENT AREA" on EXHIBIT "B" attached hereto and for the following purposes:

1. Traverse the EASEMENT AREA for movement of the DISTRICT'S personnel (including vehicles and equipment) and/ or contractors (including vehicles and equipment) across the EASEMENT AREA.
2. Give consent to utility providers to install (Including the clearing of trees and brush) and maintain (including the trimming of trees and brush) utility transmission lines, facilities and equipment in the EASEMENT AREA.
3. Repair and improve the EASEMENT AREA as may be needed for the DISTRICT'S purposes. (Provided the DISTRICT will not be required to do so.)
4. Grant to others, who may acquire portions of the DISTRICT'S other property, easements on terms similar to the EASEMENT over, along, across and under the EASEMENT PROPERTY. (Provided the grant of such easement shall not be presumed.)

5. Traverse the EASEMENT AREA for ingress and egress by the public, by use of automobile, foot traffic, or any other legal means of transportation across the EASEMENT AREA to access property owned by the DISTRICT.

The DISTRICT shall not be liable for any wear, tear or damages howsoever resulting from the DISTRICT'S continued use and occupancy of the EASEMENT AREA, provided that the DISTRICT, shall not willfully cause undue damage thereto.

The EASEMENTS shall be enforceable as a restrictive covenant and equitable servitude upon the PROPERTY, shall run with the PROPERTY, and shall be binding upon the PROPERTY and each person having or acquiring any right, title or interest therein or any part thereof or any improvements thereon, and upon their respective successors, heirs and assigns owning all or a portion of such PROPERTY.

**REVERTER CLAUSE.** The parties intend that the PROPERTY be perpetually and exclusively used as a recreation area open to the public (hereinafter the "intended purposes"). This deed is made and accepted on the condition that the PROPERTY be used solely for the intended purposes, and that the party of the second part, its heirs, or assigns shall forever use the property solely for the intended purposes. In the event that the PROPERTY, or any portion thereof, is not used solely and perpetually for the intended purposes, then the party of the second part, its heirs or assigns shall forfeit all rights thereto and the PROPERTY shall, without further notice; revert to and revest in the party of the first part or its heirs or assigns as fully and completely as if this deed had never been executed. Provided that the enactment or enforcement of reasonable rules of use of the PROPERTY by the public including, without limitation, rules dealing with dates and times of operation, charging fees, closing of areas of the PROPERTY from time to time, requirements for peaceable use and similar rules, shall be deemed consistent with the intended purposes and shall not result in the reversion and revestment of the PROPERTY to the party of the first part. Further provided that, notwithstanding anything else herein the contrary, the party of the second part, may from time to time, lease the PROPERTY to a non-profit organization or organizations for the construction and maintenance of a recreational facility with the approval of the first party of the first part to do so.

**NO WARRANTIES OF TITLE.** Pursuant to Section 373.099, Florida Statutes, this deed shall convey only the interest of the party of the first part in the PROPERTY and shall not be deemed to warrant the title to the PROPERTY or represent any state of facts concerning the same. Further the party of the first part disclaims any responsibility for the accuracy of the above legal description.

**EXECUTION OF THIS DEED.** Pursuant to Section 373.099, Florida Statutes, this deed shall be executed in the name of the party of the first part by its governing board acting by the chair or vice chair of said board and shall have the corporate seal of the board affixed thereto attested by its secretary and shall thereafter be effective to pass the title or interest of the party of the first part in the PROPERTY.

**NO DOCUMENTARY STAMP TAX DUE.** This conveyance is between two governmental entities and therefore not subject to documentary stamp tax pursuant to Rule 12B-4.014(10), Florida Administrative Code.

**CORRECTIVE DEED.** This deed is being given as a corrective deed to correct that certain deed given by the party of the first part to the party of the second part dated March 25, 2015 and recorded in the public records of Hamilton County, Florida on May 20, 2015 at O.R. Book 767, Page 19.

IN WITNESS WHEREOF the said party of the first part has caused these presents to be executed in its name by its Governing Board acting by the Chair or Vice Chair of said board, the day and year aforesaid.

GOVERNING BOARD OF THE SUWANNEE  
RIVER WATER MANAGEMENT DISTRICT

By: \_\_\_\_\_  
Virginia H. Johns  
Chair

(OFFICIAL SEAL)

ATTEST: \_\_\_\_\_  
Richard Schwab  
Secretary Treasurer

**ACKNOWLEDGEMENT AND CONSENT**

The party of the second part, HAMILTON COUNTY, a political subdivision of the State of Florida, hereby acknowledges and consents to the above CORRECTIVE DEED OF CONVEYANCE PURSUANT TO SECTION 373.099, FLORIDA STATUTES.

BOARD OF COUNTY COMMISSIONERS  
OF HAMILTON COUNTY FLORIDA

By: \_\_\_\_\_  
\_\_\_\_\_  
Its chair

Attest: \_\_\_\_\_  
Greg Godwin  
Clerk of the Circuit Court

**EXHIBIT "A"**

**PROPERTY**

**LEGAL DESCRIPTION:** 46.65 ACRES +/-, ON AND ACROSS THAT CERTAIN TRACT OF LAND DESCRIBED IN OFFICIAL RECORD BOOK 239, PAGE 246, FOUND IN THE PUBLIC RECORDS IN HAMILTON COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE SOUTHWEST CORNER OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 17, TOWNSHIP 2 NORTH, RANGE 13 EAST, HAMILTON COUNTY, FLORIDA, THENCE ALONG THE SOUTH BOUNDARY LINE OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 17, NORTH 88 DEGREES 00 MINUTES 11 SECONDS EAST 1313.33 FEET TO A POINT ON THE WEST BOUNDARY LINE OF A 30' WIDE INGRESS WITH EGRESS EASEMENT, PER UNRECORDED LEGAL DESCRIPTION BY J. SHERMAN FRIER & ASSOCIATES, JOB # 293-88C, AND BEING THE POINT OF BEGINNING, THENCE ALONG SAID WEST BOUNDARY LINE, NORTH 01 DEGREES 32 MINUTES 57 SECONDS WEST 572.38 FEET, THENCE LEAVING SAID WEST BOUNDARY LINE NORTH 90 DEGREES 00 MINUTES 00 SECONDS EAST 1094.81 FEET, THENCE SOUTH 00 DEGREES 00 MINUTES 00 SECONDS EAST 1494.21 FEET TO A POINT ON THE NORTH BOUNDARY LINE OF A 2.84 ACRE± CEMETERY, THENCE ALONG SAID NORTH BOUNDARY LINE NORTH 87 DEGREES 51 MINUTES 21 SECONDS EAST 50.62 FEET TO A POINT ON THE EAST BOUNDARY LINE OF SAID CEMETERY, THENCE ALONG SAID EAST BOUNDARY LINE SOUTH 16 DEGREES 18 MINUTES 38 SECONDS EAST 326.64 FEET TO A POINT ON THE SOUTH BOUNDARY LINE OF SAID CEMETERY, THENCE ALONG SAID SOUTH BOUNDARY LINE SOUTH 86 DEGREES 48 MINUTES 23 SECONDS WEST 142.54 FEET, THENCE LEAVING SAID SOUTH BOUNDARY LINE OF SAID CEMETERY SOUTH 00 DEGREES 00 MINUTES 00 SECONDS EAST 38.17 FEET TO THE SOUTH BOUNDARY LINE OF THAT CERTAIN TRACT OF LAND DESCRIBED IN OFFICIAL RECORD BOOK 239, PAGE 246, FOUND IN THE PUBLIC RECORDS IN HAMILTON COUNTY, FLORIDA, THENCE ALONG SAID SOUTH BOUNDARY LINE SOUTH 87 DEGREES 54 MINUTES 32 SECONDS WEST 1045.23 FEET TO THE WEST BOUNDARY LINE OF SAID TRACT OF LAND, THENCE ALONG SAID WEST BOUNDARY LINE NORTH 01 DEGREES 30 MINUTES 45 SECONDS WEST 1318.35 FEET TO THE POINT OF BEGINNING. CONTAINING 46.65 ACRES, MORE OR LESS.

**END OF EXHIBIT "A"**

**EXHIBIT "B"**

**EASEMENT AREA**

A 30.00 FOOT WIDE STRIP OF LAND BEING 15.00 FEET EACH SIDE OF THE FOLLOWING DESCRIBED CENTERLINE:

COMMENCE AT THE SW CORNER OF THE SW 1/4 OF THE NE 1/4 OF SECTION 17, TOWNSHIP 2 NORTH, RANGE 13 EAST; HAMILTON COUNTY, FLORIDA. THENCE RUN N 01°33'29" W, ALONG THE WEST LINE OF THE SW 1/4 OF NE 1/4, 484.73 FEET; THENCE N 86°39'43" E, 30.01 FEET TO THE POINT OF BEGINNING OF SAID

CENTERLINE THENCE CONTINUE N 86°39'43" E, 106.32 FEET; THENCE N 82°50'25" E, 436.54 FEET; THENCE S 66°30'32" E, 155.90 FEET; N 86°15'36" E, 211.59 FEET; THENCE S 81°50'32" E, 261.75 FEET; THENCE S 41°13'08" E, 63.26 FEET; THENCE N 64°36'31" E, 94.54 FEET TO EAST LINE OF SAID SW 1/4 OF NE 1/4 AND TO THE POINT OF TERMINATION OF SAID CENTERLINE.

**AND ALSO:**

30.00 FOOT WIDE STRIP OF LAND BEING MORE PARTICULARLY DESCRIBED AS:

THE WEST 30.00 FEET OF THE SOUTHEAST 1/4 AND THE WEST 30.00 FEET AND THE SOUTH 30.00 FEET OF THE SOUTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 17, TOWNSHIP NORTH, RANGE EAST, HAMILTON COUNTY, FLORIDA. CONTAINING 3.59 ACRES. (ALSO KNOWN AS J. SHERMAN FRIER & ASSOCIATES EASEMENT, JOB # 293-88C)

**AND ALSO:**

A 15 FOOT WIDE STRIP OF LAND BEING 7.5 FEET EACH SIDE OF THE FOLLOWING DESCRIBED CENTERLINE:

COMMENCE AT THE SOUTHWEST CORNER OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 17, TOWNSHIP 2 NORTH, RANGE 13 EAST, HAMILTON COUNTY, FLORIDA, THENCE ALONG THE SOUTH BOUNDARY LINE OF THE NORTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 17, NORTH 88 DEGREES 00 MINUTES 11 SECONDS EAST 1313.33 FEET TO A POINT ON THE WEST BOUNDARY LINE OF A 30' INGRESS WITH EGRESS EASEMENT, PER UNRECORDED LEGAL DESCRIPTION BY J. SHERMAN FRIER & ASSOCIATES, JOB # 293-88C, THENCE ALONG SAID WEST BOUNDARY LINE, NORTH 01 DEGREES 32 MINUTES 57 SECONDS WEST 572.38 FEET, THENCE LEAVING SAID WEST BOUNDARY LINE NORTH 90 DEGREES 00 MINUTES 00 SECONDS EAST 1094.81 FEET, THENCE SOUTH 00 DEGREES 00 MINUTES 00 SECONDS EAST 1494.21 FEET TO A POINT ON THE NORTH BOUNDARY LINE OF A 2.84 ACRE± CEMETERY, THENCE ALONG SAID NORTH BOUNDARY LINE NORTH 87 DEGREES 51 MINUTES 21 SECONDS EAST 8.51 FEET TO THE POINT OF BEGINNING, THENCE LEAVING SAID NORTH BOUNDARY LINE AND ALONG THE CENTERLINE OF A 15' INGRESS\EGRESS EASEMENT, THENCE SOUTH 10 DEGREES 06 MINUTES 42 SECONDS WEST 65.30 FEET, THENCE SOUTH 30 DEGREES 53 MINUTES 26 SECONDS EAST 167.69 FEET, THENCE SOUTH 14 DEGREES 41 MINUTES 19 SECONDS EAST 109.05 FEET TO A POINT ON THE SOUTH BOUNDARY LINE OF SAID CEMETERY AND BEING THE TERMINAL POINT OF SAID CENTERLINE, CONTAINING 0.118 ACRES, MORE OR LESS.

**END OF EXHIBIT "B"**

MEMORANDUM

TO: Governing Board

FROM: Stephen Schroeder, Chief, Office of Administration

THRU: Steve Minnis, Deputy Executive Director, Business and Community Services

DATE: February 28, 2020

RE: Approval to Proceed with Detailed Analysis and Negotiations for the Acquisition of a 1.0 +/- Acre Parcel of Real Property, Riverview Road, Gilchrist County

RECOMMENDATION

**Staff requests Governing Board approval of the Lands Committee recommendation to proceed with detailed analysis and negotiations for the acquisition of 1.0 +/- acres located in Gilchrist County with assessment costs not to exceed \$1000.**

BACKGROUND

The District received an offer to purchase a 1.0 +/- acre parcel, currently identified as the Riverview Road parcel, in Gilchrist County for a total offer price of \$10,500. Staff reviewed the offer and is recommending District staff proceed with detailed analysis and negotiations for the purchase. The property is located immediately adjacent to the District-owned Wannee tract, is within the Fanning-Manatee Springshed, and is within the floodway. Staff determined that ownership of the parcel would provide additional public access, prevent future development within the floodway/floodplain, and would provide additional springs protection.

The Lands Committee, with one dissenting vote, accepted the recommendation of staff at its February 11, 2020 meeting with a cap on the costs of assessment of \$1,000 and recommends Governing Board approval.

The property offer, maps of the parcel, and a parcel assessment are attached.

SCS/tm  
Attachments  
File #19-019

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT  
PROPERTY OFFER APPLICATION**

9225 CR 49, Live Oak, FL 32060  
(386)362.1001  
E-Mail: acquisitions@srwmd.org

Rule 40B-9.041(1), Florida Administrative Code, requires specific information to initiate the acquisition process.

**Applicant Information**  
 Name: John A. Anders  
 Address: 6554-28th St, N City: St. Pete. State FL Zip: 33702  
 Phone: 727-698-9600 E-Mail: john.anders@andersonmcqueen.com  
 Applicant Signature: John A. Anders Date: 12-4-19

**Owner of Record** (Owner is Applicant yes  no   
 Name: John & Sandra Anders  
 Address: SAME AS ABOVE City: \_\_\_\_\_ State \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
 Owner's Authorization: This is to advise the individual named above as applicant is the Authorized Representative of the owner(s) of the property described below. This authorization is for any communication and negotiations concerning conveyance of the property to the Suwannee River Water Management District.  
 Owner Signature: John A. Anders Date: 12/4/19  
 Owner Signature: Sandra Anders Date: 12/4/19

**Property/Project Information**  
 Asking Price (Fee): \$10,500.<sup>00</sup> (Conservation Easement) : \_\_\_\_\_  
 General Location (address, intersection, etc.): Riverview Road Lot 15 Fanning Springs FL  
 Acreage: 1 County: Gilchrist  
 Tax Parcel Number(s): 19-10-14-0284-0002-0150  
 Legal Description: Lot 15, Block 2, Suwannee River Springs unit 4  
See enclosed Survey  
 Improvements: \_\_\_\_\_  
 In addition, please provide an aerial, survey, or map identifying property boundaries and a copy of the Deed.

**Title Condition** (Deed restrictions, easements, mineral interest, rights held by others, etc.)  
Clear NO KNOWN ISSUES

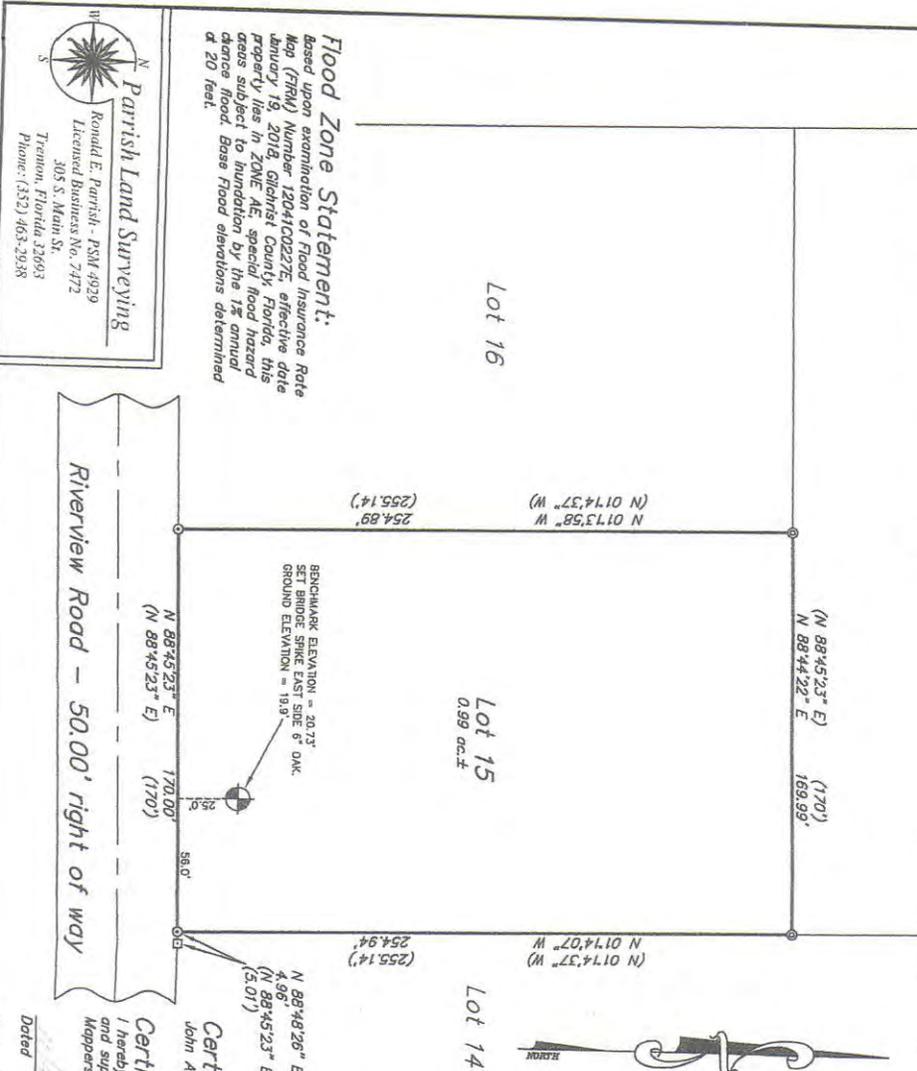
**Agreements** (Identify any existing purchase agreement, option contract, listing agreement, or any other arrangement or agreement.)  
NONE

**Other Pertinent Information** (Please provide any other information that may be helpful in evaluating the request.)  
In Flood way



# A Boundary Survey of Lot 15, Block 2, SUWANNEE RIVER SPRINGS UNIT 4 A Subdivision in Section 19, Township 10 South, Range 14 East City of Fanning Springs – Gilchrist County, Florida For: John Anders

**Flood report:**  
 1% Annual Chance Flood Elevation (BFE) = 20.0 feet  
 10% Annual Chance Flood Elevation = 14.9 feet  
 50% Annual Chance Flood Elevation = 9.6 feet  
 This property lies entirely within the regulatory floodway of the Suwannee River.  
 Elevations based on MVD 1998 Report furnished by Suwannee River Water Management District.



Riverview Road – 50.00' right of WDY

**Parrish Land Surveying**  
 Ronald E. Parrish - PSM 4929  
 Licensed Business No. 7472  
 305 S. Main St.  
 Tremont, Florida 32693  
 Phone: (352) 463-2938

Logo

**Description:**  
 (Official Records Instrument No. 201921003802)  
 Lot 15, Block 2, Unit Four, of Suwannee River Springs, a subdivision in Government Lots 9 and 10, in Section 19, Township 10 South, Range 14 East, as per plat thereof recorded in Plat Book 1, Page 71, in the office of the Clerk of Gilchrist County, Florida.

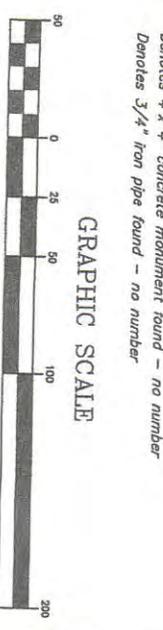
Together with an easement over Block 13, Unit One used as a park and for free access and use of the Springs. Also, an easement over Block 2, Unit One, for free access and use of the boat ramp.

**Surveyor's Notes:**

- 1.) Bearings referenced to the North right of way line of Riverview Road (N 88°45'23" E) based on the record plat.
- 2.) Below ground foundations not located.
- 3.) Improvements do not exist.
- 4.) Below ground utilities not located.
- 5.) Comparison of field measurements to record plat dimensions are shown hereon with record plat dimensions being shown in parentheses ( ).
- 6.) Boundary determined from existing and locally accepted monumentation.
- 7.) Except as specifically stated or shown on this plat, this survey does not purport to reflect any of the following which may be applicable to the subject real estate: easements; other than restrictive covenants; subdivision restrictions; zoning or other land use regulations; and any other facts that an accurate and current title search may disclose.
- 8.) DECLARATION is made solely to those that this survey is certified to. It is not transferable to additional institutions or subsequent owners.
- 9.) Survey "Not valid without the signature and original raised seal of a Florida Surveyor and mapper." Additions or deletions to survey maps or reports by other than the signing party or parties is prohibited without written consent of the signing party or parties.
- 10.) Certification of survey data shown upon this plat is valid as per the field work completion date and not as per signature date.
- 11.) Parcel Identification No. 19-10-14-0284-0002-0150. Property Address – Riverview Road Fanning Springs 32693.
- 12.) Elevations referenced to the North American Vertical Datum of 1988. Benchmark used: Florida Department of Transportation B.M. No. 3, Elevation = 35.70 feet. Brass disk embedded in the South line wheel guard at the East end of the bridge on U.S. Highway No. 19 over the Suwannee River.

**Legend:**

- ⊙ Denotes 1/2" iron pipe found – no number
- ⊠ Denotes 4" x 4" concrete monument found – no number
- ⊡ Denotes 3/4" iron pipe found – no number



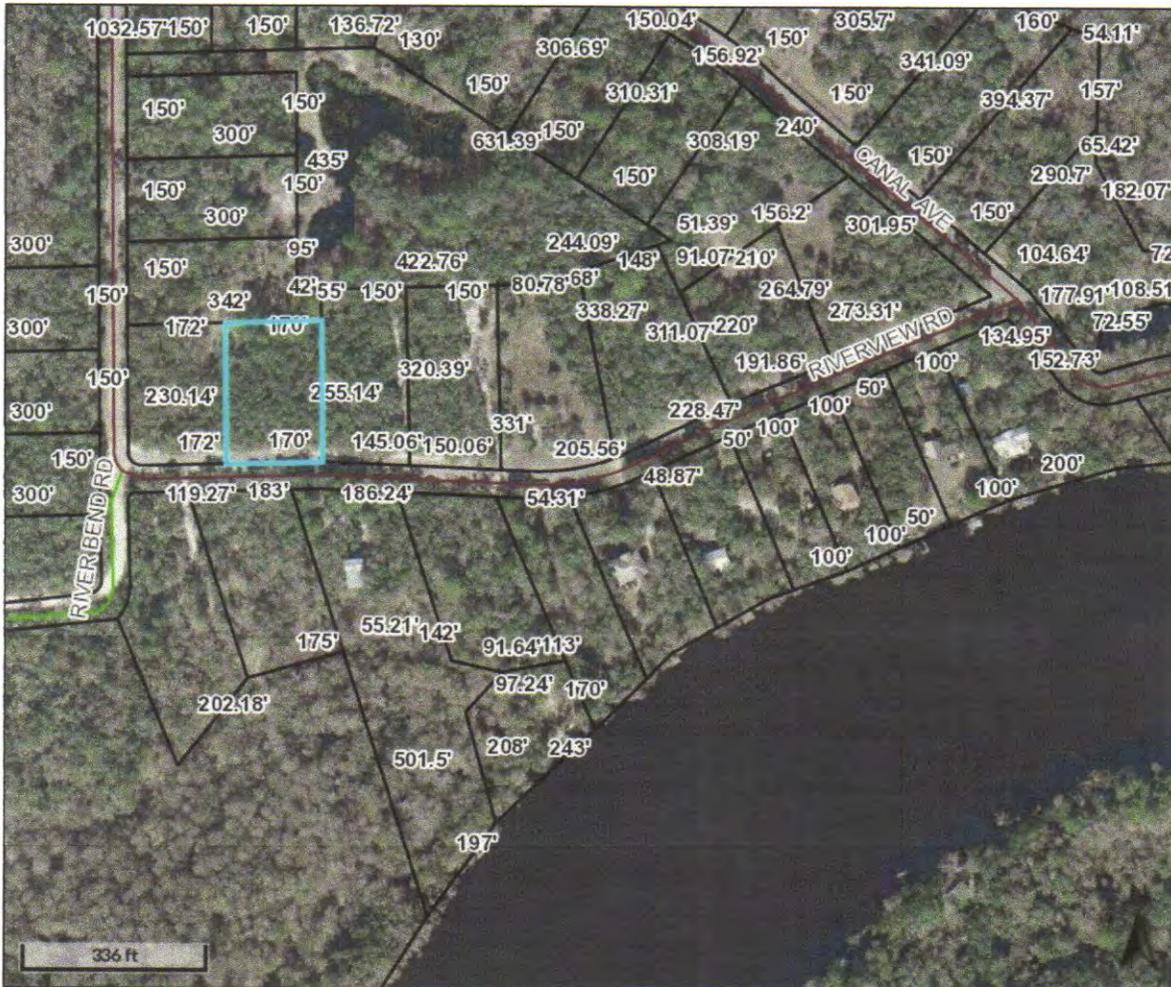
**Certified To:**  
 John Anders

**Certificate:**  
 I hereby certify that this is a true and correct representation of a survey made under my responsible direction and supervision, that meets the standards of practice set forth by the Board of Professional Surveyors and Mappers in Chapter 54-17, Florida Administrative Code, pursuant to Section 472.027, Florida Statutes.

**Dated:** 10/30/2019

**Field work completed 10/30/2019 – Job No. 2019-288 – Field Book 2019-1 – Drawn by AS**

Ronald E. Parrish, PSM Cert. No. 4929



- Legend**
-  Parcels
  - StreetCenterlines**
  -  <all other values>
  -  City-Paved
  -  City-Unpaved
  -  County Line
  -  County Maintainer
  -  County-Paved
  -  Federal
  -  Non-existent Road
  -  Not County Maintained
  -  Private
  -  State
  -  Trail
  - City Labels**

<b>Parcel ID</b>	19-10-14-0284-0002-0150	<b>Alternate ID</b>	141019028400020150	<b>Owner Address</b>	ANDERS JOHNNY ARLAND & SANDRA L 6554 28TH ST N ST PETERSBURG, FL 33702-6209
<b>Sec/Twp/Rng</b>	20-10-14	<b>Class</b>	VACANT		
<b>Property Address</b>	RIVERVIEW RD FANNING SPRINGS	<b>Acreage</b>	1		
<b>District</b>	2				
<b>Brief Tax Description</b>	LOT 15 BLK 2 UNIT 4 SUW RIV (Note: Not to be used on legal documents)				

Date created: 12/4/2019  
Last Data Uploaded: 12/3/2019 10:34:25 PM

Developed by  Schneider  
GEOSPATIAL

## WARRANTY DEED

(STATUTORY FORM – SECTION 689.02, F.S.)

This indenture made the 21 day of August, 2019 between **John D. Knox, a married man, conveying non-homestead property** whose post office address is **6554 28<sup>th</sup> Street North, St. Petersburg, FL 33702**, of the County of Pinellas State of Florida, Grantor, to **Johnny Arland Anders and Sandra L. Anders, husband and wife**, whose post office address is **6554 28<sup>th</sup> Street North, St. Petersburg, FL 33702**, of the County of Pinellas, State of Florida, Grantee:

**Witnesseth**, that said Grantor, for and in consideration of the sum of TEN DOLLARS (U.S.\$10.00) and other good and valuable considerations to said Grantor in hand paid by said Grantee, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said Grantee, and Grantee's heirs and assigns forever, the following described land, situate, lying and being in Gilchrist, Florida, to-wit:

Lot 15, Block 2, Unit Four, of Suwannee River Springs, a subdivision in Government Lots 9 and 10, in Section 19, Township 10 South, Range 14 East, as per plat thereof recorded in Plat Book 1, Page 71, in the office of the Clerk of Gilchrist County, Florida.

Together with an easement over Block 13, Unit One used as a park and for free access and use of the Springs. Also, an easement over Block 2, Unit One, for free access and use of the boat ramp.

***NOTE: This is an inter-spousal conveyance thus deed stamps do not apply.***

**Together with** all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

**Subject to** taxes for 2019 and subsequent years, not yet due and payable; covenants, restrictions, easements, reservations and limitations of record, if any.

**TO HAVE AND TO HOLD** the same in fee simple forever.

And Grantor hereby covenants with the Grantee that the Grantor is lawfully seized of said land in fee simple, that Grantor has good right and lawful authority to sell and convey said land and that the Grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever.

In Witness Whereof, Grantor has hereunto set Grantor's hand and seal the day and year first above written.

Signed, sealed and delivered in our presence:

*Johnny Arland Anders*

Johnny Arland Anders

8/22/19

*Elizabeth Barnes*

WITNESS

Elizabeth Barnes

WITNESS PRINTED NAME

STATE OF FLORIDA  
COUNTY OF Pinellas

The foregoing instrument was acknowledged before me this 22 day of August, 2019, by Johnny Arland Anders.

*Aubrey King*

Signature of Notary Public

Print, Type/Stamp Name of Notary



Personally Known: \_\_\_\_\_ OR Produced Identification:

Type of Identification

Produced: DL

WARRANTY DEED

**Todd Newton**

Clerk of the Circuit Court  
Gilchrist County

112 S. Main St.  
Trenton, FL 32693

**Official Records Receipt  
Recording**

Username: cchadwick

Changed By: cchadwick

---

Receipt#: 201902919      Payee Name: JOHN ANDERS\*  
Receipt Date: 08/26/2019

Instrument(s): 201921004548-DEED

**Details**

---

ADD'L NAMES- \$1.00	\$0.00
BOCC - CT RELATED TE	\$4.00
DOC STAMP DEED	\$0.00
FACCC - CCMS	\$0.20
MOD TRUST FUND	\$1.50
PRMT - CT RELATED TE	\$3.80
RECORDING FEES	\$9.00

---

Receipt Total: \$18.50

Amount Tendered: \$18.50

Overage: \$0.00

Check \$18.50      6216

Amount Paid: \$18.50

## PARCEL SUMMARY

**TRACT:** Riverview Road (Anders)

**OWNER:** John A. and Sandra Anders

**PARCEL:** 1 acre +/-

**PARCEL DESCRIPTION:** The Anders parcel on Riverview Road, near Fanning Springs, consists of 1 acre +/- that is undeveloped and appears to be relatively intact in terms of forestry and/or agricultural use. The parcel is adjacent to the the Wannee Tract currently owned by the District. Some development has occurred near the parcel, predominantly single family homes. Ownership by the District could provide protections against future development within the Floodway of the Suwannee River, provide increased spring protection (Fanning Springs) and enhance public access to existing District lands. The owner has indicated that he has no knowledge of prior timber operations or other activities on the parcel.

### **WATER RESOURCE GUIDELINE SCREENING:**

Springshed Protection: 100% (Fanning Springs)

Floodplain Protection: 100%

Priority Focus Area: 100% (Fanning Manatee)

Water Supply Planning Area: Eastern

BMAP: Suwannee

**OUTSTANDING INTERESTS:** Owner indicates there are no outstanding interests, however, this will be confirmed through a title search.

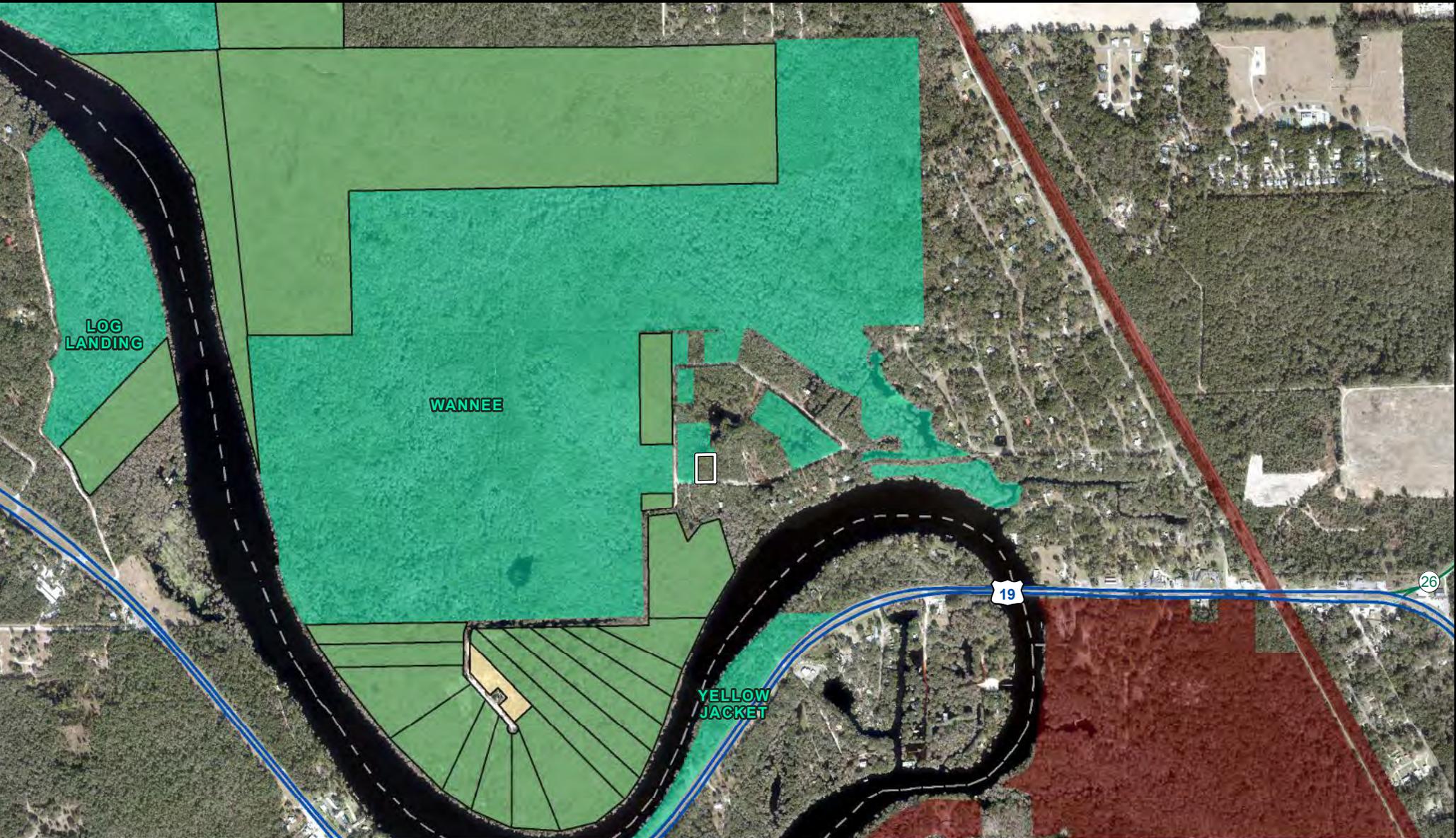
**CURRENT ASKING PRICE:** The property is being offered for \$10,500 but the owner has indicated a willingness to negotiate. Upon completion of the appraisal staff will negotiate the value of the property rights to be conveyed to the District in accordance with Florida Statutes.

**ASSESSMENT COSTS:** Costs of detailed assessment are estimated to be from \$1,500 to \$3,500.

**ACCESS:** This property has access via direct abutment to a county maintained road, Riverview Road.

**MANAGEMENT:** District staff has not visited the site but are familiar with the lot due to adjacency to existing District lands and have determined that it presents no issues for management.

SCS/rl  
File #19-019

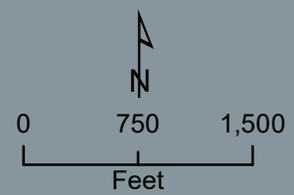


-  Property Boundary
-  SRWMD Ownership
-  Other Public Ownership

**Adjacent Parcels Ranking**

-  Primary
-  Secondary

**Riverview Road  
± 1 Ac  
Gilchrist County**

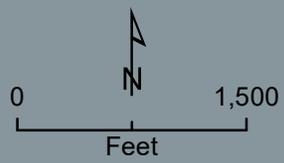


Note: This map was created by the Suwannee River Water Management District (SRWMD) to be used for planning purposes only. SRWMD shall not be held liable for any injury or damage caused by the use of data distributed as a public records request regardless of their use or application. SRWMD does not guarantee the accuracy, or suitability for any use of these data, and no warranty is expressed or implied. For more information please contact the SRWMD at 386-362-1001. Map Created 12/5/2019



-  Property Boundary
- SRWMD Major Rivers**
-  Priority 1
-  Priority 2
-  Other
-  Surface Waters (Riverine)

### Riverview Road Property Offer Surface Water Protection



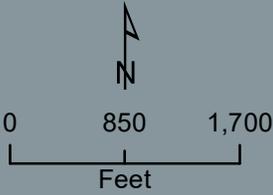
Note: This map was created by the Suwannee River Water Management District (SRWMD) to be used for planning purposes only. SRWMD shall not be held liable for any injury or damage caused by the use of data distributed as a public records request regardless of their use or application. SRWMD does not guarantee the accuracy, or suitability for any use of these data, and no warranty is expressed or implied. For more information please contact the SRWMD at 386-362-1001. Map Created 12/5/2019

Fanning Springshed

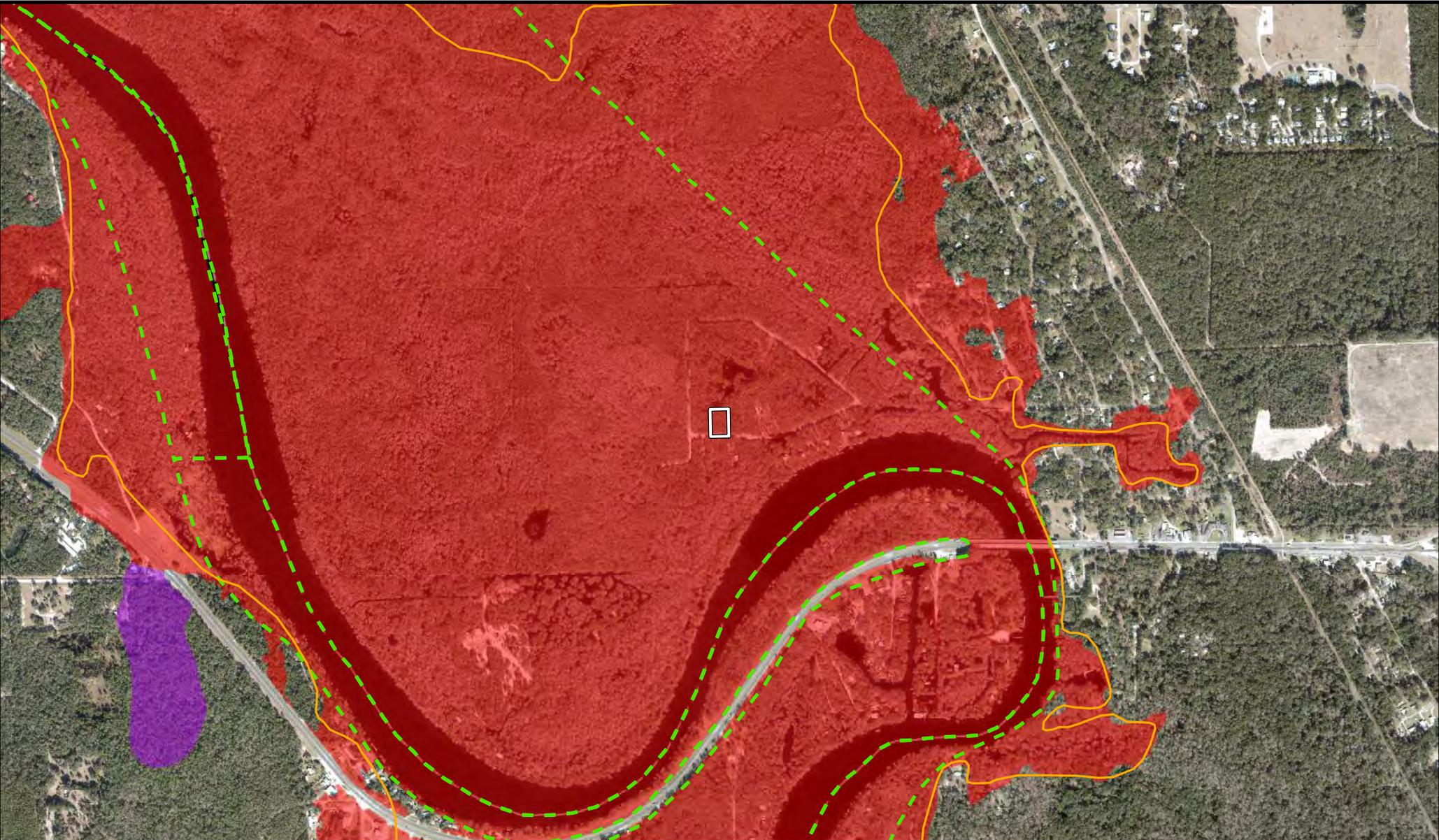


### Riverview Road Property Offer Springs Protection

-  Property Boundary
-  Springs Protection

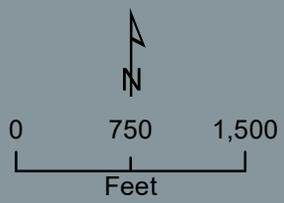


Note: This map was created by the Suwannee River Water Management District (SRWMD) to be used for planning purposes only. SRWMD shall not be held liable for any injury or damage caused by the use of data distributed as a public records request regardless of their use or application. SRWMD does not guarantee the accuracy, or suitability for any use of these data, and no warranty is expressed or implied. For more information please contact the SRWMD at 386-362-1001. Map Created 12/5/2019



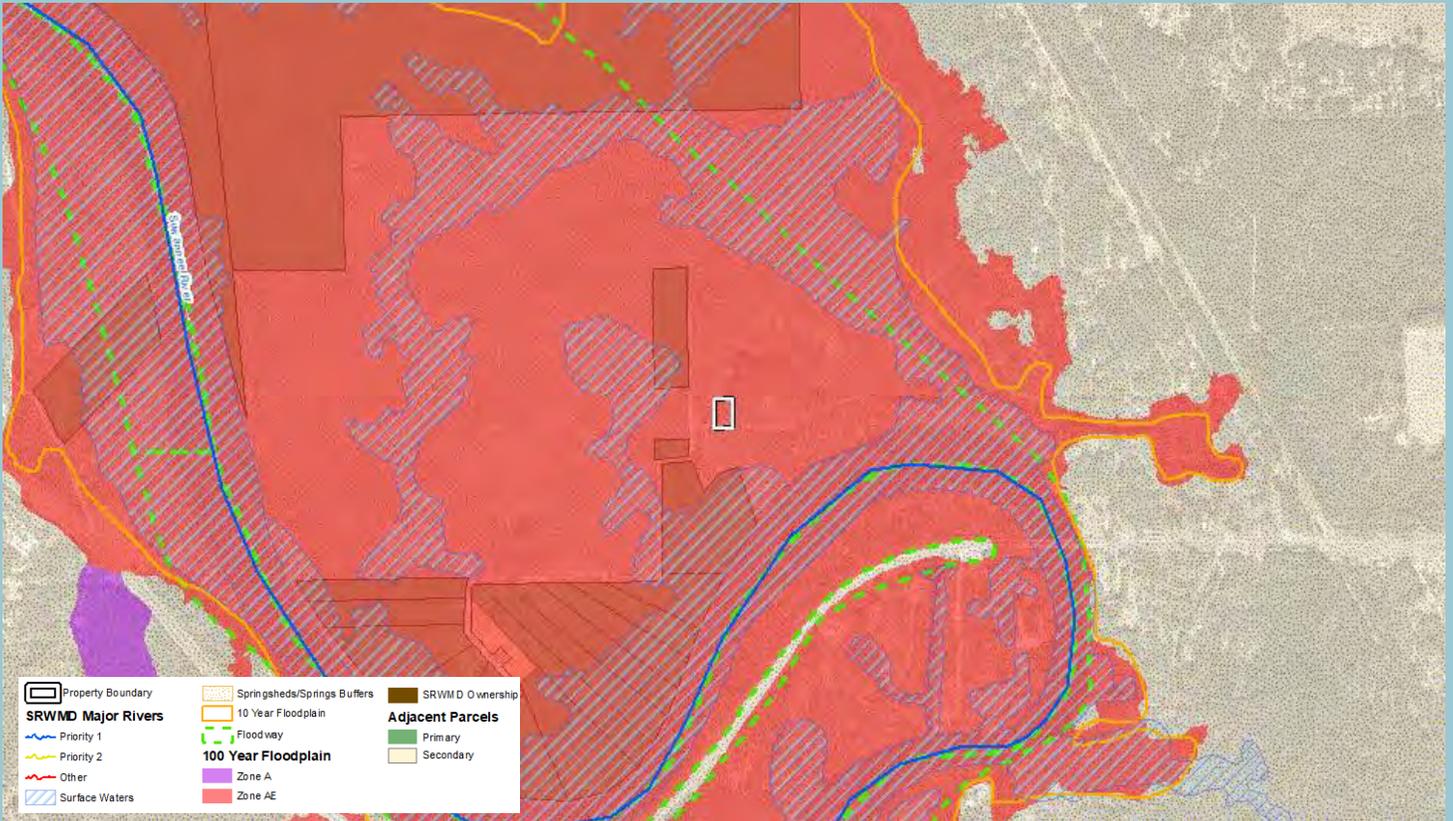
-  Property Boundary
-  10 Year Floodplain
-  Floodway
-  100 Year Floodplain
-  Zone A
-  Zone AE

## Riverview Road Property Offer Floodplain Protection



Note: This map was created by the Suwannee River Water Management District (SRWMD) to be used for planning purposes only. SRWMD shall not be held liable for any injury or damage caused by the use of data distributed as a public records request regardless of their use or application. SRWMD does not guarantee the accuracy, or suitability for any use of these data, and no warranty is expressed or implied. For more information please contact the SRWMD at 386-362-1001. Map Created 12/5/2019

# Suwannee River Water Management District Triage Analysis Results



Property Name: Riverview Road

Date: 12/12/19

Acreage: 1

County: Gilchrist

Transaction Type: Acquisition

## Surface Water Protection-

Major River? (N)

Riverine Surface Waters? (N)

## Springs Protection -

Within Springshed or springs buffers?

(Y) [Fanning Springshed] [± 1 ac]

## Adjacency

(Y)

## Flood Protection-

Floodway? (Y) [± 1 ac]

10 Year Floodplain? (Y) [± 1 ac]

100 Year Floodplain? (Y) [± 1 ac]

## Miscellaneous:

PFA? (Y) [Fanning Manatee]

WSPA? (Y) [Eastern]

BMAP? (Y) [Suwannee]

## MEMORANDUM

TO: Governing Board

FROM: Stephen Schroeder, Chief, Office of Administration

THRU: Steve Minnis, Deputy Executive Director, Business and Community Services

DATE: February 28, 2020

RE: Approval of Springs 2020 Grant Acquisition Projects

### RECOMMENDATION

**Staff requests Governing Board approval of the Lands Committee recommendation of projects to be included in the District's Springs Restoration Funding submittal to the Florida Department of Environmental Protection.**

### BACKGROUND

Since 2014, the District has received Springs Restoration Funding from the Florida Department of Environmental Protection (FDEP). In anticipation of the next round of project submittals to the FDEP, staff identified four projects which involve the District acquiring land. Prior to consideration by the Lands Committee at its February 11, 2020 meeting, two of the projects, Long Pond (file #18-002) and the Tim Walker Conservation Easement (file #19-020), were withdrawn by the offerors from consideration subject to a revised offer being made.

The remaining projects are:

**Columbia County Grasslands** (File #19-009): This project includes the purchase of a conservation easement on 512 acres +/- located in Columbia County and is a partnership with the Alachua Conservation Trust (ACT). The project includes a National Resource Conservation Service (NRCS) grant in the amount of \$714,000 with the District contribution to the required match totaling \$95,200. Conditions of the proposal will include prohibition of the use of nitrates on the property. The parcel is within the Ichetucknee Springshed. The acquisition was approved by the Governing Board at the January 14, 2020 meeting.

**Quail Heights** (File #19-012): This Springs Restoration Grant project proposal involves a partnership between the District, Florida Department of Transportation (FDOT), and Columbia County. The total project cost is estimated at \$8,950,000, with a Springs Restoration Grant request of \$2,510,000, a match of \$5,080,000 from FDOT that includes \$1,000,000 for land acquisition and \$4,080,000 for construction, and a \$1,000,000 from the District for land acquisition.

The project includes acquiring the fee interest in 40.83 acres +/- of real property located in Columbia County within Quail Heights for the construction of regional stormwater ponds to treat and attenuate runoff from Cannon Creek. The project will serve as direct treatment for roadway improvements on SR 247 and I-75. It will treat existing untreated runoff and provide a net water quality benefit to Cannon Creek, a tributary of the Santa Fe River. Over 800 pounds of nitrogen are estimated to be removed each year by the project. The proposed FDOT pond will accept runoff from the upstream reach of Cannon Creek. This runoff will be piped from the Cannon Creek crossing just north of the Bascom Norris Intersection with SR 247. Piping of runoff from the creek crossing at Bascom Norris is proposed to also reduce existing flooding that is experienced at the location. Additionally, nitrogen levels upstream and downstream of the pond site will be monitored to evaluate nitrogen removal effectiveness and the reduction in frequency and/or duration of overtopping of SR 247 at the Bascom Norris intersection.

The property is entirely within the Ichetucknee Springshed Priority Focus Area and 9.74 acres +/- are within the floodplain. Staff review found that the property has project potential to improve water quality and water flow within the Ichetucknee Springshed. The District will partner with FDOT on the land acquisition, with FDOT initially holding the title to the property with the possible future conveyance of a portion of the project land to Columbia County for their partnership area responsibility.

These properties were reviewed by the Lands Committee at its February 11, 2020 meeting and were unanimously approved.

Property assessment maps are attached.

SCS/tm  
Attachments

## **J.Y. Wilson Trust tract (Columbia Grassland)**

Discussion with Erica Hernandez – ACT – 9/26/19

Project is an Agricultural Land Easement Grassland of Special Significance with the Natural Resource Conservation Service (NRCS)

NRCS grant will pay 75% of purchase price of the easement (\$714,000) with Alachua Conservation Trust being responsible for the remaining 25% (\$238,000) plus all acquisition costs. Typical ALEs are a 50:50 match but because the property has the special designation of grassland of special significance (the first for the state of Florida), NRCS will pay 75% of the easement cost.

NRCS does not see a conflict with the District's interest in installing a monitoring well on the property, this could be negotiated into deed restrictions if land owner does not take issue with it as well. Having developed a relationship with the land owner I think it likely they would be interested in a monitoring well.

A relatively small investment by a state agency can bring in over \$714,000 of federal dollars to our region for watershed and water quality protection. The District would not be responsible for management, monitoring or enforcement. This project avoids future potential remediation, restoration or complete loss of native habitat and high recharge soils.

This project is the first Grassland of Special Significance designation in Florida. This designation means the landscape has no noxious species (<0.1 percent), no invasive species, and is subject to threat of conversion to non-grassland use and fragmentation.

The 2013 SRWMD Minimum Flows and Levels report on the Lower Santa Fe and Ichetucknee, identify the project area as being within a high recharge area to the Upper Floridan Aquifer and discharge to the Santa Fe River.

As demonstrated by the 2018 Water Yield Study commissioned by the five water management districts in Florida (Cohen et. al. 2018), areas with lower leaf area index yield the greatest water quantity to recharge. In other words, 390 acres of non-irrigated grassland, of which 309 have native groundcover is a greater contributor to recharge over say a similar property that is forested.

The property is composed of 309 acres of high quality native ground cover actively managed with prescribed fire, 123 acres of mature oak hammock woodlands and 81 acres of actively farmed hay pasture. The property is not irrigated.

Future use of the land would likely be active agriculture, subdivision and development. SRWMD land use maps from 2016 and 2017 show conversion from agriculture to development along the county road corridor to the property. Adjacent property owners that graze and grow hay have made offers. The owner is using the easement funds to buy out siblings so that the land stays in native cover and is not converted to pasture.

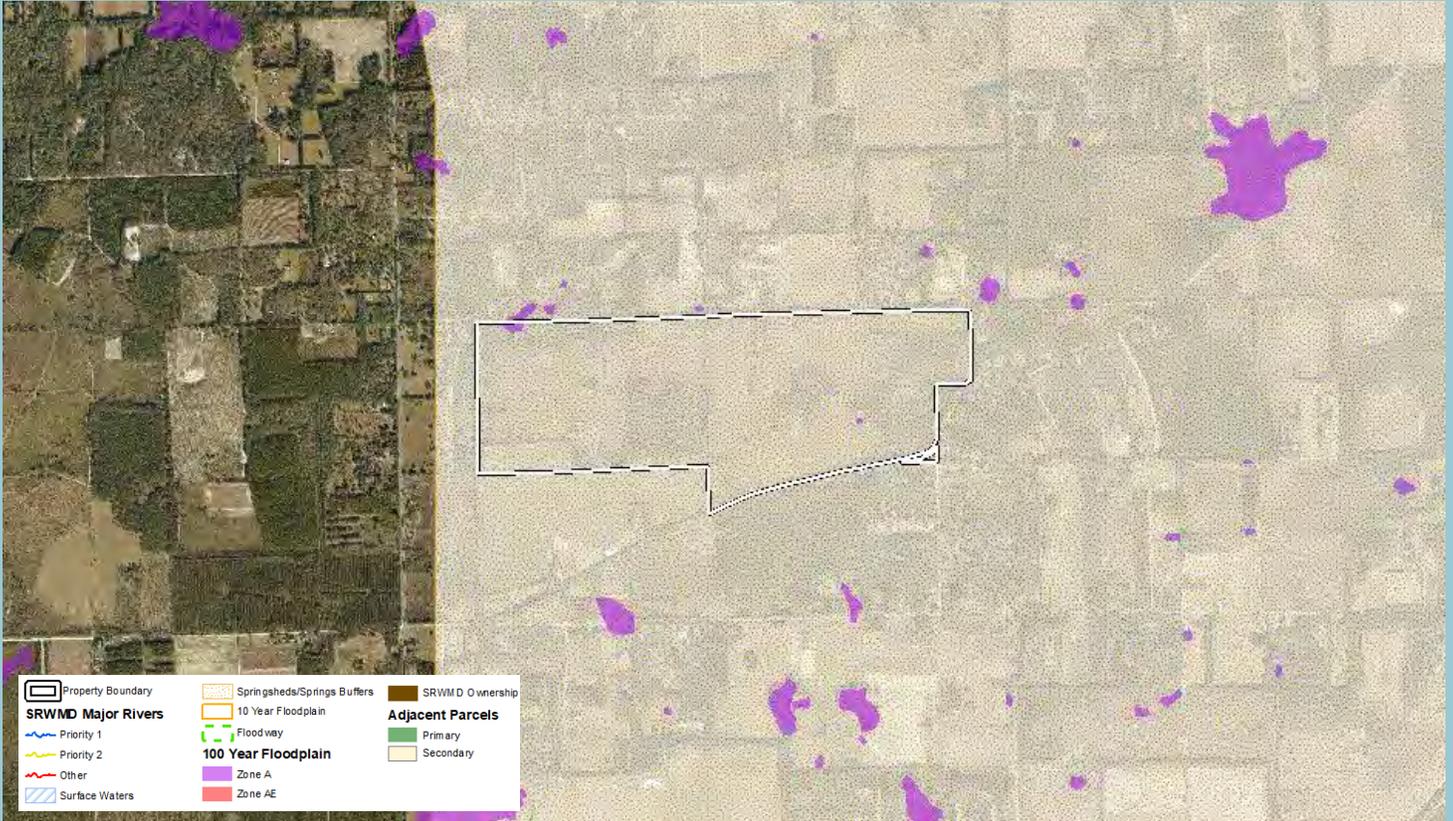
The 309 acres of native grassland would be easy to convert because it does not have any tree cover.

ACT is the easement holder over the property to prevent degradation of the high quality habitat and prohibit the introduction of non-native species. Will also protect existing wildlife populations like gopher tortoises.

By preventing future development or agricultural use, the current minimal production of nutrients will be maintained. Native grasslands low in woody species such as this produces high water infiltration yields to the Florida Aquifer and springs areas.

The land lies entirely within the Ichetucknee Spring Priority Focus Area (PFA). The Department of Environmental Protection delineates PFAs based on ground water travel time to the spring, hydrogeology, and nutrient loads in the springshed. Boundaries are adjusted to identifiable boundaries such as roads or political jurisdictions, therefore being on the edge of PFA does not diminish a property's contribution to the spring.

# Suwannee River Water Management District Triage Analysis Results



Property Name: Columbia County Grass

Date: 09/12/19

Acreage: 512

County: Columbia

Transaction Type: Acquisition

## Surface Water Protection-

Major River? (N)

Riverine Surface Waters? (N)

## Springs Protection -

Within Springshed or springs buffers?

(Y) [Itchetucknee] [± 512 ac]

## Adjacency

(N)

## Flood Protection-

Floodway? (N)

10 Year Floodplain? (N)

100 Year Floodplain? (Y) [± 1.5 ac]

## Miscellaneous:

PFA? (Y) [Itchetucknee]

WRCA? (Y) [Eastern]

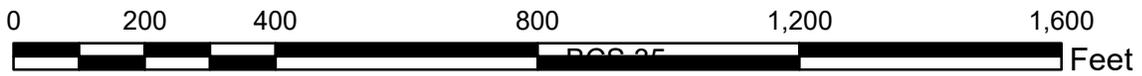
BMAP? (Y) [Santa Fe]

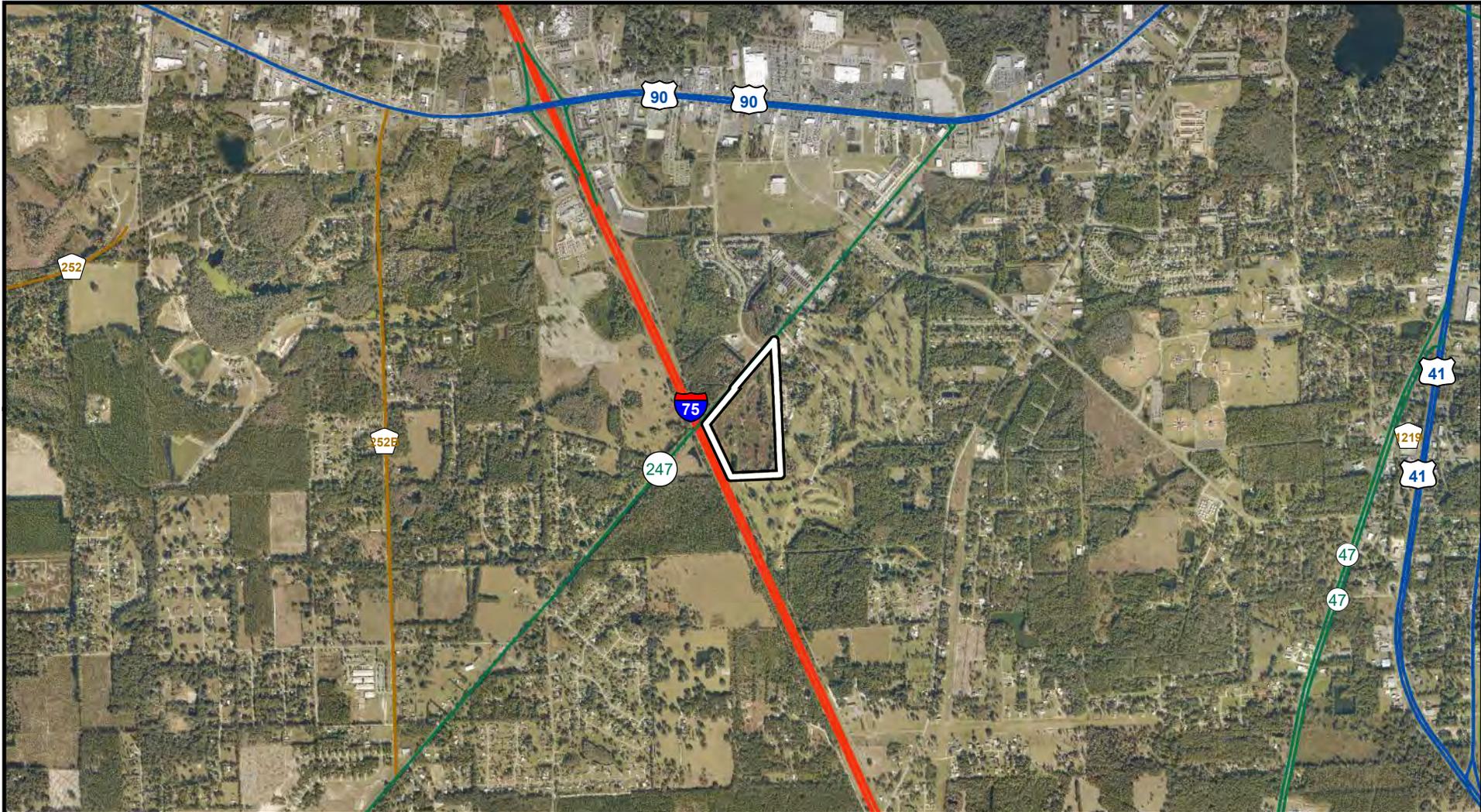


-  CYPRESS
-  INTERMITTENT PONDS
-  MIXED WETLAND HARDWOODS
-  RESERVOIRS LESS THAN 10 ACRES
-  UPLAND CUT DITCH
-  WETLAND CUT DITCH

**JOINT USE POND**

**FDOT POND**





Property Boundary



SRWMD Ownership



Other Public Ownership



SRWMD Proposed Acquisitions

**Adjacent Parcels Ranking**

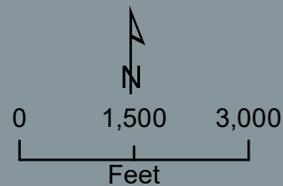


Primary

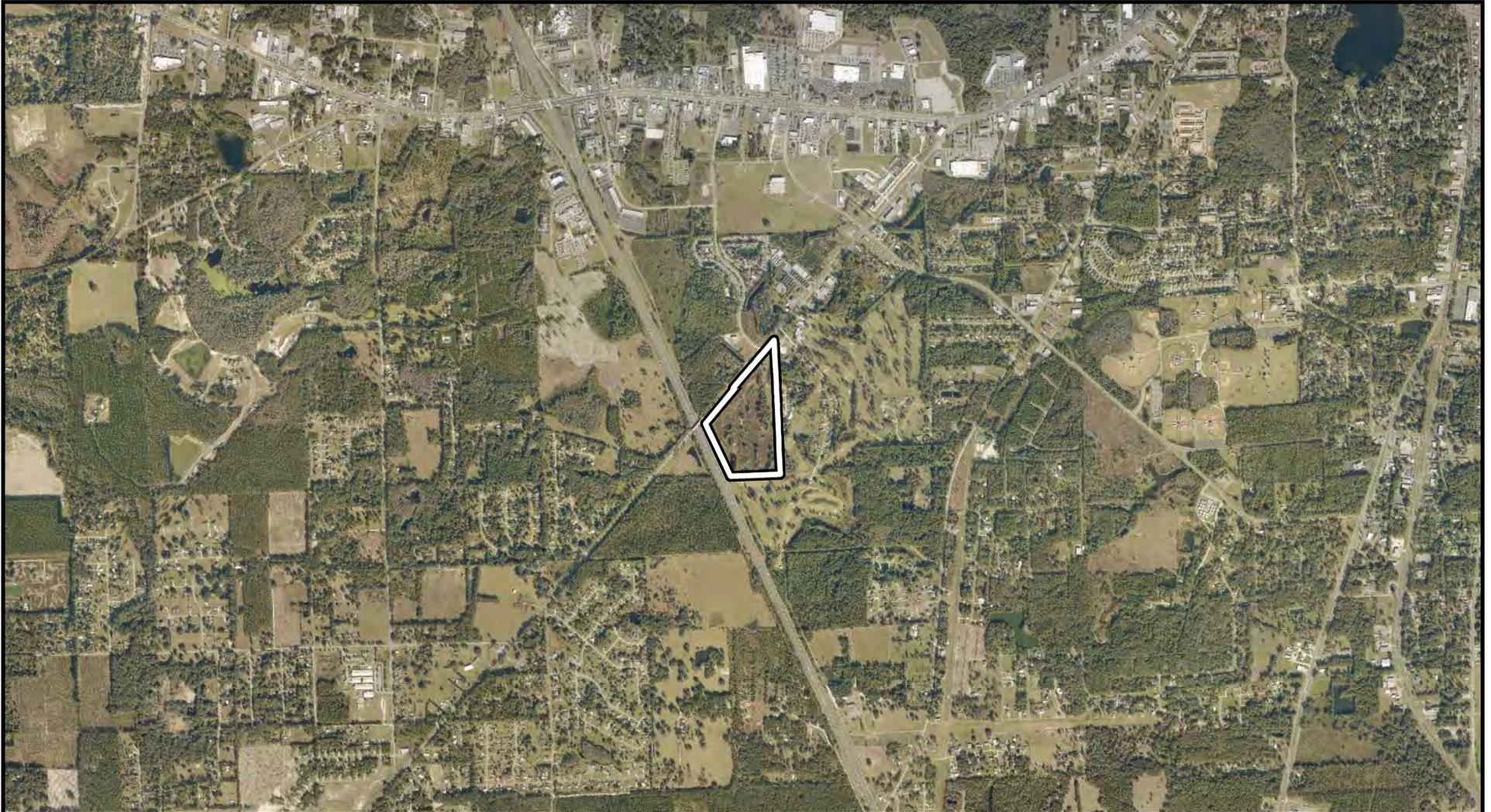


Secondary

**Quail Heights  
± 40.83 Ac  
Columbia County**

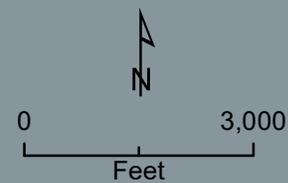
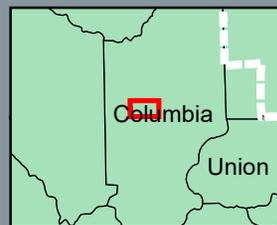


Note: This map was created by the Suwannee River Water Management District (SRWMD) to be used for planning purposes only. SRWMD shall not be held liable for any injury or damage caused by the use of data distributed as a public records request regardless of their use or application. SRWMD does not guarantee the accuracy, or suitability for any use of these data, and no warranty is expressed or implied. For more information please contact the SRWMD at 386-362-1001. Map Created 8/1/2019

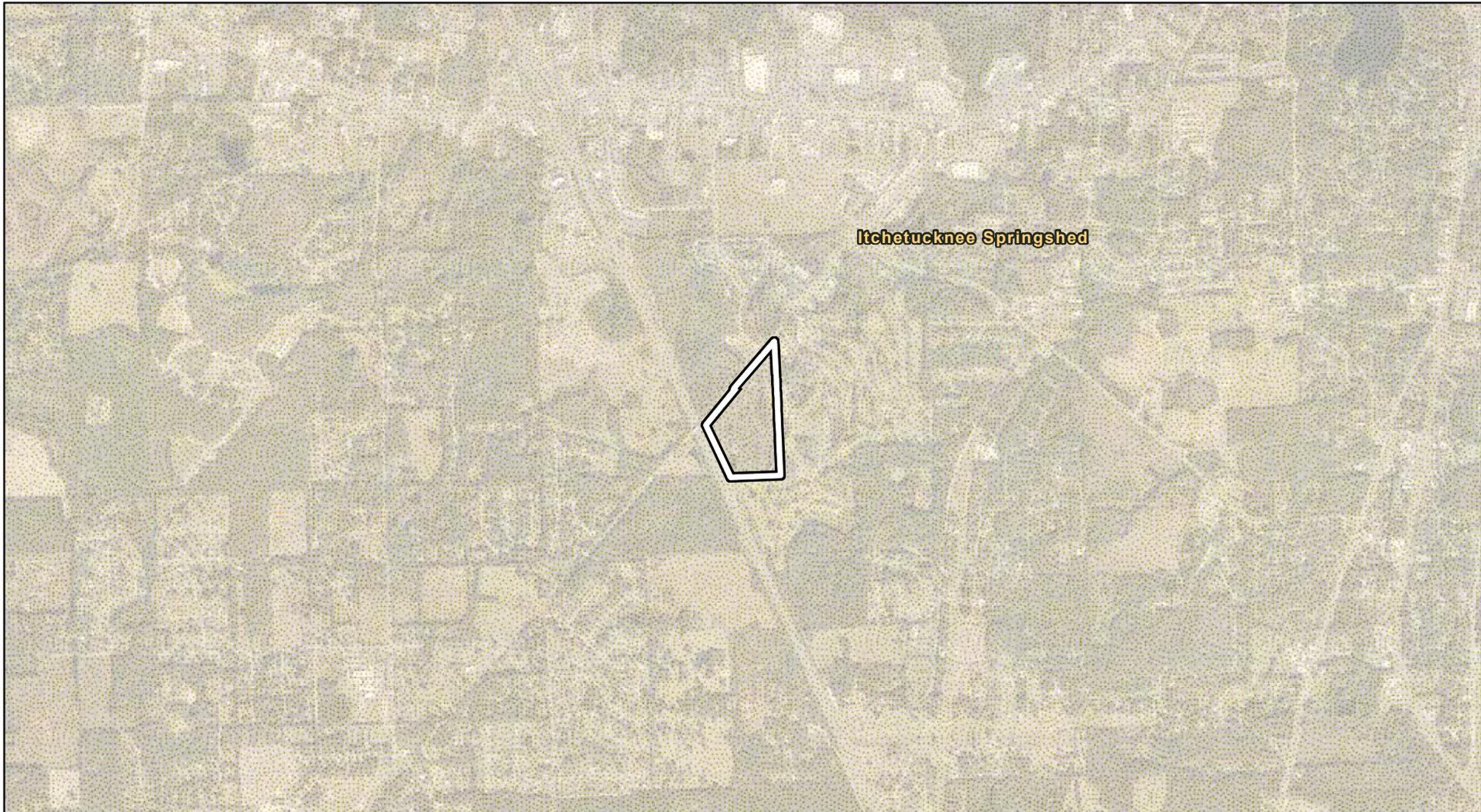


-  Property Boundary
-  Surface Waters (Riverine)
- SRWMD Major Rivers
-  Priority 1
-  Priority 2
-  Other

### Quail Heights Property Offer Surface Water Protection

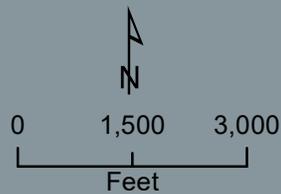


Note: This map was created by the Suwannee River Water Management District (SRWMD) to be used for planning purposes only. SRWMD shall not be held liable for any injury or damage caused by the use of data distributed as a public records request regardless of their use or application. SRWMD does not guarantee the accuracy, or suitability for any use of these data, and no warranty is expressed or implied. For more information please contact the SRWMD at 386-362-1001. Map Created 8/1/2019

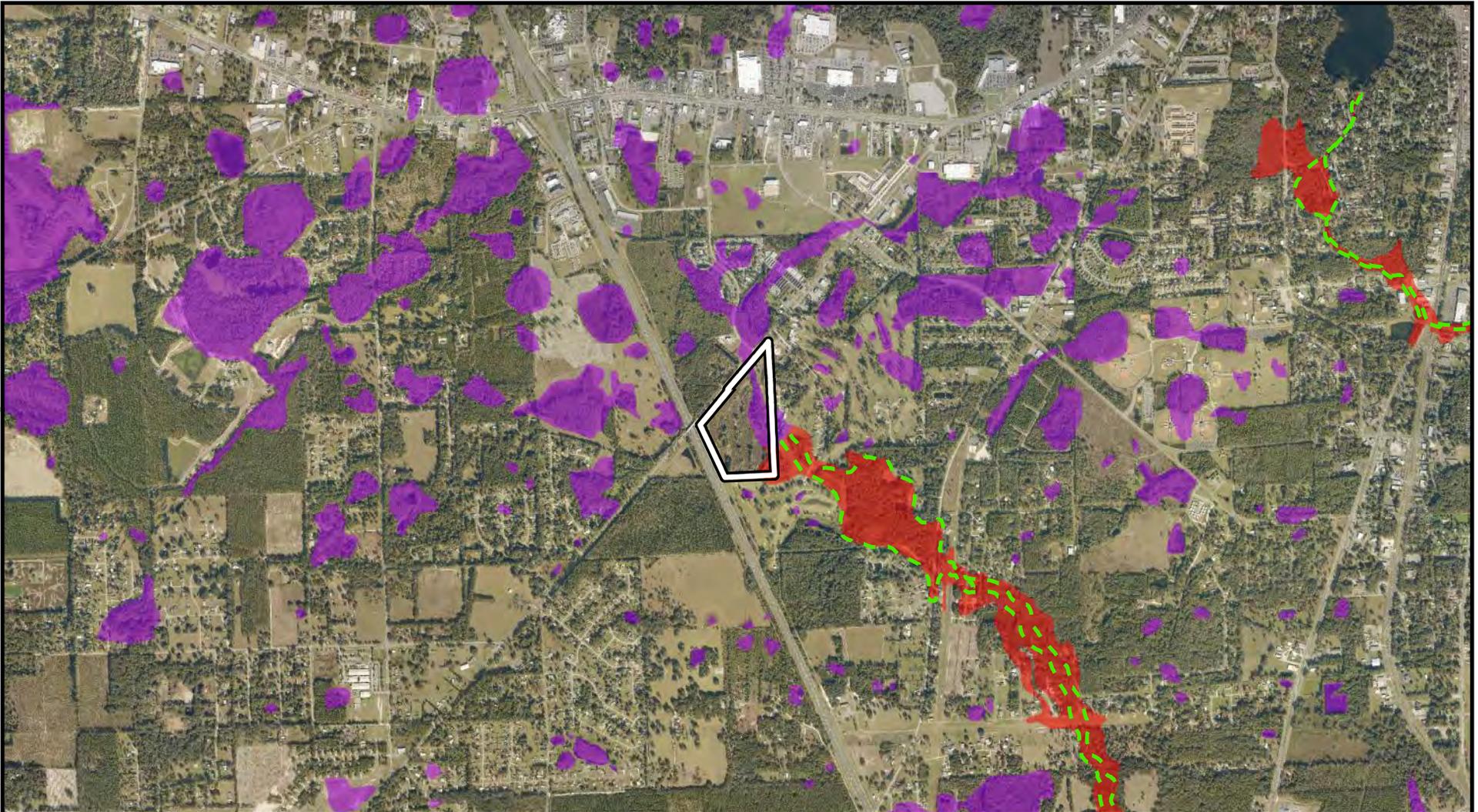


**Quail Heights  
Property Offer  
Springs Protection**

-  Property Boundary
-  Springs Protection

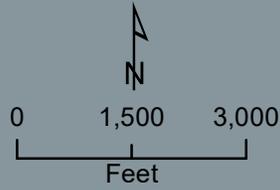
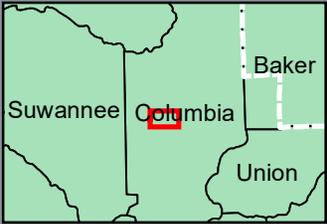


Note: This map was created by the Suwannee River Water Management District (SRWMD) to be used for planning purposes only. SRWMD shall not be held liable for any injury or damage caused by the use of data distributed as a public records request regardless of their use or application. SRWMD does not guarantee the accuracy, or suitability for any use of these data, and no warranty is expressed or implied. For more information please contact the SRWMD at 386-362-1001. Map Created 8/1/2019



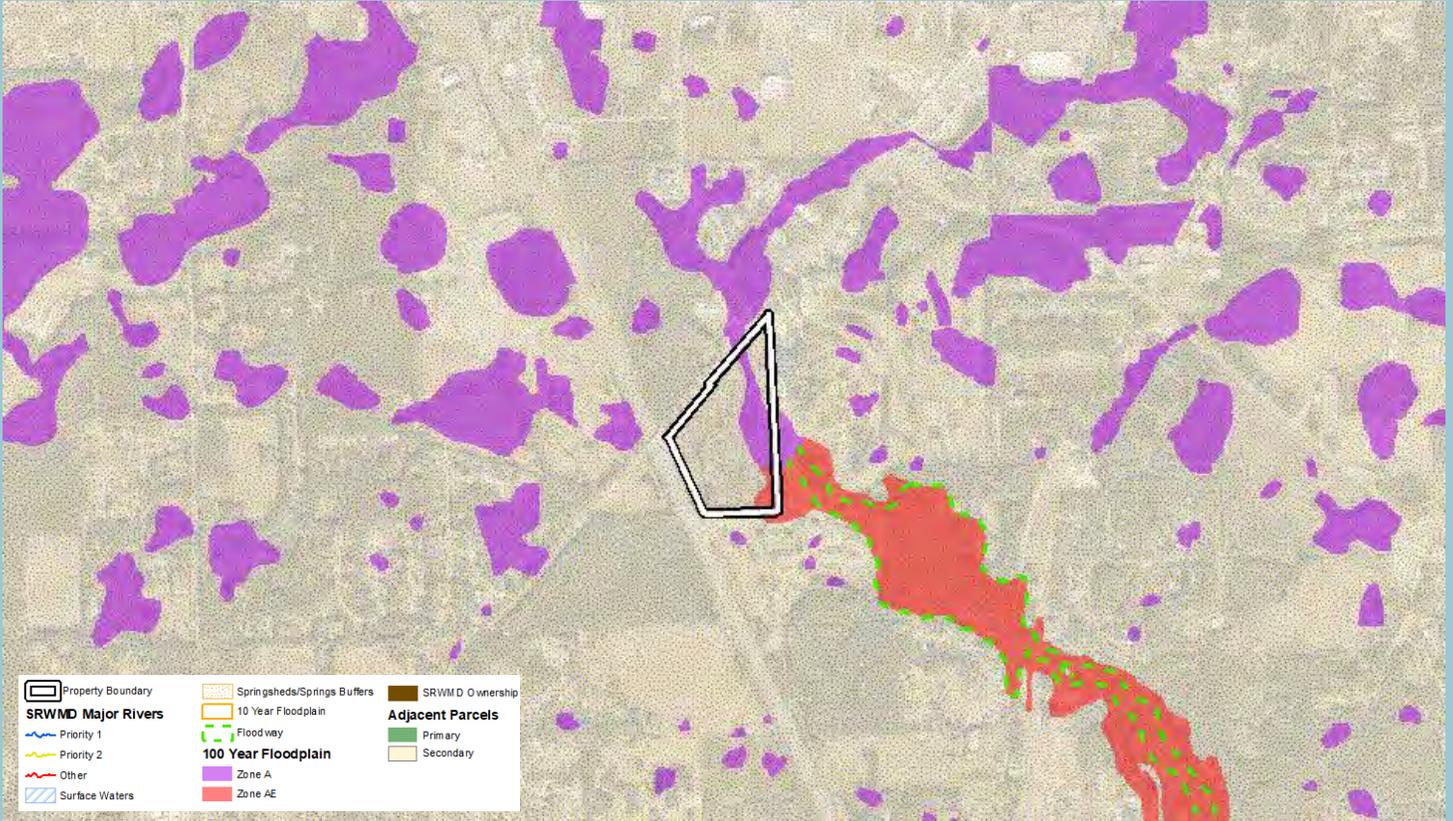
### Quail Heights Property Offer Floodplain Protection

-  Property Boundary
-  10 Year Floodplain
-  Floodway
- 100 Year Floodplain**
-  Zone A
-  Zone AE



Note: This map was created by the Suwannee River Water Management District (SRWMD) to be used for planning purposes only. SRWMD shall not be held liable for any injury or damage caused by the use of data distributed as a public records request regardless of their use or application. SRWMD does not guarantee the accuracy, or suitability for any use of these data, and no warranty is expressed or implied. For more information please contact the SRWMD at 386-362-1001. Map Created 8/1/2019

# Suwannee River Water Management District Triage Analysis Results



Property Name: Quail Heights

Date: 01/16/20

Acreage: ± 40.83 ac

County: Columbia

Transaction Type: Acquisition

## Surface Water Protection-

Major River? (N)

Riverine Surface Waters? (N)

## Springs Protection -

Within Springshed or springs buffers?

(Y) [Itchetucknee] [± 40.83 ac]

## Adjacency

(N)

## Flood Protection-

Floodway? (N)

10 Year Floodplain? (N)

100 Year Floodplain? (Y) [± 9.74 ac]

## Miscellaneous:

PFA? (Y) [Itchetucknee]

WSPA? (Y) [Eastern]

BMAP? (Y) [Santa Fe]



MEMORANDUM

TO: Governing Board

FROM: Pam Shaw, Chief, Office of Finance

THRU: Steve Minnis, Deputy Executive Director, Business and Community Services

DATE: February 28, 2020

RE: Approval of January 2020 Financial Report

RECOMMENDATION

**Staff recommends the Governing Board approve the January 2020 Financial Report and confirm the expenditures of the District.**

BACKGROUND

Section 373.553(1), Florida Statutes, authorizes the delegation of authority by the Governing Board to the Executive Director to disburse District funds, providing certification is made to the Board at the next regular meeting that such disbursement is proper, in order, and within budgetary limits. In compliance with the statutory provisions in Chapter 373, the Governing Board of the Suwannee River Water Management District has directed staff to prepare a Financial Report as attached.

PS/tm  
Attachments

**Suwannee River Water Management District  
Cash Report  
January 2020**

<b>Financial Institution/Account</b>	<b>Monthly Interest</b>	<b>Interest Rate %</b>	<b>Closing Balance</b>
First Federal Permit Fee	\$0.00		\$500.00
First Federal Accounts Payable	\$0.00		\$35,000.00
First Federal EFT Disbursements	\$0.00		\$0.00
First Federal Depository	\$38.99	0.01%	\$447,510.78
Special Purpose Investment Account (SPIA)*	<u>\$91,425.97</u>	2.44%	<u>\$43,946,623.24</u>
TOTAL	<u><u>\$91,464.96</u></u>		<u><u>\$44,429,634.02</u></u>

\*SPIA is part of the Florida Treasury Investment Pool

**Suwannee River Water Management District  
Statement of Sources and Uses of Funds  
For the Month ending January 31, 2020  
(Unaudited)**

	<b>Current Budget</b>	<b>Actuals Through 1/31/2020</b>	<b>Variance (Under)/Over Budget</b>	<b>Actuals As A % of Budget</b>
<b>Sources</b>				
Ad Valorem Property Taxes	\$ 5,848,822	\$ 4,869,033	\$ (979,789)	83.2%
Intergovernmental Revenues	\$ 49,303,103	\$ 6,275,356	\$ (43,027,747)	12.7%
Interest on Invested Funds	\$ 130,000	\$ 418,915	\$ 288,915	322.2%
License and Permit Fees	\$ 163,000	\$ 59,569	\$ (103,431)	36.5%
Other	\$ 1,000,000	\$ 766,744	\$ (233,256)	76.7%
Fund Balance <sup>1</sup>	\$ 9,116,055	\$ 233,905	\$ (8,882,150)	2.6%
<b>Total Sources</b>	<b>\$ 65,560,980</b>	<b>\$ 12,623,521</b>	<b>\$ (52,937,459)</b>	<b>19.3%</b>

	<b>Current Budget</b>	<b>Expenditures</b>	<b>Encumbrances <sup>2</sup></b>	<b>Available Budget</b>	<b>%Expended</b>	<b>%Obligated <sup>3</sup></b>
<b>Uses</b>						
Water Resources Planning and Monitoring	\$ 9,607,414	\$ 1,151,448	\$ 3,409,595	\$ 5,046,371	12%	47%
Acquisition, Restoration and Public Works	\$ 47,402,057	\$ 2,909,395	\$ 17,191,724	\$ 27,300,939	6%	42%
Operation and Maintenance of Lands and Works	\$ 5,132,262	\$ 871,037	\$ 1,636,205	\$ 2,625,021	17%	49%
Regulation	\$ 1,500,457	\$ 449,158	\$ 41,524	\$ 1,009,775	30%	33%
Outreach	\$ 231,018	\$ 95,883	\$ -	\$ 135,135	42%	42%
Management and Administration	\$ 1,687,772	\$ 552,607	\$ 99,024	\$ 1,036,141	33%	39%
<b>Total Uses</b>	<b>\$ 65,560,980</b>	<b>\$ 6,029,527</b>	<b>\$ 22,378,072</b>	<b>\$ 37,153,381</b>	<b>9%</b>	<b>43%</b>

<sup>1</sup> Actual Fund Balance used is recorded at the end of the fiscal year. This amount represents Fund Balance used for the Monitor Well Improvement Program and the AG and RIVER Cost-Share Programs

<sup>2</sup> Encumbrances represent unexpended balances of open purchase orders and contracts.

<sup>3</sup> Represents the sum of expenditures and encumbrances as a percentage of the available budget.

This financial statement is prepared as of January 31, 2020 and covers the interim period since the most recent audited financial statements.

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT**  
**STATEMENT OF ACTIVITY - REVENUE AND EXPENSE ROLLUP (UNAUDITED)**  
**FOR 1/31/2020**

	Y-T-D ACTUAL	ENCUMBRANCE	ANNUAL BUDGET
<b><u>FUND Report Recap -</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	6,127,148	0	7,141,822
LOCAL REVENUES	86,480	0	91,600
STATE REVENUES	6,025,853	0	45,019,003
FEDERAL REVENUES	150,135	0	4,192,500
FUND BALANCE UTILIZATION	233,905	0	9,116,055
<b>TOTAL REVENUES</b>	<b>12,623,521</b>	<b>0</b>	<b>65,560,980</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	1,965,222	0	6,499,032
CONTRACTUAL SERVICES	994,127	9,215,958	25,352,300
OPERATING EXPENDITURES	363,877	116,701	1,511,700
OPERATING CAPITAL OUTLAY	105,360	23,546	358,044
FIXED CAPITAL OUTLAY	3,559	0	4,047,000
INTERAGENCY EXPENDITURES	2,597,382	13,021,868	27,792,904
<b>TOTAL EXPENDITURES</b>	<b>6,029,527</b>	<b>22,378,073</b>	<b>65,560,980</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>6,593,994</b>	<b>(22,378,073)</b>	<b>0</b>
<b><u>FUND 01 - GENERAL FUND</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	5,270,092	0	5,038,023
LOCAL REVENUES	0	0	0
STATE REVENUES	2,059,810	0	2,740,000
FEDERAL REVENUES	92,515	0	0
FUND BALANCE UTILIZATION	0	0	769,184
<b>TOTAL REVENUES</b>	<b>7,422,417</b>	<b>0</b>	<b>8,547,207</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	1,560,930	0	5,160,643
CONTRACTUAL SERVICES	119,438	532,073	1,350,786
OPERATING EXPENDITURES	166,313	77,420	955,822
OPERATING CAPITAL OUTLAY	12,134	(354)	165,456
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	208,040	488,765	914,500
<b>TOTAL EXPENDITURES</b>	<b>2,066,855</b>	<b>1,097,904</b>	<b>8,547,207</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>5,355,562</b>	<b>(1,097,904)</b>	<b>0</b>
<b><u>FUND 03 - ALTERNATIVE WATER SUPPLY</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	0	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	5,100,000
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	0	0	0
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>5,100,000</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	0	0	1,100,000
OPERATING EXPENDITURES	0	0	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	0	0	4,000,000
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>5,100,000</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT**  
**STATEMENT OF ACTIVITY - REVENUE AND EXPENSE ROLLUP (UNAUDITED)**  
**FOR 1/31/2020**

	Y-T-D ACTUAL	ENCUMBRANCE	ANNUAL BUDGET
<b><u>FUND 06 - SPRINGS GRANTS</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	0	0	60,000
LOCAL REVENUES	0	0	0
STATE REVENUES	1,505,447	0	32,168,000
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	0	0	0
<b>TOTAL REVENUES</b>	<b>1,505,447</b>	<b>0</b>	<b>32,228,000</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	299,819	3,815,708	11,930,000
OPERATING EXPENDITURES	0	0	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	2,200,000
INTERAGENCY EXPENDITURES	2,064,699	10,842,553	18,098,000
<b>TOTAL EXPENDITURES</b>	<b>2,364,518</b>	<b>14,658,261</b>	<b>32,228,000</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(859,071) *</b>	<b>(14,658,261)</b>	<b>0</b>
	<i>*To be reimbursed by FDEP Grants</i>		
<b><u>FUND 07 - LOCAL REVENUE</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	0	0	0
LOCAL REVENUES	86,480	0	91,600
STATE REVENUES	0	0	0
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	0	0	0
<b>TOTAL REVENUES</b>	<b>86,480</b>	<b>0</b>	<b>91,600</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	0	0	0
OPERATING EXPENDITURES	0	0	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	86,480	520	91,600
<b>TOTAL EXPENDITURES</b>	<b>86,480</b>	<b>520</b>	<b>91,600</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>0</b>	<b>(520)</b>	<b>0</b>
<b><u>FUND 08 - WMLTF - SPRINGS</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	1,640	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	150,000
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	0	0	0
<b>TOTAL REVENUES</b>	<b>1,640</b>	<b>0</b>	<b>150,000</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	0	0	0
OPERATING EXPENDITURES	0	0	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	0	150,000	150,000
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>150,000</b>	<b>150,000</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>1,640</b>	<b>(150,000)</b>	<b>0</b>

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT**  
**STATEMENT OF ACTIVITY - REVENUE AND EXPENSE ROLLUP (UNAUDITED)**  
**FOR 1/31/2020**

	Y-T-D ACTUAL	ENCUMBRANCE	ANNUAL BUDGET
<b><u>FUND 09 - MONITOR WELL</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	0	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	0
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	0	0	50,000
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>50,000</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	0	0	50,000
OPERATING EXPENDITURES	0	0	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>50,000</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b><u>FUND 10 - LAND CONSERVATION - FLORIDA FOREVER &amp; P2000</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	380	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	0
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	1,320	0	25,000
<b>TOTAL REVENUES</b>	<b>1,700</b>	<b>0</b>	<b>25,000</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	1,700	16,500	25,000
OPERATING EXPENDITURES	0	0	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>1,700</b>	<b>16,500</b>	<b>25,000</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>0</b>	<b>(16,500)</b>	<b>0</b>
<b><u>FUND 12 - DOT ETDM</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	395	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	0
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	0	0	5,458
<b>TOTAL REVENUES</b>	<b>395</b>	<b>0</b>	<b>5,458</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	5,458
CONTRACTUAL SERVICES	0	0	0
OPERATING EXPENDITURES	0	0	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>5,458</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>395</b>	<b>0</b>	<b>0</b>

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT**  
**STATEMENT OF ACTIVITY - REVENUE AND EXPENSE ROLLUP (UNAUDITED)**  
**FOR 1/31/2020**

	Y-T-D ACTUAL	ENCUMBRANCE	ANNUAL BUDGET
<b><u>FUND 13 - LAND MANAGEMENT &amp; OPERATIONS</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	766,744	0	2,043,799
LOCAL REVENUES	0	0	0
STATE REVENUES	2,130,119	0	2,311,119
FEDERAL REVENUES	0	0	40,000
FUND BALANCE UTILIZATION	0	0	1,044,344
<b>TOTAL REVENUES</b>	<b>2,896,863</b>	<b>0</b>	<b>5,439,262</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	215,975	0	667,047
CONTRACTUAL SERVICES	371,641	1,261,716	2,530,014
OPERATING EXPENDITURES	195,317	32,738	513,878
OPERATING CAPITAL OUTLAY	93,226	23,900	192,588
FIXED CAPITAL OUTLAY	3,559	0	877,000
INTERAGENCY EXPENDITURES	30	62,085	658,735
<b>TOTAL EXPENDITURES</b>	<b>879,748</b>	<b>1,380,439</b>	<b>5,439,262</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>2,017,115</b>	<b>(1,380,439)</b>	<b>0</b>
<b><u>FUND 19 - FDOT MITIGATION</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	4,356	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	100,000
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	0	0	111,000
<b>TOTAL REVENUES</b>	<b>4,356</b>	<b>0</b>	<b>211,000</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	250	0	211,000
OPERATING EXPENDITURES	0	6,543	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>250</b>	<b>6,543</b>	<b>211,000</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>4,106</b>	<b>(6,543)</b>	<b>0</b>
<b><u>FUND 20 - MINIMUM FLOWS AND MINIMUM WATER LEVELS (MFL)</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	0	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	330,477	0	1,949,884
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	0	0	0
<b>TOTAL REVENUES</b>	<b>330,477</b>	<b>0</b>	<b>1,949,884</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	188,317	0	665,884
CONTRACTUAL SERVICES	75,658	371,278	1,029,000
OPERATING EXPENDITURES	2,247	0	30,000
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	64,255	118,735	225,000
<b>TOTAL EXPENDITURES</b>	<b>330,477</b>	<b>490,013</b>	<b>1,949,884</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>0</b>	<b>(490,013)</b>	<b>0</b>

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT**  
**STATEMENT OF ACTIVITY - REVENUE AND EXPENSE ROLLUP (UNAUDITED)**  
**FOR 1/31/2020**

	Y-T-D ACTUAL	ENCUMBRANCE	ANNUAL BUDGET
<b><u>FUND 29 - SUWANNEE RIVER PARTNERSHIP (SRP)</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	9,175	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	0
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	27,575	0	153,000
<b>TOTAL REVENUES</b>	<b>36,750</b>	<b>0</b>	<b>153,000</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	0	0	0
OPERATING EXPENDITURES	0	0	6,000
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	36,750	110,250	147,000
<b>TOTAL EXPENDITURES</b>	<b>36,750</b>	<b>110,250</b>	<b>153,000</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>0</b>	<b>(110,250)</b>	<b>0</b>
<b><u>FUND 33 - PCS MITIGATION - LAND ACQUISITION</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	74,366	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	0
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	0	0	1,000,000
<b>TOTAL REVENUES</b>	<b>74,366</b>	<b>0</b>	<b>1,000,000</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	0	0	30,000
OPERATING EXPENDITURES	0	0	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	970,000
INTERAGENCY EXPENDITURES	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>1,000,000</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>74,366</b>	<b>0</b>	<b>0</b>
<b><u>FUND 51 - DISTRICT AG COST-SHARE</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	0	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	0
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	67,881	0	2,020,000
<b>TOTAL REVENUES</b>	<b>67,881</b>	<b>0</b>	<b>2,020,000</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	67,881	1,089,400	2,000,000
OPERATING EXPENDITURES	0	0	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	0	0	20,000
<b>TOTAL EXPENDITURES</b>	<b>67,881</b>	<b>1,089,400</b>	<b>2,020,000</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>0</b>	<b>(1,089,400)</b>	<b>0</b>

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT**  
**STATEMENT OF ACTIVITY - REVENUE AND EXPENSE ROLLUP (UNAUDITED)**  
**FOR 1/31/2020**

	Y-T-D ACTUAL	ENCUMBRANCE	ANNUAL BUDGET
<b><u>FUND 52 - WATER RESOURCE DEVELOPMENT</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	0	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	0
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	0	0	1,680,000
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>1,680,000</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	0	90,653	450,000
OPERATING EXPENDITURES	0	0	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	0	0	1,230,000
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>90,653</b>	<b>1,680,000</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>0</b>	<b>(90,653)</b>	<b>0</b>
<b><u>FUND 53 - DISTRICT RIVER COST-SHARE</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	0	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	0
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	137,129	0	2,258,069
<b>TOTAL REVENUES</b>	<b>137,129</b>	<b>0</b>	<b>2,258,069</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	0	0	0
OPERATING EXPENDITURES	0	0	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	137,129	1,248,960	2,258,069
<b>TOTAL EXPENDITURES</b>	<b>137,129</b>	<b>1,248,960</b>	<b>2,258,069</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>0</b>	<b>(1,248,960)</b>	<b>0</b>
<b><u>FUND 56 - FEMA</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	0	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	0
FEDERAL REVENUES	57,620	0	3,696,000
FUND BALANCE UTILIZATION	0	0	0
<b>TOTAL REVENUES</b>	<b>57,620</b>	<b>0</b>	<b>3,696,000</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	57,620	1,982,280	3,690,000
OPERATING EXPENDITURES	0	0	6,000
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>57,620</b>	<b>1,982,280</b>	<b>3,696,000</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>0</b>	<b>(1,982,280)</b>	<b>0</b>

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT**  
**STATEMENT OF ACTIVITY - REVENUE AND EXPENSE ROLLUP (UNAUDITED)**  
**FOR 1/31/2020**

	Y-T-D ACTUAL	ENCUMBRANCE	ANNUAL BUDGET
<b><u>FUND 60 - REIMBURSABLE GRANTS</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	0	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	500,000
FEDERAL REVENUES	0	0	456,500
FUND BALANCE UTILIZATION	0	0	0
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>956,500</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	120	56,350	956,500
OPERATING EXPENDITURES	0	0	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>120</b>	<b>56,350</b>	<b>956,500</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(120) *</b>	<b>(56,350)</b>	<b>0</b>
<i>*To be reimbursed by USGS Grant</i>			

MEMORANDUM

TO: Governing Board

FROM: Pam Shaw, Chief, Office of Finance

THRU: Steve Minnis, Deputy Executive Director, Business and Community Services

DATE: February 28, 2020

RE: Acceptance of Inspector General Audit Report #20-01 from Law, Redd, Crona & Munroe, P.A.

RECOMMENDATION

**Staff recommends the Governing Board accept the District Inspector General Internal Audit Report #20-01 from Law, Redd, Crona & Munroe, P.A.**

BACKGROUND

Law, Redd, Crona & Munroe, P.A., prepared the following Inspector General Audit Report per the Fiscal Year 2019-2020 Internal Audit Work Plan:

- Report #20-01, dated January 31, 2020 – Follow-up Report on District Corrective Actions Regarding Prior Internal Audit Findings

Staff provided support to Law, Redd, Crona & Munroe during the audit process.

The audit report was presented to the Audit Committee at its February 11, 2020 meeting. The Audit Committee voted to recommend the report to be accepted by the Governing Board.

PS/tm  
Attachment

**SUWANNEE RIVER  
WATER MANAGEMENT DISTRICT**

**FOLLOW-UP REPORT ON DISTRICT CORRECTIVE ACTIONS  
REGARDING  
PRIOR INTERNAL AUDIT FINDINGS**

**REPORT #20-01**

**January 31, 2020**

## TABLE OF CONTENTS

Transmittal Letter	1
Internal Auditor's Report	2



**Law, Redd, Crona & Munroe, P.A.**  
*Certified Public Accountants*

Governing Board  
Suwannee River Water Management District  
9225 CR 49  
Live Oak, Florida 32060

Pursuant to Section 20.055(8)(c)4., Florida Statutes, and the District's internal audit activity charter, as the District's Inspector General we are reporting on the status of the Suwannee River Water Management District corrective actions taken on unresolved prior internal audit findings and recommendations disclosed during the period October 1, 2015, through September 30, 2019.

If you have any questions regarding this report, please contact Richard Law, C.P.A. or Jon Ingram, C.P.A.

Sincerely,

*Law Redd Crona + Munroe P.A.*

**LAW, REDD, CRONA & MUNROE, P.A.**  
Tallahassee, Florida  
January 31 2020

***FOLLOW-UP ON PRIOR INTERNAL AUDIT FINDINGS  
AND RECOMMENDATIONS***

**JANUARY 31, 2020**

**BACKGROUND**

Pursuant to Section 20.055(8)(c)4., Florida Statutes, and the internal audit activity charter, the District's Inspector General is required to follow up and report on the status of management's corrective actions taken on findings and recommendations disclosed in previous internal audit reports.

In our internal audit report #19-01, dated January 15, 2019, we reported that the District had corrected five of the seven findings and recommendations disclosed in internal audit reports during the three-year period of October 1, 2015, through September 30, 2018. Corrective action was found to be in progress for the remaining two findings.

During the period of October 1, 2018, through September 30, 2019, there were no new internal audit findings or recommendations. Accordingly, only the two prior findings carried forward from report #19-01 needed follow-up for this audit report.

**OBJECTIVES, SCOPE, AND METHODOLOGY**

The objective of this follow-up engagement was to determine the status of corrective actions taken by the District to address the two findings and recommendations carried forward from report #19-01, dated January 15, 2019. The two findings are listed in a table presented in the Observations and Recommendations section of this report.

The scope of our follow-up activities focused on District actions taken to address the above-described internal audit findings and recommendations.

To achieve our audit objectives, we conducted the following procedures:

- 1) Examined internal audit report #19-01 and supporting working papers. Reviewed the details of the applicable prior findings and previous District management responses thereto.
- 2) Made inquiries of and obtained representations from District management regarding the current status of corrective actions taken to address the prior internal audit findings and recommendations.
- 3) Examined District records and documentation relating to management's corrective actions.

***FOLLOW-UP ON PRIOR INTERNAL AUDIT FINDINGS  
AND RECOMMENDATIONS***

**JANUARY 31, 2020**

**OBSERVATIONS AND RECOMMENDATIONS**

Our audit disclosed that the District continues to make progress in addressing the remaining unresolved findings and recommendations disclosed in report #19-01. For a list of the prior internal audit findings and the results of our follow-up on each finding, please see the following table.

<b>Prior Internal Audit Findings Corrective Action Status</b>		
<b>Report</b>	<b>Finding</b>	<b>Status as of February 2020</b>
19-01 IT Controls	Finding 1: Periodic Re-performance of Employee Background Screening	Corrected
	Finding 3: Other IT Control Findings	In Progress (as detailed below)
	• Protecting Administrator Login Accounts	In Progress
	• IT Disaster Recovery Planning	Corrected
	• IT Risk Assessment	In Progress
	• Security Incident Response Planning	Corrected

As shown above, some items included within Finding 3 of report #19-01 are still in the process of being addressed by the District. The finding regarding security incident response planning was corrected by the District subsequent to our audit fieldwork and during the process of our communication of the audit results to management, but before the issuance of this report. We are not disclosing specific details of the issues in this report to avoid the possibility of compromising security over District data and IT resources. However, we have communicated the specific details to District management.

**Recommendation:**

District management should continue working toward addressing the IT control issues as resources permit.

**Management's Response:**

The Suwannee River Water Management District will continue to enhance and improve IT control issues as recommended by the Inspector General.

*FOLLOW-UP ON PRIOR INTERNAL AUDIT FINDINGS AND RECOMMENDATIONS*

---

**CONCLUSION**

As discussed above, District management has made progress in addressing the observations and recommendations from our prior internal audit report #19-01. We recommend that management review each issue in this report, determine the cost benefit of the recommendation, and take appropriate action.

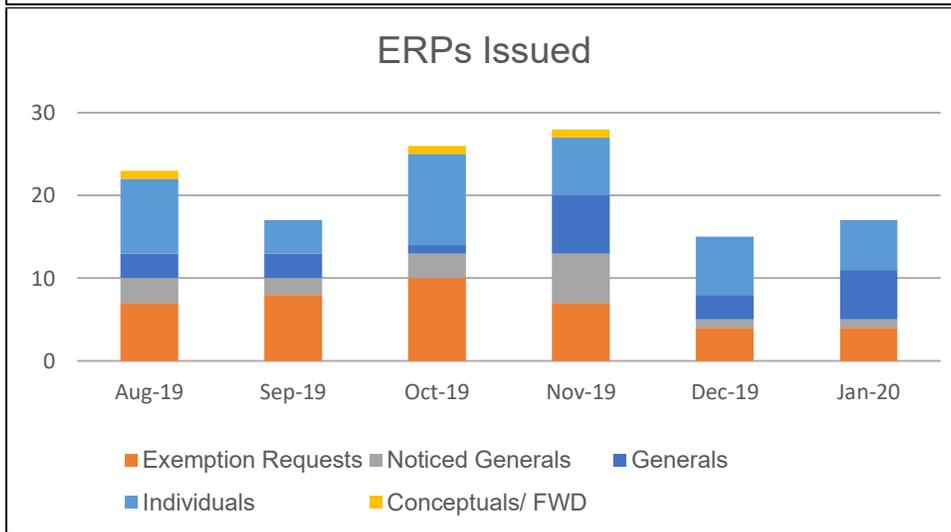
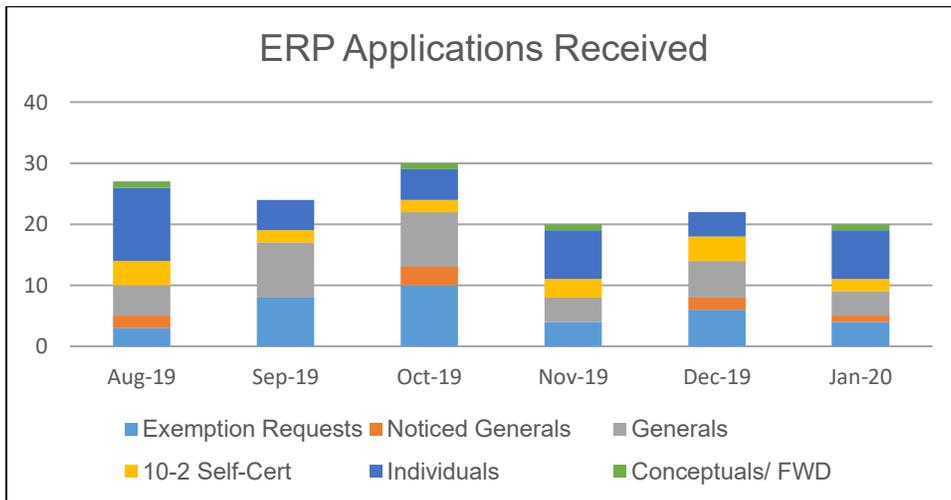
We wish to thank District management and staff for their helpfulness and cooperation in this endeavor. If there are any questions regarding our observations or recommendations, please feel free to call Richard Law, C.P.A. or Jon Ingram, C.P.A.

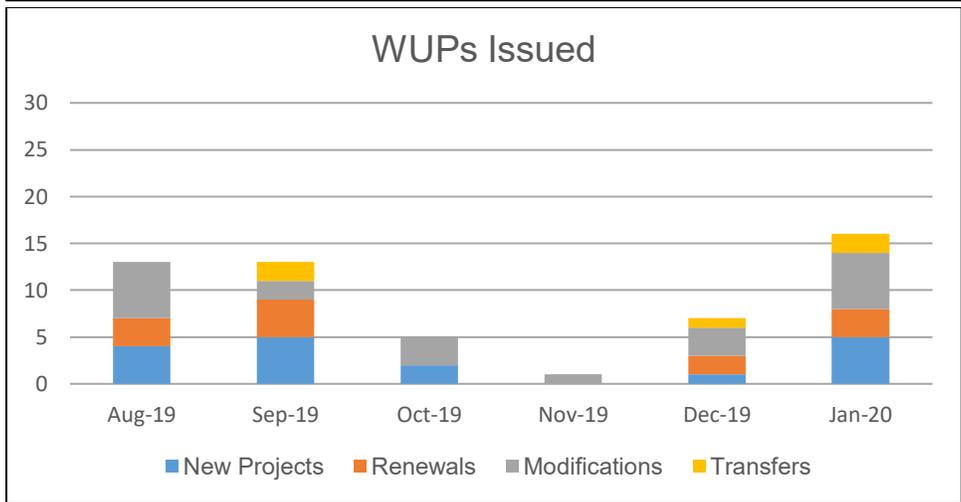
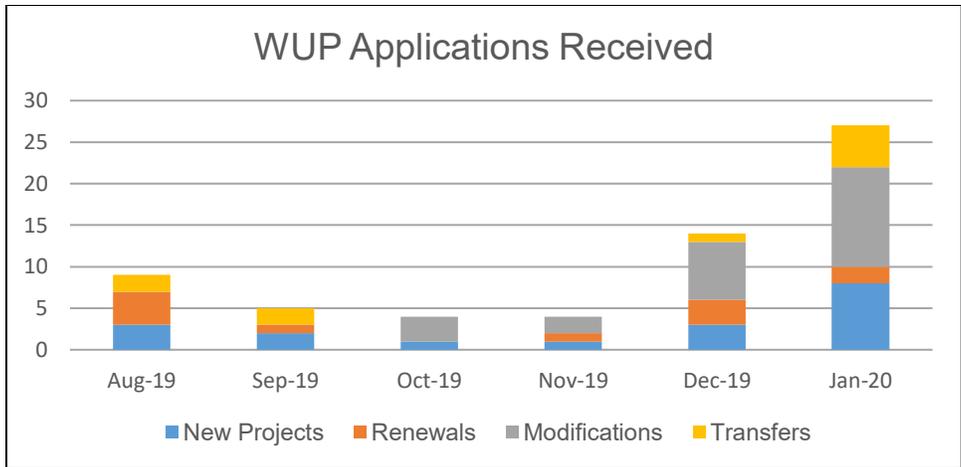
*Law Redd Crona + Munroe P.A.*

**LAW, REDD, CRONA, & MUNROE, P.A.**

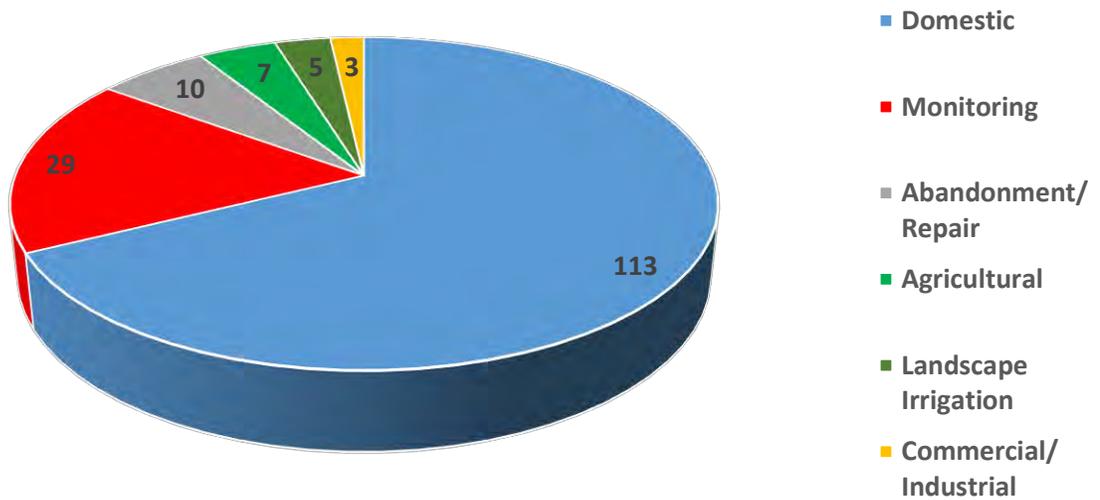
MEMORANDUM

TO: Governing Board  
FROM: Warren Zwanka, P.G., Division Director, Resource Management  
THRU: Steve Minnis, Deputy Executive Director, Business and Community Services  
DATE: February 28 2020  
RE: Permitting Summary Report





Water Well Permits Issued Jan-20



**40B-1.722 (New Rule)  
Electronic Fund Transfer**

GB Authorized Rulemaking	10/10/2019	GB Authorized Rulemaking	
Notice of Rule Development		Notice of Rule Development	
Public Workshop		Public Workshop	
Notice of Proposed Rule		Notice of Proposed Rule	
Notice of Rule Change		Notice of Rule Change	
Mail to DOS		Mail to DOS	
<b>Effective Date</b>		<b>Effective Date</b>	

**Compliance Agreements:**

Item 132055: Big Ponds, LLC (Iron Horse Mud Ranch) – Requires Individual ERP for wetland restoration and \$635.58 in staff costs.

MEMORANDUM

TO: Governing Board

FROM: Warren Zwanka, P.G., Director, Division of Resource Management

THRU: Steve Minnis, Deputy Executive Director, Business and Community Services

DATE: March 2, 2020

RE: Authorization to Deny Water Use Permit Renewal Application 2-041-218202-3 Seven Springs Water Company Project, Gilchrist County

**Staff recommends the Governing Board deny Water Use Permit renewal application number 2-041-218202-3 for failure to provide reasonable assurance that the requested water use will meet the conditions for issuance set forth in rule 40B-2.301, Florida Administrative Code and the Water Use Permit Applicant's Handbook.**

BACKGROUND

The Seven Springs Water Use Permit was originally issued on September 11, 1995 and modified on June 25, 1999. A timely application to renew this permit was received by the District on March 18, 2019. Responses to requests for additional information (RAI) with amended applications to renew this permit were received by the District on June 27, 2019 and November 1, 2019. On January 14, 2020, the applicant provided the third and final RAI response and, in the response, directed the District to deem the application complete pursuant to section 120.60(1), Florida Statutes (F.S.). Section 120.60(1), F.S. provides that, upon the applicant's request, the District shall deem the application complete and process the application based on the materials submitted at that time.

Section 40B-2.361(2), Florida Administrative Code (F.A.C.) provides that all permit renewal applications shall be processed as new permits, and shall contain reasonable assurances that the proposed water use meets all of the conditions for issuance in rule 40B-2.301, F.A.C., and the Water Use Permit Applicant's Handbook (Handbook). Section 2.3.4.1 of the Handbook contains factors that must be considered for beverage processing water uses. The definition of "beverage processing use" set out in section 1.1 of the Handbook specially includes the sealing of drinkable liquids (including bottled water, as defined in section 500.03(1)(d), F.S.) in bottles, packages, or other containers and offered for sale for human consumption.

The application as submitted does not provide reasonable assurances that the proposed beverage processing use is reasonable-beneficial and consistent with the public interest as described in the attached staff report.

WZ/tm

WATER USE TECHNICAL STAFF REPORT  
 February 27, 2020  
 Permit 2-041-218202-3

**Land Owner:** Spring Land Trust, LLC  
 Attn: Barbara Wray  
 7300 Northeast Ginnie Springs Road  
 High Springs, FL 32643-9102

Nestlé Waters North America, Inc.  
 Attn: George T. Ring  
 900 Long Ridge Road, Building 2  
 Stamford, CT 06902-1140

**Applicant:** Seven Springs Water Company  
 Attn: Risa Klemans  
 101 Northeast Ginnie Springs Road  
 High Springs, FL 32643

**Compliance Contact:** Seven Springs Water Company  
 Attn: Risa Klemans  
 101 Northeast Ginnie Springs Road  
 High Springs, FL 32643

**Project Name:** Seven Springs Water Company  
**County:** Gilchrist

**Located in WSPA:** Yes (Eastern WSPA)

**Reviewers:** Stefani Weeks, Warren Zwanka

**WATER USE SUMMARY:**

<b>Allocation Summary</b>		
<b>Average Daily Rate* (Million Gallons Per Day)</b>	<b>Freeze Protection (Million Gallons Per Year)</b>	<b>New Water to Average Daily Rate (Million Gallons Per Day)</b>
1.1520	N/A	N/A

\* The District authorizes water use on an average annual basis (Section 2.3.1.2, Handbook)

**Recommendation: Denial of requested beverage processing water use**

**Project Description:**

This project is located on approximately 604 controlled acres in Sections 2 and 3, Township 8 South, Range 16 East, and Section 34, Township 7 South, Range 16 East of Gilchrist county; approximately six miles west of High Springs. Groundwater from two 10-inch diameter production wells (P-1 and P-2) is withdrawn on property owned by Spring Land Trust, LLC and used for beverage processing and other associated uses at an adjacent 320,000 ft<sup>2</sup> facility owned by Nestlé Waters North America, Inc. (Nwana). A third production well (P-3) is proposed and would replace well P-1 once placed into service. As required by the existing permit, the permittee submits daily water use reports on a monthly basis.

**Staff Review:**

Pursuant to rule 40B-2.361(2), Florida Administrative Code (F.A.C.), permit renewal applications shall contain reasonable assurances that the proposed water use meets all of the conditions for issuance in Rule 40B-2.301, F.A.C., and the Water Use Permit Applicant's Handbook (Handbook). Sections 2.3.4.1(a) through (k) of the Handbook set forth the factors that will be considered in determining whether a proposed beverage processing use is reasonable-beneficial and consistent with the public interest.

Section 2.3.4.1(i) requires the District to consider the contractual obligation to provide water for beverage processing. The applicant declined to provide a copy of its contract with NRNA and, instead, provided a memorandum of this contract. This memorandum does not show that applicant is obligated to provide any or all of the requested allocation to NRNA. Therefore, the required reasonable assurance has not been provided.

Section 2.3.4.1(j) requires the District to consider evidence of the physical and financial ability to process the requested amount of water. The applicant has requested an allocation of 1.1520 mgd. As part of the application, the applicant reported the actual use of water at the facility for the years 1995 through 2019. The highest reported actual use of water at the facility was for 2006, which showed an average annual water use of 0.3874 mgd (page 63 of the January 14, 2020 RAI response). As the highest reported actual use of water in the facility was significantly less than the requested allocation, the previous use does not provide evidence of the physical ability to process the requested allocation. The applicant has asserted that the facility is being renovated to have the physical ability to process the requested allocation. But the applicant has failed to provide sufficient evidence showing that such renovations will create the necessary physical ability. Therefore, the required reasonable assurance has not been provided.

Section 2.3.4.1(c) through (f) and (h) require the District to consider certain matters concerning the beverage processing facility or facilities where the use will occur. The applicant has only provided information for the High Springs facility, but has provided no reasonable assurance that the High Springs facility is the only beverage processing facility where the use of the requested allocation will occur. Therefore, the required reasonable assurance has not been provided.

**WITHDRAWAL POINT INFORMATION:**

<b>Wells Detail</b>							
<b>District ID</b>	<b>Station Name</b>	<b>Casing Diameter (inches)</b>	<b>Capacity (GPM)</b>	<b>Source Name</b>	<b>Status</b>	<b>Use Type</b>	<b>Secondary Use Type</b>
135840	P-1	10	600	FAS - Upper Floridan Aquifer	Active	Commercial	Beverage Processing
135841	P-2	10	600	FAS - Upper Floridan Aquifer	Active	Commercial	Beverage Processing
138124	P-3	10	600	FAS - Upper Floridan Aquifer	Proposed	Commercial	Beverage Processing



## MEMORANDUM

TO: Governing Board

FROM: Warren Zwanka, P.G., Division Director, Resource Management

THRU: Steve Minnis, Deputy Executive Director, Business and Community Services

DATE: February 28, 2020

RE: Approval of Final Order 20-0001 Authorizing Revocation of Water Use Permit 222584-1, Still Blueberry, Bradford County

### RECOMMENDATION

**Staff recommends the Governing Board authorize initiation of revocation proceedings for Water Use Permit 222584-1, for two or more years of non-use of the water supply, pursuant to section 373.243, Florida Statutes through the signing of the attached Final Order.**

### BACKGROUND

Water Use Permit 222584-1 was issued on February 14, 2015, to Kathleen Still for irrigation and freeze protection of 20 acres of blueberries with surface water. District staff conducts annual courtesy calls to permittees with freeze protection allocations to remind them of the separate requirement to report freeze protection water use during the previous year. On January 15, 2020, a phone call was placed to Kathleen and Paul Still to discuss this reporting and monitoring of water use. On this call, Mr. Still advised that there are no surface water pumps installed and no blueberry irrigation has taken place at the project since permit issuance, citing problems with turbidity of stormwater entering the property following road damage caused by Hurricane Irma (September 2017).

On January 27, 2020, a Notice of Violation was mailed to the permittee by certified mail for two or more years of non-use of the permitted water supply. As set forth in section 373.243, Florida Statutes (F.S.) and Governing Board Directive 14-0002, the Governing Board may revoke a Water Use Permit where the water source has not been used for a period of two or more years and no water withdrawal infrastructure exists. Such revocation must follow the proceedings in section 120.60, F.S., which requires the District to serve an administrative complaint to the permittee.

WZ/tm  
Attachments

WATER USE TECHNICAL STAFF REPORT  
February 13, 2020  
Permit 2-007-222584-1

**Owner:** Paul & Kathleen Still  
14167 SW 101st Ave  
Starke, FL 32091-5945  
(904) 368-0291

**Applicant:** Kathleen Still  
14167 SW 101st Ave  
Starke, FL 32091-5945  
(904) 368-0291

**Compliance Contact:** Paul & Kathleen Still  
14167 SW 101st Ave  
Starke, FL 32091-5945  
(904) 368-0291

**Project Name:** Still Blueberry

**County:** Bradford

**Located in** Yes

**WSPA:**

**Reviewers:** Stefani Weeks, Warren Zwanka

**WATER USE SUMMARY:**

<b>Allocation Summary</b>		
<b>Average Daily Rate (Million Gallons Per Day)</b>	<b>Freeze Protection (Million Gallons Per Year)</b>	<b>New Water to Average Daily Rate (Million Gallons Per Day)</b>
0.0136	39.168	0.0136

**Recommendation:**

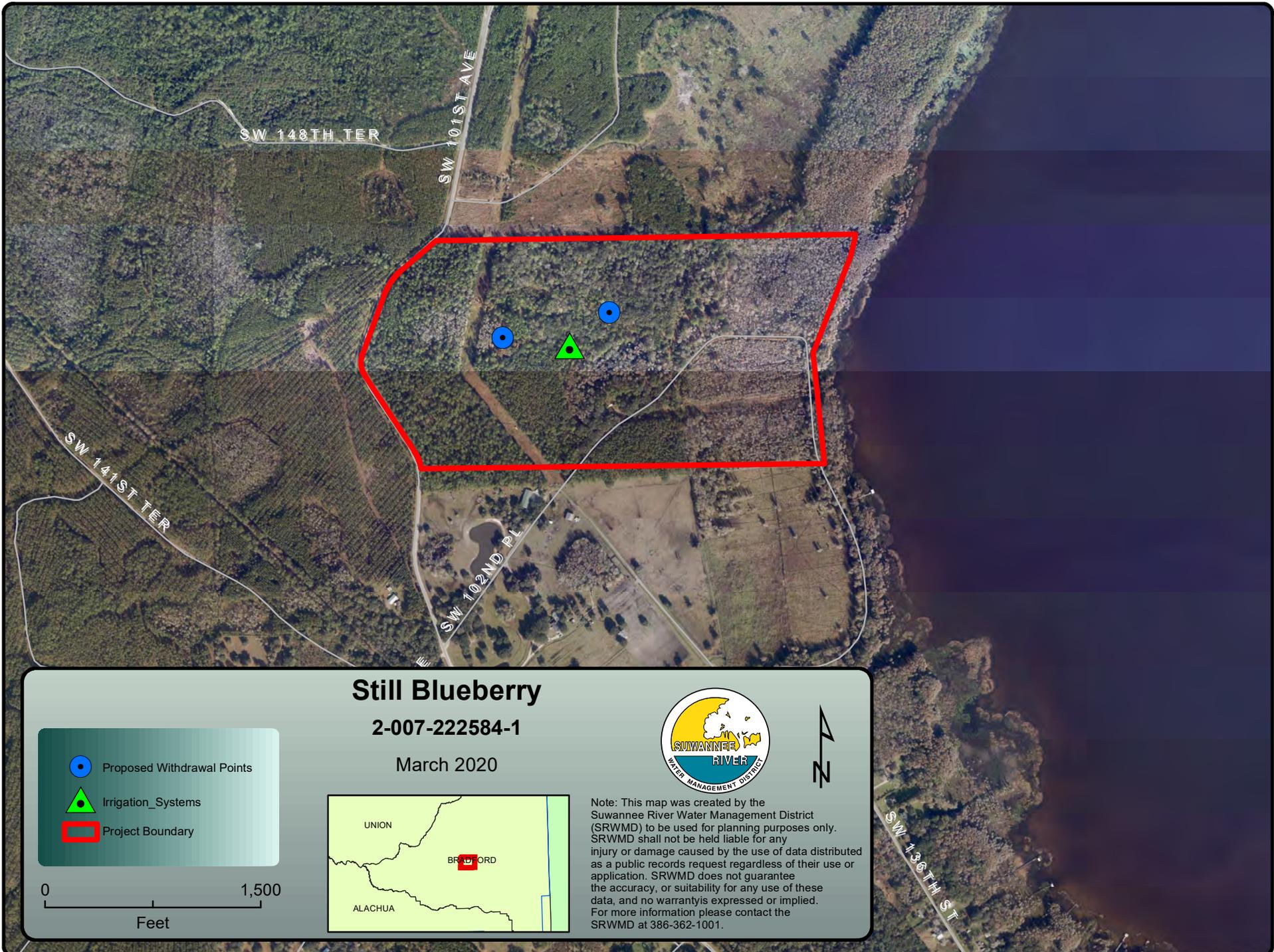
Permit revocation for two or more years of non-use of the water supply, pursuant to section 373.243, Florida Statutes (F.S.).

**Project Description:**

The project area is located approximately 0.75 miles north of the Town of Sampson on the west shore of Lake Sampson in Bradford County, and consists of approximately 116 controlled acres. Drip irrigation and freeze protection of 20 acres of blueberries using surface water was the proposed water use. The primary surface water sources include two isolated wetlands - wetland 1 (12.5 acres) and wetland 2 (eight acres); with a canal and Lake Sampson as back-up sources. Irrigation using a portable two-inch surface water pump and freeze protection using a six-inch surface water pump and overhead sprinklers were the proposed irrigation infrastructure. Once installed, the six-inch pump would be monitored using telemetry.

**Demonstration of Need:**

To date, the permittee has neither installed irrigation infrastructure on any of the primary or secondary sources of water nor used the supplemental irrigation authorized by the permit. Therefore, the permittee has not demonstrated a need for the requested water pursuant to section 2.3.3 of the Water Use Permit Applicant's Handbook, incorporated by reference in section 40B-2.301(3), Florida Administrative Code.



**STATE OF FLORIDA  
SUWANNEE RIVER WATER MANAGEMENT DISTRICT**

SUWANNEE RIVER WATER  
MANAGEMENT DISTRICT,

Petitioner,

FINAL ORDER NO. 20-0001

v.

Kathleen Still,

Respondent.

\_\_\_\_\_ /

**ADMINISTRATIVE COMPLAINT, NOTICE OF INTENT TO  
REVOKE WATER USE PERMIT AND AGENCY ORDER**

TO: Kathleen Still  
14167 SW 101<sup>st</sup> Avenue  
Starke, FL 32091

Petitioner, THE SUWANNEE RIVER WATER MANAGEMENT DISTRICT (hereinafter "District" or "Petitioner"), files this Administrative Complaint, Notice of Intent to Revoke Water Use Permit, and Agency Order against Respondent, Kathleen Still, and alleges the following:

**FINDINGS OF FACT**

1. The District, a special taxing district created by Chapter 373, Florida Statutes (F.S.), is charged with the duty to prevent harm to the water resources of the District, and to administer and enforce Chapter 373, F.S., and the rules promulgated thereunder.

2. The District is specifically authorized to administer and enforce the consumptive use of water permitting program pursuant to Part II, chapter 373, F.S. The District has implemented these statutory provisions, in part, through adoption of Chapter 40B-2,

Florida Administrative Code (F.A.C.), and the Water Use Permitting Guide (Guide), incorporated by reference in rule 40B-2.301, F.A.C.

3. Respondent owns or controls approximately 116 acres of real property in Sections 32 and 33, Township 6 South, Range 21 East, Bradford County, Florida, inclusive of two parcels: Tax ID numbers 00817-0-00000 and 00819-0-00200 (the "Property"). The Property is located wholly within the geographic boundary of the District as set forth in § 373.069(2)(b), F.S.

4. On February 14, 2015, the District issued Water Use Permit 2-007-222584-1 to Respondent authorizing the average daily withdrawal and use of a maximum 0.0136 million gallons per day of surface water for blueberry irrigation and a maximum 0.1073 million gallons per day of surface water for blueberry freeze protection. A true and correct copy of Water Use Permit 2-007-222584-1 is attached hereto and incorporated herein as "Exhibit A."

5. Water Use Permit 2-007-222584-1 contains a special permit condition (condition number 23) requiring the reporting of the amount of surface water used for blueberry freeze protection each year by January 31<sup>st</sup> of the following year.

6. On January 15, 2020, a phone call was made by the District to Respondent to remind Respondent of the report referenced in Paragraph 5. During this phone call, Respondent advised District that there has been no water used for irrigation or freeze protection, and no surface water pump installed for those purposes since permit issuance.

7. On January 27, 2020, District delivered to Respondent by certified mail a Notice of Violation for two or more years of non-use of a water supply authorized under

permit 2-007-222584-1. This Notice is attached hereto and incorporated herein as “Exhibit B.”

8. Respondent has not used the water supply allowed by Water Use Permit 2-007-222584-1 for a period of two years or more. See § 373.243(4), F.S. Respondent’s non-use of the water supply allowed by Water Use Permit 2-007-222584-1 was not and is not due to extreme hardship caused by factors beyond Respondent’s control.

**CONCLUSIONS OF LAW**

9. The District has jurisdiction over Respondent’s activities referenced herein pursuant to Chapter 373 of the Florida Statutes, Chapter 40B-2 of the Florida Administrative Code, and Water Use Permit 2-007-222584-1.

10. Respondent has violated F.S. §373.243(4) by not using the water supply allowed by Water Use Permit 2-007-222584-1 for a period of two years or more.

11. Respondents non-use of the water supply allowed by Water Use Permit 2-007-222584-1 was not and is not due to extreme hardship caused by factors beyond Respondent’s control.

12. Respondent has a right to request a hearing to be conducted in accordance with sections 120.569 and 120.57, F.S., and to be represented by counsel or other qualified representative. See Notice of Rights attached hereto.

13. It is the intent of the District to revoke Water Use Permit 2-007-222584-1.

WHEREFORE, Petitioner, SUWANNEE RIVER WATER MANAGEMENT DISTRICT, hereby petitions and gives notice of its intent to revoke Water Use Permit 2-007-222584-1. If Respondent fails to request an administrative hearing pursuant to

§§120.569 and 120.57, F.S., by filing a petition within 14 days of receipt of this Administrative Complaint, Notice of Intent to Revoke Water Use Permit, and Agency Order, this Administrative Complaint, Notice of Intent to Revoke Water Use Permit and Agency Order shall become a final order of the District, Water Use Permit 2-007-222584-1 shall be deemed revoked and of no further force and effect, and all findings of fact and conclusions of law contained herein shall be deemed uncontested and true in any further judicial or administrative proceedings.

DONE AND ORDERED this \_\_\_\_\_ day of \_\_\_\_\_ 2020.

SUWANNEE RIVER WATER  
MANAGEMENT DISTRICT

(Official Seal)

By: \_\_\_\_\_  
Virginia Johns  
Chair

ATTEST: \_\_\_\_\_  
Richard Schwab  
Secretary Treasurer

**CERTIFICATE OF FILING**

I HEREBY CERTIFY that this order has been filed with the clerk of the DISTRICT and the date of filing was \_\_\_\_\_, 2020.

\_\_\_\_\_  
Warren Zwanka  
District Clerk

**CERTIFICATE OF SERVICE**

I HEREBY CERTIFY that a true and correct copy of this order has been furnished to Paul and Kathleen Still by email on \_\_\_\_\_, 2020.

\_\_\_\_\_  
Warren Zwanka  
District Clerk

## NOTICE OF RIGHTS

1. The person or persons named as a respondent in this Administrative Complaint, Notice of Intent to Revoke Water Use Permit, and Agency Order have the right to request an administrative hearing to be conducted in accordance with sections 120.569 and 120.57(1) of the Florida Statutes, and to be represented by counsel or other qualified representative. Any request for a hearing must comply with the requirements set forth in rule 28-106.2015(5) of the Florida Administrative Code. Mediation under section 120.573 of the Florida Statutes is not available.

2. Any request for a hearing must be filed with the Suwannee River Water Management District (District) by either U.S. mail or hand delivery to the Agency Clerk at District Headquarters, 9225 CR 49, Live Oak, Florida 32060, or by electronic transmission (facsimile or FAX) to the Agency Clerk at 386.362.1056, no later than **14 days** after the date the Administrative Complaint, Notice of Intent to Revoke Water Use Permit, and Agency Order is served. A request for a hearing is deemed filed upon receipt of the complete request by the District Clerk at the District Headquarters in Live Oak, Florida. A request for a hearing received by the District Clerk after 5:00 p.m., or on a Saturday, Sunday, or legal holiday, shall be deemed filed as of 8:00 a.m. on the next regular District business day. These requirements are set forth in chapter 28-106 of the Florida Administrative Code, section 373.119 of the Florida Statutes, and the District's Statement of Agency Organization and Operation (issued pursuant to rule 28-101.001, Florida Administrative Code). The District's acceptance of a request for hearing filed by electronic transmission (FAX) is subject to certain conditions contained in the District's Statement of Agency Organization and Operation, which is available for viewing at [www.srwmd.state.fl.us.DocumentCenter](http://www.srwmd.state.fl.us.DocumentCenter). Further, the District Clerk does not accept requests for hearing by electronic mail (E-mail) and attempting to deliver a request for hearing by electronic mail is prohibited and shall not constitute filing.

3. Failure to file a request for hearing within 14 days after the date the Administrative Complaint, Notice of Intent to Revoke Water Use Permit, and Agency Order is served shall constitute a waiver of the right to an administrative hearing. (subsection 373.119(1) of the Florida Statutes).

4. The right to an administrative hearing and the relevant procedures to be followed are governed by chapter 120 of the Florida Statutes, section 373.119 of the Florida Statutes, and chapter 28-106 of the Florida Administrative Code.

5. If the person or persons named as a respondent in this Administrative Complaint, Notice of Intent to Revoke Water Use Permit, and Agency Order believe that the Administrative Complaint, Notice of Intent to Revoke Water Use Permit, and Agency Order is unreasonable or will unfairly burden the use of their property, they have the right to apply for a special magistrate proceeding under section 70.51, Florida Statutes. A special magistrate proceeding is initiated by filing a written request for relief with the Agency Clerk at District Headquarters located at 9225 CR 49, Live Oak, FL 32060, within 30 days of receipt of the Administrative Complaint, Notice of Intent to Revoke

Water Use Permit, and Agency Order. Failure to file a request for relief within 30 days of receipt of the Administrative Complaint, Notice of Intent to Revoke Water Use Permit, and Agency Order constitutes a waiver of the right to a special magistrate proceeding. A request for relief must contain the information listed in subsection 70.51(6) of the Florida Statutes. A request for relief received by the District Clerk after 5:00 p.m., or on a Saturday, Sunday, or legal holiday, shall be deemed filed as of 8:00 a.m. on the next regular District business day.

6. A timely filed request for relief under section 70.51 of the Florida Statutes tolls the time to request an administrative hearing under paragraph nos. 1 and 2 above. (Paragraph 70.51(10)(b) of the Florida Statutes). However, the filing of a request for relief as described in paragraph nos. 1 and 2 above waives the right to a special magistrate proceeding. (Paragraph 70.51(10)(b) of the Florida Statutes).

**CERTIFICATE OF SERVICE**

I HEREBY CERTIFY that the foregoing Administrative Complaint, Notice of Intent to Revoke Water Use Permit, and Agency Order, along with Notice of Rights, has been furnished via Certified Mail to:

Paul and Kathleen Still  
14167 SW 101<sup>st</sup> Avenue  
Starke, FL 32091

on this \_\_\_\_ day of March 2020.

---

Warren Zwanka  
Deputy Clerk  
Suwannee River Water Management District  
9225 C.R. 49  
Live Oak, FL 32060  
386.362.1001 or 800.226.1066 (Florida only)

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT**  
**9225 CR 49**  
**Live Oak, Florida 32060**

**PERMIT NO:** 2-007-222584-1      **DATE ISSUED:** February 14, 2015  
**PROJECT NAME:** Still Blueberry

**A PERMIT AUTHORIZING:**

Allocation Summary		
Average Daily Rate (Million Gallons Per Day)	Freeze Protection (Million Gallons Per Year)	New Water to Average Daily Rate (Million Gallons Per Day)
0.0136	0.1073	0.0136

**LOCATION:**

**SITE:** Still Blueberry

**TRS:** S32 T6S R21E, S32 T6S R21E, S32 T6S R21E, S33 T6S R21E, S33 T6S R21E, S33 T6S R21E

**County:** Bradford

**ISSUED TO:**

Kathleen Still  
14167 SW 101st Ave  
Starke, FL 32091-5945

Permittee agrees to hold and save the Suwannee River Water Management District and its successors harmless from any and all damages, claims, or liabilities which may arise from permit issuance. Said application, including all plans and specifications attached thereto, is by reference made a part hereof.

This permit does not convey to permittee any property rights nor any rights or privileges other than those specified herein, nor relieve the permittee from complying with any law, regulation or requirement affecting the rights of other bodies or agencies.

This permit may be revoked, modified or transferred at any time pursuant to the appropriate provisions of Chapter 373, Florida Statutes and 40B-1, Florida administrative Code.

**PERMIT IS CONDITIONED UPON:**

See conditions on attached "Exhibit A", dated February 14, 2015

**AUTHORIZED BY:** Suwannee River Water Management District  
Division of Resource Management

By: 

\_\_\_\_\_  
Ann Shortelle  
staff

**"EXHIBIT A"**  
**CONDITIONS FOR ISSUANCE OF PERMIT NUMBER 2-007-222584-1**  
**Kathleen Still**  
**DATED February 14, 2015**

1. 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. The permittee shall immediately notify the District in writing of any previously submitted information that is later discovered to be inaccurate.
2. 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.
3. 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 the 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 40B-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.
4. 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.
5. 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.
6. A permittee may seek modification of any term of an unexpired permit. The permittee is advised that section 373.239, F.S., and section 40B-2.331, F.A.C., are applicable to permit modifications.
7. This permit shall expire on **2/14/2035**. The permittee must submit the appropriate application form incorporated by reference in subsection 40B-2.402(8)(a), F.A.C., and the required fee to the District pursuant to section 40B-2.361, F.A.C., up to one year prior to this expiration date in order to continue the use of water.

8. Use classification is **Agricultural**.
9. Source classification is **Surface water**.
10. The permitted water withdrawal facilities consist of the stations in the Withdrawal Point Information table(s).
11. The permittee must mitigate interference with existing legal uses caused in whole or in part by the permittee's withdrawals, consistent with a District-approved mitigation plan. As necessary to offset such interference, mitigation may include, but is not limited to, reducing pumpage, replacing the existing legal user's withdrawal equipment, relocating wells, changing withdrawal source, supplying water to existing legal user, or other means needed to mitigate the impacts.
12. The permittee must mitigate harm to existing off-site land uses caused by the permittee's withdrawals. When harm occurs, or is imminent, the permittee must modify withdrawal rates or mitigate the harm.
13. The permittee must mitigate harm to the natural resources caused by the permittee's withdrawals. When harm occurs or is imminent, the permittee must modify withdrawal rates or mitigate the harm.
14. If any condition of the permit is violated, the permittee shall be subject to enforcement action pursuant to chapter 373, F.S.
15. The permittee must notify the District in writing prior to implementing any changes in the water use that may alter the permit allocations. Such changes include, but are not limited to, change in irrigated acreage, crop type, irrigation system, water treatment method, or entry into one or more large water use agreements. In the event a proposed change will alter the allocation, permittee must first obtain a permit modification.
16. All correspondence sent to the District regarding this permit must include the permit number **(2-007-222584-1)**.
17. The District reserves the right to open this permit, following notice to the permittee, to include a permit condition prohibiting withdrawals for resource protection.
18. The permittee shall implement automated monitoring of groundwater withdrawals, at permittee's expense, upon commencement of withdrawals. The monitoring and reporting shall include reporting daily volume pumped by each well of inside diameter eight inches or greater at land surface and shall be delivered by 12:00 pm local time the following day via approved telemetry consistent with District data formats. The permittee may opt for a standardized SRWMD automated monitoring system to fulfill this requirement.

19. The permittee shall ensure that the irrigation systems will water target areas only under field operations. Irrigation of non-target areas (roads, woods, structures, etc.) is prohibited.
20. The permittee shall implement and/or maintain the conservation practices selected in the Water Conservation Plan submitted to the District. Any new practices selected shall be implemented within one year from the date of permit issuance. Practices that involve scheduling methods or maintenance shall be documented. Documentation for implementation and/or maintenance shall be maintained on all practices and available upon request.
21. The permittee's water use shall be consistent with the MFL prevention or recovery strategy developed for any water body from which this permitted water use directly or indirectly withdraws or diverts water, pursuant to subsection 40B-2.301(2)(h), F.A.C.
22. The permittee is authorized to withdraw a maximum of 0.0136 mgd of groundwater for supplemental irrigation of blueberries. Daily allocations are calculated on an average annual basis and the maximum allocation is only authorized in 1-in-10 year drought conditions.
23. The permittee is authorized to withdraw 0.1073 mgd of groundwater for frost/ freeze protection of blueberries. This allocation is separate from the permitted annual allocation of 0.0136 mgd for supplemental irrigation of blueberries and is calculated on an average annual basis. The permittee shall report to the District the yearly total of water used for frost/ freeze protection of blueberries by January 31st of the following year.
24. Withdrawals from the canal or Lake Sampson are not authorized when the flow of the Upper Santa Fe River at the Worthington Springs gage is at or below 42 cubic feet per second, pursuant to section 40B-8.061, F.A.C.

**Withdrawal Point Information**

**Site Name:** Still Blueberry

Pumps Detail							
District ID	Station Name	Pump Intake Diameter (inches)	Capacity (GPM)	Source Name	Status	Use Type	Secondary Use Type
122341	Wetland1	6	3000	Wetland1	Proposed	Agricultural	Freeze Protection
122342	Wetland2	2	300	Wetland2	Proposed	Agricultural	unknown



# SUWANNEE RIVER WATER MANAGEMENT DISTRICT

VIRGINIA H. JOHNS  
Chair  
Alachua, Florida

HUGH THOMAS  
Executive Director

January 27, 2020

Kathleen Still  
14167 SW 101<sup>st</sup> Ave  
Starke, FL 32091

Subject: Nonuse of Water Use Permit Number 2-007-222584-1, Still Blueberry Project, Bradford County, FL

Dear Mrs. Still:

Suwannee River Water Management District (District) staff proposes to recommend to the Governing Board that the water use permit for the above-referenced project be revoked due to two or more years of non-use of the water supply, pursuant to subsection 373.243(4), Florida Statutes.

This proposed action is subject to final decision of the Governing Board at their regularly scheduled meeting on March 10, 2020, which is open to the public.

Persons considered to be affected by this proposed agency action may request an administrative hearing. The request must be written and must adhere to the requirements of Chapter 28-106, Florida Administrative Code. Please see the enclosed Notice of Rights. All requests for administrative hearings shall be sent to the District at 9225 County Road 49, Live Oak, Florida 32060. Please call permitting staff at 386.362.1001 if you have any questions.

Sincerely,

A handwritten signature in black ink that reads "Stefani Weeks".

Stefani Weeks, EI  
WUP/WWC Program Engineer

Certified Mail No. 7016 3560 0001 2059 2599

## NOTICE OF RIGHTS

1. A person whose substantial interests are or may be determined has the right to request an administrative hearing by filing a written petition with the Suwannee River Water Management District (District), or may choose to pursue mediation as an alternative remedy under Section 120.569 and 120.573, Florida Statutes, before the deadline for filing a petition. Choosing mediation will not adversely affect the right to a hearing if mediation does not result in a settlement. The procedures for pursuing mediation are set forth in Sections 120.569 and 120.57 Florida Statutes. Pursuant to Rule 28-106.111, Florida Administrative Code, the petition must be filed at the office of the District Clerk at District Headquarters, 9225 C.R. 49, Live Oak, Florida 32060 within twenty-one (21) days of receipt of written notice of the decision or within twenty-one (21) days of newspaper publication of the notice of District decision (for those persons to whom the District does not mail actual notice). A petition must comply with Chapter 28-106, Florida Administrative Code.
2. If the Governing Board takes action which substantially differs from the notice of District decision to grant or deny the permit application, a person whose substantial interests are or may be determined has the right to request an administrative hearing or may chose to pursue mediation as an alternative remedy as described above. Pursuant to Rule 28-106.111, Florida Administrative Code, the petition must be filed at the office of the District Clerk at District Headquarters, 9225 C.R. 49, Live Oak, Florida 32060 within twenty-one (21) days of receipt of written notice of the decision or within twenty-one (21) days of newspaper publication of the notice of District decision (for those persons to whom the District does not mail actual notice). Such a petition must comply with Chapter 28-106, Florida Administrative Code.
3. A substantially interested person has the right to a formal administrative hearing pursuant to Section 120.569 and 120.57(1), Florida Statutes, where there is a dispute between the District and the party regarding an issue of material fact. A petition for formal hearing must comply with the requirements set forth in Rule 28-106.201, Florida Administrative Code.
4. A substantially interested person has the right to an informal hearing pursuant to Section 120.569 and 120.57(2), Florida Statutes, where no material facts are in dispute. A petition for an informal hearing must comply with the requirements set forth in Rule 28-106.301, Florida Administrative Code.
5. A petition for an administrative hearing is deemed filed upon receipt of the petition by the Office of the District Clerk at the District Headquarters in Live Oak, Florida.
6. Failure to file a petition for an administrative hearing within the requisite time frame shall constitute a waiver of the right to an administrative hearing pursuant to Rule 28-106.111, Florida Administrative Code.
7. The right to an administrative hearing and the relevant procedures to be followed is governed by Chapter 120, Florida Statutes, and Chapter 28-106, Florida Administrative Code.
8. Pursuant to Section 120.68, Florida Statutes, a person who is adversely affected by final District action may seek review of the action in the District Court of Appeal by filing a notice of appeal pursuant to the Florida Rules of Appellate Procedure, within 30 days of the rendering of the final District action.

## NOTICE OF RIGHTS

9. A party to the proceeding before the District who claims that a District order is inconsistent with the provisions and purposes of Chapter 373, Florida Statutes, may seek review of the order pursuant to Section 373.114, Florida Statutes, by the Florida Land and Water Adjudicatory Commission, by filing a request for review with the Commission and serving a copy of the Department of Environmental Protection and any person named in the order within 20 days of adoption of a rule or the rendering of the District order.
10. For appeals to the District Courts of Appeal, a District action is considered rendered after it is signed on behalf of the District, and is filed by the District Clerk.
11. Failure to observe the relevant time frames for filing a petition for judicial review, or for Commission review, will result in waiver of the right to review.

## CERTIFICATE OF SERVICE

I hereby certify that a copy of the foregoing Notice of Rights has been sent by U.S. Mail to:

Kathleen Still  
14167 SW 101<sup>st</sup> Ave  
Starke, FL 32091

At 4:00 p.m. this 27 day of January, 2020



---

Warren Zwanka, P.G.  
Deputy Clerk  
Suwannee River Water Management District  
9225 C.R. 49  
Live Oak, Florida 32060  
386.362.1001 or 800.226.1066 (Florida only)

MEMORANDUM

TO: Governing Board  
FROM: Matthew Cantrell, Project Manager, Office of Agriculture and Environmental Projects  
THRU: Steve Minnis, Deputy Executive Director, Business and Community Services  
DATE: February 28, 2020  
RE: Approval to Enter into Contract with Gwinn Brothers Farm, LLC to Provide Agricultural Cost-Share Funding

RECOMMENDATION

**Staff recommends the Governing Board authorize the Executive Director to enter into contract with Gwinn Brothers Farm, LLC in the amount not to exceed \$59,400.**

BACKGROUND

At the November 2019 Governing Board meeting, the Board authorized the Executive Director to execute an agreement with the Florida Department of Environmental Protection (FDEP) to receive Alternative Water Supply grant funds for pivot retrofits to improve irrigation efficiency and reduce groundwater pumping for an amount totaling \$500,400.

This cost-share project is with Gwinn Brothers Farm, LLC located in southern Suwannee County. This producer will retrofit six irrigation systems to increase the irrigation system's efficiency in applying irrigation water and increase the producer's management of irrigation events and nutrients applications.

The upgrades to these irrigation systems are expected to reduce water use by approximately 88,600 gallons per day at a cost to the District of \$0.37 per thousand gallons over the estimated life of the equipment. This project is located within the Suwannee River Basin Management Action Plan area and the Eastern Water Supply Planning area.

The total project cost is estimated to be \$66,000.00. The FDEP Alternative Water Supply funding will contribute \$59,400 or approximately 90% of the equipment cost. The applicants' portion of these items will be \$6,600.00 or 10% of the equipment cost. Exhibit A is a breakdown of the items being cost-shared. Funding for this project is included in the Fiscal Year 2019-2020 Adopted Budget under account code 03-2586-7-2201-37.

MC/tm  
Attachment

**Exhibit A – Itemized List**

<b>Producer</b>	<b>Item</b>	<b>Cost-Share Amount</b>	<b>FDEP AWS Funding Total</b>	<b>Producer Share</b>
Gwinn Brothers Farm, LLC	Pivot Retrofit	\$66,000.00	\$59,400.00	\$6,600.00
<b>Gwinn Brothers Farm, LLC Project Total:</b>			<b>\$59,400.00</b>	<b>\$6,600.00</b>

## MEMORANDUM

TO: Governing Board  
FROM: Matthew Cantrell, Project Manager, Office of Agriculture and Environmental Projects  
THRU: Steve Minnis, Deputy Executive Director, Business and Community Services  
DATE: February 13, 2020  
RE: Approval to Enter into Contract with George Wedsted to Provide Water Conservation and Nutrient Reduction Cost-Share Funding

### RECOMMENDATION

**Staff recommends the Governing Board authorize the Executive Director to enter into contract with George Wedsted in the amount not to exceed \$91,160.25.**

### BACKGROUND

At the September 2016 Governing Board meeting, the Board authorized the Executive Director to execute an agreement with the Florida Department of Environmental Protection (FDEP) for improvements in dairy wastewater systems to reduce nutrient impacts and/or conserve water for an amount totaling \$1,500,000.

Improvements made to the dairy operations with this program will include additional wastewater storage, advanced manure solids separation, and advanced treatment technologies. Additional wastewater storage for at least a 30-day minimum storage capacity, will allow better timing for wastewater applications to forage production areas. Advanced manure solids separation with separating screens and sand separation areas will allow for wastewater to be cleaned sufficiently for irrigation application to be made through highly efficient drop nozzles. Advanced treatment technologies will allow for additional nutrient separation and conversion to by-products that provide more stable forms of nutrients which may be exported from the basin.

George Wedsted is constructing a free stall barn with connection to the existing waste management system. The FDEP Springs funding would assist in construction of a waste management lane to connect the new construction and existing system. It is estimated that 25,400 pounds of nitrogen loading will be reduced per year at a cost of \$0.24 per pound of nitrogen reduced and 0.0068 million gallons per day of water will conserved at a cost of \$2.43 per thousand gallons over the life of the system. The total cost of this project is estimated at \$121,547. The FDEP Springs funding will contribute \$91,160.25 or 75% of the project's costs, with the producer contributing \$30,386.75 or 25% of the total project cost. See Exhibit A for a project cost breakdown of the items being cost-shared.

Funding for this program is included in the FY 2020 budget under account code 06-2586-7-2400-06-05.

MC/tm  
Attachment

**Exhibit A – Itemized List**

<b>Producer</b>	<b>Item</b>	<b>Cost-Share Amount</b>	<b>FDEP Springs Funding Total</b>	<b>Producer Share</b>
George Wedsted	Sand/Waste Land	\$114,047.00	\$85,535.25	\$28,511.75
	Dirt Work	\$7,500.00	\$5,625.00	\$1,875.00
<b>George Wedsted Project Total:</b>			<b>\$91,160.25</b>	<b>\$30,386.75</b>

MEMORANDUM

TO: Governing Board  
FROM: Patrick Webster, Chief, Office of Agriculture and Environmental Projects  
THRU: Steve Minnis, Deputy Executive Director, Business and Community Services  
DATE: February 28, 2020  
RE: Approval of a Task Work Assignment for Engineering Services on District Lands

RECOMMENDATION

**Staff recommends the Governing Board authorize the Executive Director to enter a general engineering services task work assignment with Gannett Fleming to conduct engineering services on District property.**

BACKGROUND

At the August 13, 2019 Governing Board meeting, the Board authorized the Executive Director to enter into contracts with qualified firms to conduct environmental and engineering services for the District. Gannett Fleming was one of the qualified firms which can provide these services for the District. In an effort to be proactive and address emergency and non-emergency services on District lands, District staff recommends the Governing Board authorize the Executive Director to execute a Task Work Assignment (TWA) with Gannett Fleming to address management needs when they arise. Therefore, staff is requesting that a \$75,000 TWA be executed by the Executive Director for these situations in a timely and efficient manner.

PW/tm

## MEMORANDUM

TO: Governing Board  
FROM: Bill McKinstry, Chief, Office of Land Management  
THRU: Tom Mirti, Deputy Executive Director, Water and Land Resources  
DATE: February 29, 2020  
RE: District Land Management and Twin River State Forest Activity Summary

### BACKGROUND

The Ellaville #18 timber sale, a 126-acre select thinning of slash pine, was completed.

The V-Blade planting of 159 acres of longleafs and 268 acres of slash pines on the Mill Creek South Tract was completed.

The Florida Forest Service hosted a successful Operation Outdoor Freedom hunt on the Twin River State Forest (TRSF) Westwood East Tract.

The invasive plant survey on TRSF is ongoing to determine this spring's treatment needs.

The contractor started rough woods mowing to reduce the hardwoods in an existing 108-acre longleaf pine stand on Mill Creek South Tract. This project is funded through the Florida Fish and Wildlife Commission's wildlife management program.

The attached report summarizes the status of current District and TRSF activities for the preceding month.

WVM/pf

**Conservation Easement Monitoring**

- Completed inspection of the Moore Conservation Easement
- Completed inspection of the Davidson Conservation Easement

**Vegetation Management Projects:**

The following work was completed during the reporting period: approximately 222 additional acres of roller chopping and 197 acres of wood mowing was completed on multiple tracts. Vegetation management work was done for fuel reduction, natural community restoration, and wildfire mitigation purposes.

FY 2020 Activity Table - Vegetation Management (01/11/2020– 02/14/2020)				
ACTIVITY	ACRES		MILES	
	Planned	Complete	Planned	Complete
Herbicide	500	0	0	0
Roller Chop	1,000	452	0	0
Woods Mow	720	293	0	0
Ditch Mow	0	0	32	0

**Invasive Plant Monitoring Program**

Approximately 110 invasive plant infestations are planned to be monitored and/or treated by District staff in Fiscal Year 2019-2020. There were four additional infestations monitored/ treated during the reporting period.

FY 2020 Activity Table - Invasive Plant Treatments (10/1/2019 – 02/14/2020)		
ACTIVITY	NUMBER OF INFESTATIONS	
	Planned	Complete
Invasive Plant Monitoring/Treatment	<b>110</b>	<b>104</b>

**Prescribed Fire Program:**

- Contractors conducting prescribed burns on District lands this year include B&B Dugger (B&B), Natural Resource Planning Services (NRPS), Schmidt Reforestation Services (SRS), and Wildlands Services (WS). Also, included in this report are the acres the Florida Forest Service burns on Twin Rivers State Forest (TRSF). When available, the Florida Forest Service (FFS) will provide a crew to burn additional acres on both District tracts and Twin Rivers State Forest.

- The following table provides information on the Prescribed Burn Program through January 10, 2020. During the reporting period 3,914 additional acres were burned.

FY 2020 Prescribed Fire Summary Table		
	2020 TARGET ACRES	ACRES COMPLETE
SRWMD	13,000	10,115
FFS TRSF	2,200	1,053
<b>TOTAL</b>	<b>15,200</b>	<b>11,168</b>

FY 2020 Activity Table (01/11/2020 – 02/14/2020)									
TRACT	COUNTY	B&B	NR PS	WS	SRS	FFS COOP	TOTAL SRWMD Acres	TOTAL TRSF Acres	TOTAL Wildfire Acres
Withlacoochee Quil Farm	Madison	406.7					406.7		
Holton Creek	Hamilton	502.7					502.7		
Adams	Lafayette	401.8					401.8		
Owens	Lafayette	126					126		
Little River	Suwannee	812.2					812.2		
Steinhatchee Springs	Lafayette	548.7					548.7		
Shady Grove	Taylor	288.9					288.9		
Mattair Springs	Suwannee			130.1			130.1		
Allardt	Suwannee			132.6			132.6		
Hopewell	Columbia			170.9			170.9		
Withlacoochee	Hamilton							152.1	
Anderson Springs	Suwannee							65	
Mill Creek North	Madison							176.1	
<i>Sub-total for Period</i>		3,087	0	434	0	0	3,521	393	0.0
<i>Previous Acres Burned</i>		4,162	0	0 142	0	0	6,594	660	0.0
<b>TOTAL ACRES</b>		<b>7,249</b>	<b>0</b>	<b>576</b>	<b>0</b>	<b>0</b>	<b>10,115</b>	<b>1,053</b>	<b>0.0</b>

**Timber Sales**

FY 2020 Activity Table - Timber Sales						
TRACT	CONTRACT	ACREAS	TONS HARVESTED	REVENUE	STATUS	CONTRACT END DATE
Roline #1	18/19-051	160	15,166	\$290,533.12	Complete	01/14/2020
Withlacoochee #3	18/19-072	283			Inactive	01/14/2020
Cabbage Creek #1	18/19-068	373	20,799	\$369,574.03	Complete	01/15/2020
Steinhatchee Falls #1	18/19-133	104			Active	03/01/2020
Gar Pond #4	18/19-186	93			Active	06/05/2020
Westwood West #3	18/19-204	345			Inactive	07/15/2020
Wolf Creek #1	19/20-011	72			Inactive	10/2/2020
Gar Pond #5	19/20-037	137			Active	10/28/2020
Ellavile #18	19/20-062	126	4,784	\$103,112.84	Complete	11/26/2020
Natural Well Branch #1	19/20-063	240			Active	11/26/2020
Natural Well Branch #2	19/20-068	239			Complete	12/03/2020
Steinhatchee Springs #19		330			Contract Pending	
Fort White Wellfield #2		62			Contract Pending	
Cuba Bay #2		315			Contract Pending	

MEMORANDUM

TO: Governing Board  
FROM: Bill McKinstry, Chief, Office of Land Management  
THRU: Tom Mirti, Deputy Executive Director, Water and Land Resources  
DATE: February 29, 2020  
RE: Authorization to Execute a Contract for the Sale of Timber with H. B. Tuten Logging Inc. for the Steinhatchee Springs #20 Timber Sale

RECOMMENDATION

**Staff recommends the Governing Board Authorize the Executive Director to execute a contract for the sale of timber with H. B. Tuten Logging Inc. for the Steinhatchee Springs #20 Timber Sale.**

BACKGROUND

On February 4, the District issued an Invitation to Bid (ITB 19/20-016 WLR) for timber located on the Steinhatchee Springs Tract in Taylor County. The timber offered for sale is 208 acres of 1994 and 1997 year old planted slash pines. This harvest is a logger select pine thinning that will reduce the number of diseased or suppressed trees and allow the highest quality trees to continue growing. The reduction of pine density will reduce the likelihood of a pine beetle infestation. The harvest will also improve ecological conditions and wildlife habitat by allowing more sunlight penetration to the forest floor, enhancing the production of groundcover.

One bid response was received on February 18, 2020 (Table 1). After review of the single submitted response and comparison to the District's recent timber sales, staff believes the fair market value for the quality of timber offered for sale would be received. Table 2 presents the range of 19 timber sales awarded in Fiscal Years 2018-2019 and 2019-2020. The bid amount received falls within the range of bids awarded.

The bid calculation revenue is based on the District-estimated volumes of pine pulpwood, pine chip-n-saw, and pine topwood on the proposed harvest acreage.

**Table 1**

<b>Bidder</b>	<b>City</b>	<b>Bid Calculation Revenue</b>
<b>H. B. Tuten Logging Inc.</b>	<b>Perry, Florida</b>	<b>\$159,618.00</b>

H.B. Tuten Jr. Logging Inc. bid was \$13.62/ton for pine pulpwood, \$25.60/ton for pine chip-n-saw and \$13.62/ton for pine topwood.

**Table 2**

<b>Product</b>	<b>Awarded Price Range</b>
Pine pulpwood	\$12.85 - \$22.76
Pine chip-n-saw	\$22.76 - \$27.25
Pine topwood	\$12.25 - \$16.60
Pine sawtimber	\$32.15 - \$34.74
Hardwood and chips	\$0.00 - \$3.00

SC/pf

MEMORANDUM

TO: Governing Board  
FROM: Bill McKinstry, Chief, Office of Land Management  
THRU: Tom Mirti, Deputy Executive Director, Water and Land Resources  
DATE: February 29, 2020  
RE: Authorization to Execute a Contract for the Sale of Timber with H. B. Tuten Logging Inc. for the Steinhatchee Springs #21 Timber Sale

RECOMMENDATION

**Staff recommends the Governing Board Authorize the Executive Director to execute a contract for the sale of timber with H.B. Tuten Logging Inc. for the Steinhatchee Springs #21 Timber Sale.**

BACKGROUND

On February 4, the District issued an Invitation to Bid (ITB 19/20-017 WLR) for timber located on the Steinhatchee Springs Tract in Taylor County. The timber offered for sale is 366 acres of 1994 year old planted slash pines. This harvest is a logger select pine thinning that will reduce the number of diseased or suppressed trees and allow the highest quality trees to continue growing. The reduction of pine density will reduce the likelihood of a pine beetle infestation. The harvest will also improve ecological conditions and wildlife habitat by allowing more sunlight penetration to the forest floor, enhancing the production of groundcover.

Bid responses were received on February 19, 2020. Bids were received from two companies as indicated below. The bid calculation revenue is based on the District estimated volumes of pine pulpwood, pine chip-n-saw, and pine topwood on the proposed harvest acreage.

<b>Bidder</b>	<b>City</b>	<b>Bid Calculation Revenue</b>
H.B. Tuten Logging Inc.	Perry, FL	\$281,592.00
TW Byrd Sons Inc.	Branford, FL	\$272,575.00

H. B. Tuten Logging Inc. bid was \$13.62/ton for pine pulpwood, \$25.60/ton for pine chip-n-saw, and \$13.62/ton for pine topwood.

SC/pf

## MEMORANDUM

TO: Governing Board

FROM: Darlene Velez, Chief, Office of Water Resources

THRU: Tom Mirti, Deputy Executive Director, Water and Land Resources

DATE: February 21, 2020

RE: Agricultural Water Use Monitoring Report

### BACKGROUND

In September 2012, the District began a program of water use monitoring for agricultural water use reporting on wells of 8" diameter or greater. Where possible, agricultural water use is estimated using monthly power consumption records provided by the electrical power provider. Estimation by power use is the most cost-effective method of water use reporting. To date, farmer agreements authorizing the District to receive power usage reports directly from the cooperatives are in effect on 652 (123.8 MGD) monitoring points.

Not all withdrawal points are suitable for estimation using power consumption. Diesel-powered pumps and complex interconnected irrigation systems still require direct methods of monitoring. The District employs telemetry to conduct water use monitoring on diesel-power systems. There are currently 265 (48.1 MGD) telemetry systems installed by the District for this purpose.

Some withdrawal points have very limited use and are monitored by individual site visits, typically less than 0.05 MGD each. There are currently 458 (30.6 MGD) limited use monitoring points in the District. Some users monitor their water use and report that data to the District. There are currently two (0.3 MGD) self-monitored points.

To date, the District has permitted 1,670 (237.2 MGD) irrigation wells which include a water use monitoring condition, of which 1,443 (211.1 MGD) wells are active, i.e., the wells have been drilled already. Of the 1,443 active wells, 1,382 (203.2 MGD) are being monitored as of February 10, roughly 95.77% of existing active wells (96.26% of allocation) with water use permit monitoring conditions.

Of the remaining estimated 61 (7.9 MGD) active stations that currently will require water use monitoring, 16 (1.2 MGD) are diesel- or gas-powered systems requiring District telemetry, 39 (6.3 MGD) are electric systems, and six (0.5 MGD) systems still require identification. There are 217 (26.1 MGD) proposed stations (that is, the wells are yet to be drilled); 42 (3.7 MGD) are expected to be diesel or gas, 141 (19.2 MGD) are expected to be electric, and 34 (3.1 MGD) are yet to be determined.

Since April 2017, the District has consistently had over 94% of active wells and permitted allocation being monitored. The attached figures show the progress made on these efforts since 2016 for the number of wells monitored (Figure 1), total permitted allocation monitored (Figure 2), and percent of active wells monitored (Figure 3).

DSV/pf  
Attachments

Figure 1: Graph shows the progress since February 2016 of the number of permitted wells with a water use monitoring condition (EN50), the number of EN50 wells that are Active (wells that have been drilled), and the number of Active wells that are currently being monitored.

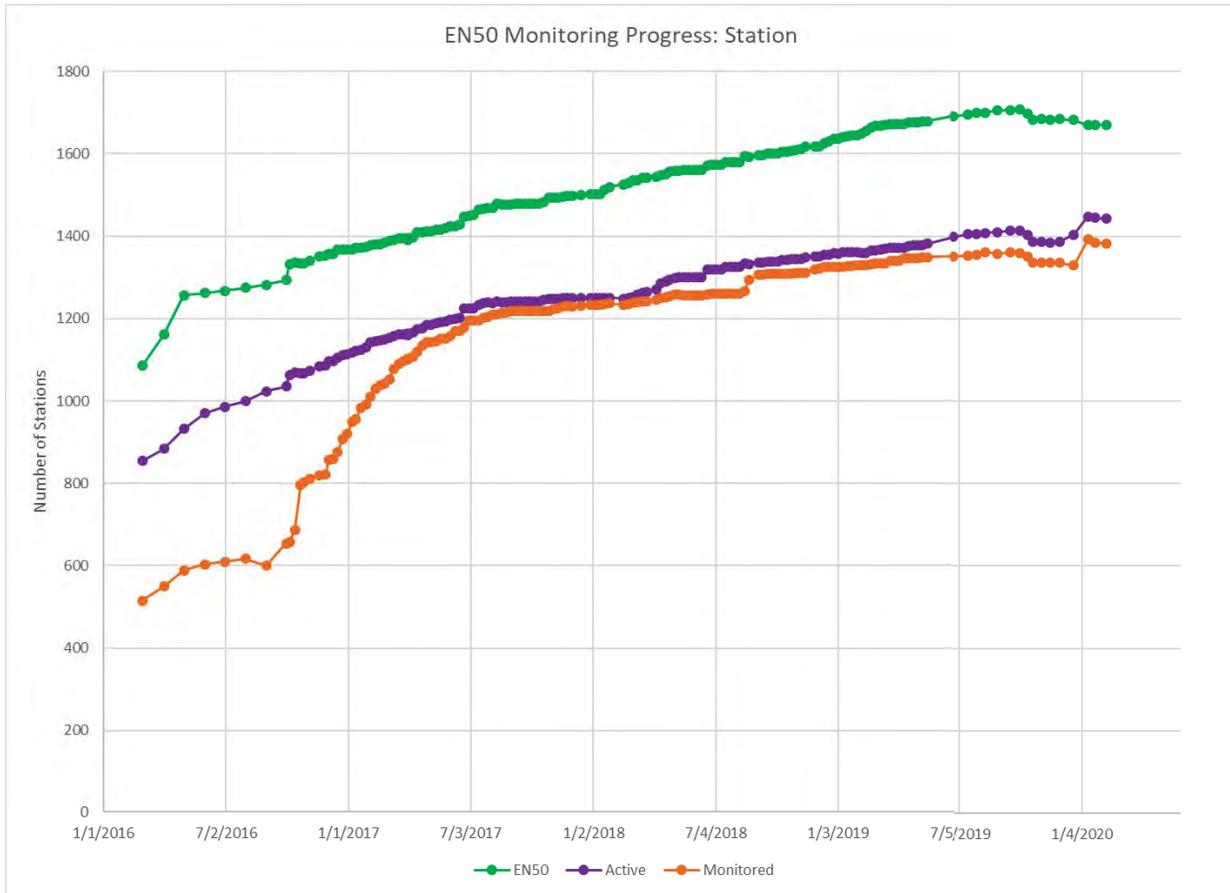


Figure 2: Graph shows the progress since October 2016 of the total permitted allocation of wells with a water use monitoring condition (EN50), the total permitted allocation amount of EN50 wells that are Active (wells that have been drilled), and the total permitted allocation amount of Active wells that are currently being monitored.

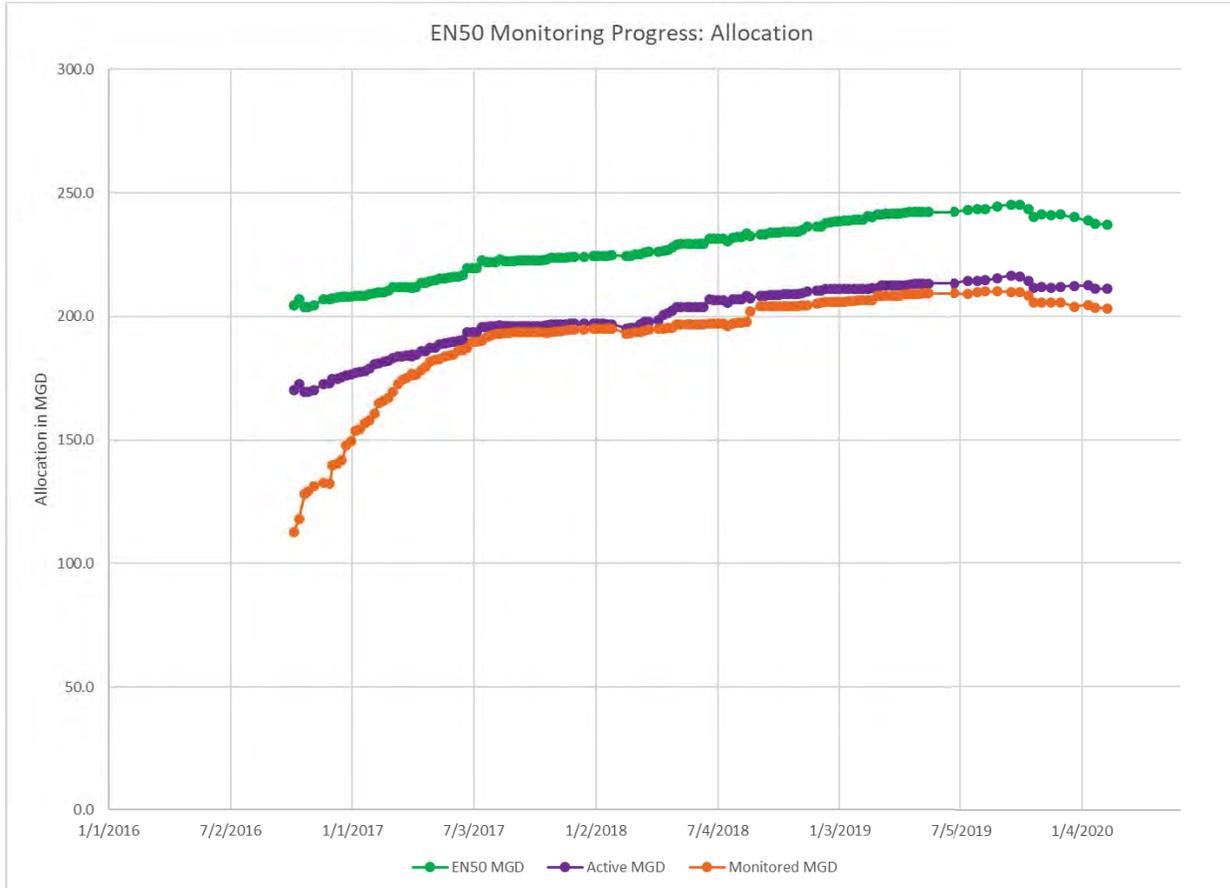
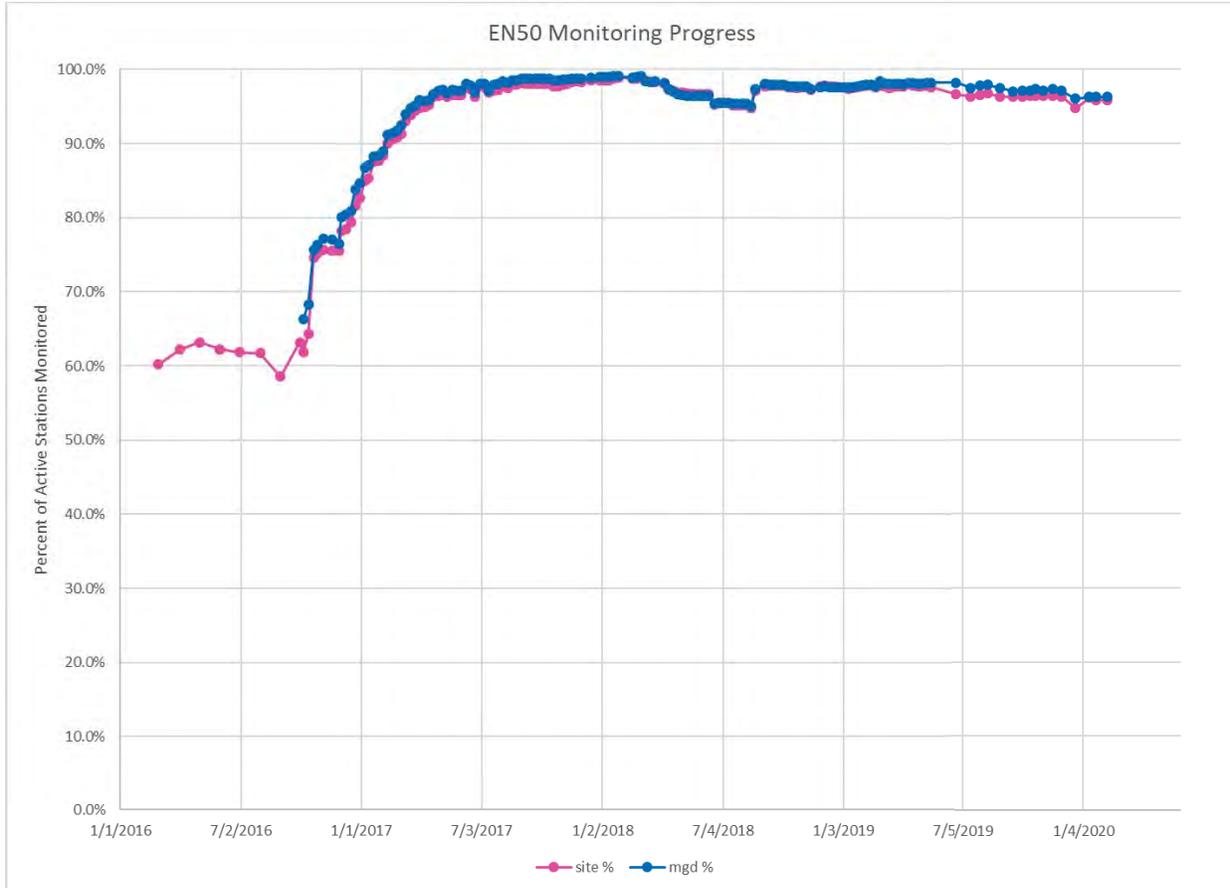


Figure 3: Graph shows the progress of the percent of permitted wells with a water use monitoring condition (EN50) being monitored since February 2016, and the percent of total permitted allocation of wells with a water use monitoring condition (EN50) being monitored since October 2016.



DSV/pf

## MEMORANDUM

TO: Governing Board

FROM: Tom Mirti, Deputy Executive Director, Water and Land Resources

DATE: February 29, 2020

RE: Authorization to Enter into a Cooperative Agreement with U.S. Fish and Wildlife Service

### RECOMMENDATION

**Staff recommends that the Governing Board authorize the Executive Director to enter into a cooperative agreement and accept funding from the U.S. Fish and Wildlife Service for an amount not to exceed \$416,480 for planning and engineering design of a hydrologic restoration in the Lower Suwannee National Wildlife Refuge.**

### BACKGROUND

The Lower Suwannee National Wildlife Refuge (Refuge) is on the west coast of Florida, at the southern end of the Big Bend Region and within the South Atlantic and Peninsular Florida Landscape Conservation Cooperatives. This region has been identified as key area for the protection of hardwood forests, pine and scrub, coastal uplands, and estuaries.

The Refuge is located in southern Dixie and western Levy counties, approximately 50 miles southwest of the City of Gainesville, near the cities of Chiefland, Cedar Key, and the unincorporated area Town of Suwannee. The Refuge was established on April 10, 1979, under the authority of the Fish and Wildlife Act of 1956 to protect, enhance and restore habitats in the Lower Suwannee River ecosystem. The Refuge provides protection for one of the largest undeveloped river delta-estuarine systems in the continental U.S., including 30 miles of salt marsh habitat along the Gulf Coast. The Refuge is approximately 53,000 acres in size and is within an 88,000-acre approved acquisition area.

Within the refuge acquisition boundary, there are 51 named creeks and rivers totaling approximately 126 miles, as well as nearly 400 miles of unnamed streams. The Suwannee River flows through the refuge and approved acquisition boundary for 33 miles, varying from 450 to 1,250 feet in width and average depth of between 10 and 12 feet.

The primary goal of the project is to restore the natural sheet flow to the Suwannee River and the estuarine waters of Suwannee Sound. The 194 miles of historic primary and secondary roads and trails developed for the commercial timber industry across the 53,000-acre refuge function as dikes and levees impounding the natural water flow and increasing inland

evapotranspiration. In addition to hydrologic alterations associated with the Refuge road network, portions of the flatwoods within the Refuge were utilized for commercial silviculture prior to public ownership, many historically wet areas were bedded for pine plantings. Restoration using easily proven methodologies, existing data sets and working with key partners will develop a comprehensive assessment of hydrological restoration and enhancement needs.

This project will develop a range of restoration options that will improve hydrologic conditions within the project area. The recipient will work with the U. S, Fish and Wildlife Service to accomplish the following tasks:

1. Assess site hydrologic conditions and identify barriers to sheet flow;
2. Model changes in hydrology under different restoration options: and
3. Prepare a final report detailing restoration options, probable costs, and estimated change in site hydrology.

Restoring surface water flow conditions by reducing barriers from roads and ditches in this region is expected to enhance freshwater flow in the area's tidal creeks, Suwannee Sound, and within the Suwannee River itself, improving fish and wildlife resources benefiting the Gulf Sturgeon, American Oystercatchers, and a host of ecologically and economically important fishery resources.

THM/pf

MEMORANDUM

TO: Governing Board  
FROM: Tara Rodgers, Chief, Office of Hydrologic Data Services  
THRU: Tom Mirti, Deputy Executive Director, Water and Land Resources  
DATE: February 29, 2020  
RE: Authorization to Purchase Sierra Wireless RV50x Modems and Antennas

RECOMMENDATION

**Staff recommends the Governing Board authorize the Executive Director to approve the purchase of Sierra Wireless RV50x cellular modems and antennas for hydrologic and water use monitoring from Access Wireless Data Solutions for an amount not to exceed \$120,937.50.**

BACKGROUND

On February 4, 2020, the District issued an Invitation to Bid 19/20-015 WLR for the purchase of 250 Sierra Wireless RV50x cellular modems with antennas. These devices are intended for use at District monitoring stations (groundwater, surfacewater, or agricultural water use) for telemetry requirements. The purchase of 4G-capable modems for the District's monitoring networks for installation is essential as the cellular communications industry is expected to terminate support of 2G and 3G equipment during calendar year 2020.

On February 18, 2020, bid responses were opened at District Headquarters in Live Oak. Two modem equipment suppliers submitted bids which are tabulated below.

<b>Bidder</b>	<b>City</b>	<b>Bid Calculation</b>
Island Tech Services	Ronkonkoma, NY	\$138,250.00
Access Wireless Data Solutions	Lutz, FL	\$120,937.50

Access Wireless Data Solutions submitted the lowest bid to supply the modems with antennas at \$120,937.50.

Funding for this recommendation is included in the Fiscal Year 2020 budget under fund code 01-3-701-2-1200-00-00.

TR/pf

MEMORANDUM

TO: Governing Board  
FROM: Hugh Thomas, Executive Director  
DATE: February 28, 2020  
RE: District's Weekly Activity Reports

Attached are the weekly District activity reports.

Please feel free to contact staff prior to the Governing Board meeting if you would like further information.

HT/rl  
Attachments



## Weekly Activity Report to Governing Board for January 19 – 25, 2020

### Executive / Management

- Hugh Thomas, Stefani Weeks, and Matt Cantrell attended the Suwannee River Partnership Interagency Meeting at District headquarters to discuss BMPs, BMAPs, and MFLs.
- Hugh Thomas attended the 29<sup>th</sup> Annual Southwest Florida Water Resources Conference in Ft. Myers.

### Legislative and Community Affairs

- Ben Glass attended the 5th Natural Resource Leadership Institute session in Okeechobee.
- Steve Minnis, Tom Mirti, Steve Schroeder, and Bill McKinstry met with representatives from the City of Newberry regarding the wellfield property.

### Administration

- No reporting activity.

### Finance

- Finance Team members assisted the auditors from Powell and Jones, CPA to complete the FY 2019 financial audit.

### Land Management

- Timber harvest contractors continued working at Gar Pond and Natural Well Branch tracts.
- Steve Carpenter completed the Bailey Brothers Conservation Easement inspection.
- District contractors completed road work for the upcoming timber harvest and are working on the public roads for the Cuba Bay Tract.
- Suwannee Bicycle Association held their 26<sup>th</sup> Annual IDIDARIDE in White Springs. The event was held on trails at the Stephen Foster, White Springs, Gar Pond, Little Shoals, Falling Creek, Barnett, and Big Shoals tracts.
- District contractors completed site prep work on the Santa Fe River Ranch and Troy Springs Addition tracts.

### Resource Management

- No reporting activity.

### Water Resources

- Darlene Velez and Alexandria Blankenship attended the North Florida Marine Science Symposium in Marineland.

### **Minimum Flows and Minimum Water Levels**

- Tom Mirti, John Good, Katelyn Potter, Dave Christian, Sky Notestein, and Lindsey Garland attended FDEP's MFL Rule Development public meeting for the Lower Santa Fe and Ichetucknee river systems at Wilson Library, Gateway College in Lake City. John Good presented the draft proposed MFL and assisted FDEP staff in answering questions.
- Tom Mirti, Amy Brown, John Good, Doug Durden, Dave Christian, Sky Notestein, and other SRWMD staff attended a meeting with the North Florida Utility Coordinating Group (NFUCG) and SJRWMD staff in Gainesville to discuss NFUCG's preliminary comments on the draft MFL for the Lower Santa Fe and Ichetucknee river systems.

### **Water Supply**

- No reporting activity.

### **Hydrological Data**

- No reporting activity.

### **Agriculture and Environmental Projects**

- Bob Heeke performed a site inspection of the Pot Springs project in Hamilton County.
- Tom Mirti, Pat Webster, and Bob Heeke held a conference call with Matt Cohen of UF to discuss the Bradford County Silviculture Enhancement and Recharge Project.
- Matt Cantrell presented an overview of the District, as well as current agriculture and water issues that are being faced in the area at UF in Gainesville.
- Pat Webster met with representatives from the City of Alachua to discuss the findings of the Geotech investigation, recommendations, a path-forward, and the associated timeline of the Mill Creek project.
- Pat Webster met with Half Moon Growers for a plant review at Edwards Bottomlands project in Bradford County.
- Matt Cantrell attended the Hamilton County Corn and Soybean extension meeting held in Jasper.

## Communications

- Communications staff participated in the statewide Potable Reuse Campaign conference call with FDEP and other water management district staff.
- Weekly Top Performing Post

The image shows a Facebook post from the Suwannee River Water Management District. The post is a video titled "Well Ownership and Responsibility" with a duration of 01:03. The text of the post asks, "Are you a responsible well owner? It is important to know the components that make up your well. #WellWellness". The post has 12,269 people reached and 308 engagements. It was boosted on January 23, 2020, by Lindsey Garland, with a budget of 11.6K and 2.2K ThruPlays. The performance analytics on the right show 12,269 people reached, 7,442 3-second video views, 35 reactions, comments, and shares (26 likes, 3 loves, 2 comments, 5 shares), 273 post clicks (205 clicks to play, 0 link clicks, 68 other clicks), and 0 negative feedback (3 hide posts, 1 report as spam, 0 unlike pages).

Performance for Your Post		
12,269 People Reached		
7,442 3-Second Video Views		
35 Reactions, Comments & Shares		
26 Like	22 On Post	4 On Shares
3 Love	3 On Post	0 On Shares
2 Comments	2 On Post	0 On Shares
5 Shares	5 On Post	0 On Shares
273 Post Clicks		
205 Clicks to Play	0 Link Clicks	68 Other Clicks
NEGATIVE FEEDBACK		
3 Hide Post	0 Hide All Posts	
1 Report as Spam	0 Unlike Page	

## Announcements for the week of February 2 – 8, 2020

- Ben Glass will attend Week 4 of the Legislative Session in Tallahassee.



## Weekly Activity Report to Governing Board for Jan. 26 – Feb. 1, 2020

### **Executive / Management**

- Hugh Thomas and Katelyn Potter attended the Suwannee River Partnership Meeting in Lee.

### **Legislative and Community Affairs**

- Ben Glass attended the third week of committee meetings for the Legislative Session in Tallahassee.

### **Administration**

- Steve Minnis, Tom Mirti, and Stephen Schroeder met with FPL representatives regarding their Resiliency Project.

### **Finance**

- No reporting activity.

### **Land Management**

- Timber harvest contractors continued working at Gar Pond, Cuba Bay and Natural Well Branch tracts.
- Ryan Sims completed the Moore Conservation Easement and Davidson Conservation Easement inspections on the Aucilla River.
- District road contractors continued work on the public roads on the Cuba Bay Tract.
- Bill McKinstry, Edwin McCook and Wri Irby met with Andrew Gude, Larry Woodward, and Sterling Valentine for the annual management meeting to discuss District lands within the Lower Suwannee National Wildlife Refuge and the Cedar Keys National Wildlife Refuge.
- District contractors completed site prep chopping on the Woods Ferry, Santa Fe River Ranch, and Troy Springs Addition tracts.

### **Resource Management**

- No reporting activity.

### **Water Resources**

- Darlene Velez attended the FDEP DEAR Kickoff Meeting via webinar to discuss FDEP strategic monitoring sampling.

### **Minimum Flows and Minimum Water Levels**

- No reporting activity.

## Water Supply

- No reporting activity.

## Hydrological Data

- No reporting activity.

## Agriculture and Environmental Projects

- Pat Webster met with Half Moon Growers to discuss the availability of plant species and sizes for Phase II planting at the Edwards Bottomlands project in Bradford County.

## Communications

- Lindsey Garland met with members from various industries, including the Florida Forest Services and local producers at the Young Professionals of Live Oak meeting to discuss networking with stakeholders and view a presentation from a local photographer.
- Weekly Top Performing Post

The image shows a Facebook post from the Suwannee River Water Management District. The post text asks "Is your well up to code? Check the for the four S's." and includes a video player with the title "Is Your Well Up To Code?". The post has 14,639 people reached, 479 engagements, 34 likes, 1 love, 9 comments, and 15 shares. A performance analytics overlay on the right provides detailed metrics: 14,639 People Reached, 8,610 3-Second Video Views, 59 Reactions, Comments & Shares, 420 Post Clicks, and 180 Other Clicks. It also lists negative feedback options like "Hide Post" and "Report as Spam".

14,639	People Reached						
8,610	3-Second Video Views						
59	Reactions, Comments & Shares						
34	Like	33	On Post	1	On Shares		
1	Love	1	On Post	0	On Shares		
9	Comments	9	On Post	0	On Shares		
15	Shares	15	On Post	0	On Shares		
420	Post Clicks	240	Clicks to Play	0	Link Clicks	180	Other Clicks

## Announcements for the week of February 9 – 15, 2020

- Ben Glass will attend Week 5 of the Legislative Session in Tallahassee.



## Weekly Activity Report to Governing Board for February 2 – 8, 2020

### **Executive / Management**

- Hugh Thomas attended the Levy County Soil and Water Conservation District Meeting in Bronson.

### **Legislative and Community Affairs**

- Ben Glass attended the fourth week of committee meetings for the Legislative Session in Tallahassee.

### **Administration**

- No reporting activity.

### **Finance**

- No reporting activity.

### **Land Management**

- Timber harvest contractors continued work at Gar Pond, Steinhatchee Falls, and Natural Well Branch tracts.
- District road contractors continued work on the public roads on the Cuba Bay Tract.
- Bill McKinstry met with and toured the Aucilla River Corridor with Tall Timbers to view District lands. Tall Timbers is interested in assisting the District with land management operations funding for the river corridor.

### **Resource Management**

- Chrissy Carr and Stefani Weeks represented the District at the FDEP/ Florida Groundwater Association quarterly well permitting coordination meeting in Tallahassee.

### **Water Resources**

- No reporting activity.

### **Minimum Flows and Minimum Water Levels**

- Louis Mantini continued efforts on the Suwannee debris inventory inspecting river miles 34-73 and confirmed that previously inventoried debris are intact. The District has received all authorizations and is now prepared to contact all affected property owners and mobilize the contractor.
- Robbie McKinney attended a WMD/FWC meeting on the topic of in-stream habitat assessment data and methods in Gainesville. FWC will continue to keep the districts updated on progress of habitat suitability curve assessment with bi-annual meetings.

## Water Supply

- Emily Ryan attended the Florida Water and Climate Alliance workshop hosted by the Orlando Utilities Commission.

## Hydrological Data

- No reporting activity.

## Agriculture and Environmental Projects

- Bob Heeke performed a site visit at the Mallory Swamp project in Lafayette County.
- Matt Cantrell and Libby Schmidt attended the Suwannee Valley Ag Outlook meeting held at NFREC in Live Oak.
- Pat Webster and Libby Schmidt performed an inspection of the Country Club Road project in Columbia County.
- Project Review Team reviewed Springs Cost Share Applications.

## Communications

- Sara Zybell and Lindsey Garland attended the Agriculture and Biological Engineering Night of Networking at the University of Florida in Gainesville. Lindsey presented an overview of the District and Sara spoke with students individually at the District's booth.
- Weekly Top Performing Post

Performance for Your Post		
4,541 People Reached		
2,796 3-Second Video Views		
18 Likes, Comments & Shares		
13 Likes	8 On Post	5 On Shares
1 Comments	0 On Post	1 On Shares
4 Shares	4 On Post	0 On Shares
96 Post Clicks		
52 Clicks to Play	3 Link Clicks	41 Other Clicks
NEGATIVE FEEDBACK		
1 Hide Post	0 Hide All Posts	
0 Report as Spam	0 Unlike Page	

insights activity is reported in the Pacific time zone. Ads activity is reported in the time zone of your ad account.

## Announcements for the week of February 16 – 22, 2020

- Ben Glass will attend Week 6 of the Legislative Session in Tallahassee.



## Weekly Activity Report to Governing Board for February 9 – 15, 2020

### Executive / Management

- Hugh Thomas attended a meeting with the Office of Water Policy in Tallahassee.
- Hugh Thomas met with Senator Baxley, Ethics and Elections Chair, in Tallahassee.
- Hugh Thomas presented at the Senate Environment and Natural Resources Committee regarding Executive Director Confirmation in Tallahassee.
- Hugh Thomas attended the Florida Agriculture Hall of Fame Banquet in Tampa.
- Hugh Thomas attended a site visit to Suwannee Farms in Live Oak.

### Legislative and Community Affairs

- Steve Minnis provided a District Overview presentation to the City of Chiefland Council.
- Ben Glass attended the fifth week of committee meetings for the Legislative Session in Tallahassee.

### Administration

- Samuel Long successfully completed the Florida Certified Contract Manager (FCCM) course in Tallahassee to earn his FCCM credential.

### Finance

- No reporting activity.

### Land Management

- Timber harvest contractors continued work at Gar Pond, Cuba Bay, and Natural Well Branch tracts.
- District road contractors worked on the public roads on the Cabbage Grove Tract and completed work on the Wolf Creek Tract.

### Resource Management

- Warren Zwanka represented the District on the FDOT M-CORES toll road advisory group in Madison and Fanning Springs.
- Sara Zybelle participated as a judge at the Alachua County regional science fair at Santa Fe College in Gainesville.

### Water Resources

- Darlene Velez attended a boat tour of Loan Cabbage Reef Oyster Restoration Project in Cedar Key to see progress of oyster growth one year after construction was completed.
- Marc Minno presented on biology to the Master Gardeners group in Live Oak.

### Minimum Flows and Minimum Water Levels

- No reporting activity.

## Water Supply

- No reporting activity.

## Hydrological Data

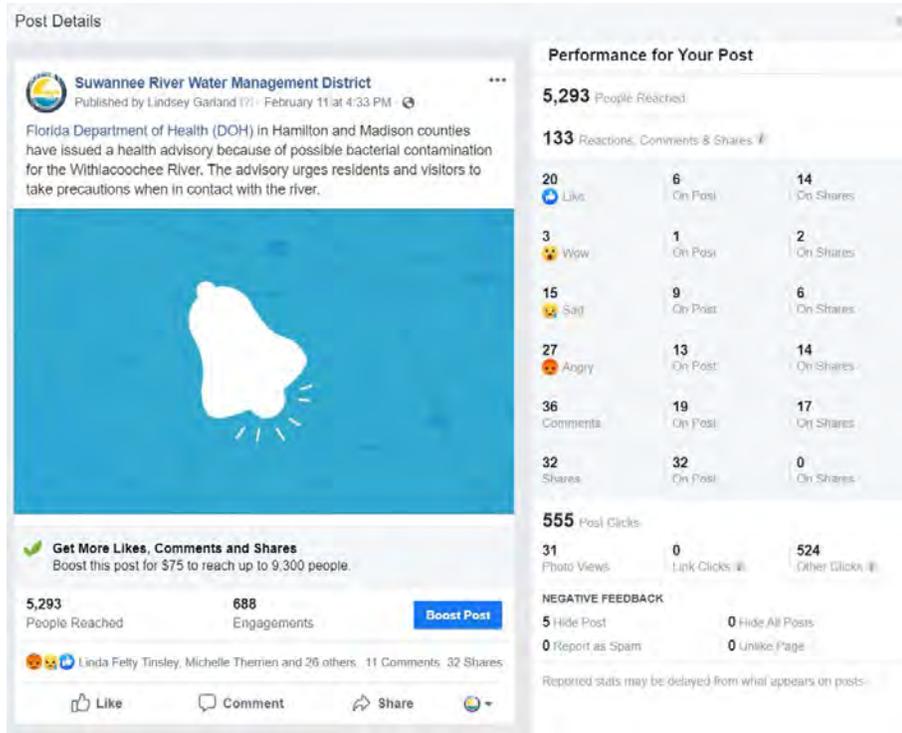
- No reporting activity.

## Agriculture and Environmental Projects

- Matt Cantrell and Libby Schmidt participated in the FDACS Water Supply Planning and Land Use workshop status meeting.
- Matt Cantrell and Libby Schmidt attended the Soil Health and Cover Crop Workshop held at NFREC in Live Oak.

## Communications

- Weekly Top Performing Post



## Announcements for the week of February 23 – 29, 2020

- Ben Glass will attend Week 7 of the Legislative Session in Tallahassee.

MEMORANDUM

TO: Governing Board  
FROM: Hugh Thomas, Executive Director  
DATE: February 28, 2020  
RE: Springs Protection Awareness Month Proclamation

RECOMMENDATION

**Staff recommends the Governing Board proclaim April 2020 as Springs Protection Awareness Month.**

BACKGROUND

In recent years, the Florida Legislature has adopted resolutions recognizing the importance of Florida's springs and natural resources by declaring the month of April as Springs Protection Awareness month.

The District contains over 400 documented springs, including the highest concentration of freshwater springs in Florida, and the highest concentration of first-magnitude springs in the United States. The District is defined by world-renowned springs, including 14 of the 30 Outstanding Florida Springs as identified by the Legislature.

Springs provide habitat for wildlife and plant species, as well as natural, recreational, and economic value. Recreational use of springs supports ecotourism in the region providing opportunities for swimming, fishing, diving, kayaking and canoeing, and wildlife viewing. The estimated total economic benefits associated with recreational use (due to direct spending, supply chain activity and income re-spending) support over 1,100 full and part-time jobs and generate \$84 million annually in economic output<sup>1</sup>.

Increasing public awareness of the District's ongoing work to protect springs is a key part of accomplishing the District mission.

HT/kcp  
Attachment

---

<sup>1</sup> Borisova, T.; Hodges, A.W.; Stevens, T.J. Economic Contributions and Ecosyst. Serv. of Springs in the Lower Suwannee and Santa Fe River Basins of North-Central Florida; FE958, University of Florida: Gainesville, FL, USA, 2014

# Proclamation

Suwannee River Water Management District  
Live Oak, Florida

**WHEREAS**, Florida's springs are essential to the environment, economy, and citizens of, and visitors to, this state, and

**WHEREAS**, Florida has one of the most productive aquifers in the world, which supports more than 400 natural springs, giving this state the world's highest concentration of springs, and

**WHEREAS**, Suwannee River Water Management District has the highest concentration of springs in the United States, and

**WHEREAS**, Florida's springs discharge more than eight billion gallons of water each day, which is essential for sustaining spring runs and associated receiving water bodies, and

**WHEREAS**, Suwannee River Water Management District has the highest concentration of first magnitude springs in Florida, and

**WHEREAS**, Suwannee River Water Management District has fourteen Outstanding Florida Springs, and

**WHEREAS**, groundwater in the Suwannee River Water Management District is the primary source for public, agricultural, business, and industrial use and vital to Florida's economy, and

**WHEREAS**, springs are a natural resource that must be protected, as they reflect groundwater conditions and provide an important habitat for wildlife and listed species, and

**WHEREAS**, springs provide important recreation resources and opportunities that are enjoyed by citizens and visitors alike,

**WHEREAS**, Suwannee River Water Management District has the Heartland Springs Initiative with a strategic goal to ensure springs have an adequate flow and good water quality to sustain healthy biological communities, and

**WHEREAS**, Governor Ron DeSantis is recommending \$50 million dollars for springs protection and restoration in his 2020-2021 "Bolder, Brighter, Better Future" Recommended Budget.

**NOW THEREFORE**, the Governing Board of the Suwannee River Water Management District hereby proclaims April 2020 as Springs Protection Awareness Month, and all levels of government are encouraged to support springs protection, restoration, and preservation awareness.

**PASSED AND ADOPTED THIS 10th DAY OF MARCH 2020, A.D.**

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT  
BY ITS GOVERNING BOARD**

---

**MEMBERS OF THE BOARD:  
VIRGINIA JOHNS, CHAIR  
DON QUINCEY, VICE-CHAIR  
RICHARD SCHWAB, SECRETARY/TREASURER  
GARY JONES  
VIRGINIA SANCHEZ  
CHARLES KEITH**

**ATTEST**

---

## MEMORANDUM

TO: Governing Board  
FROM: Hugh Thomas, Executive Director  
DATE: February 26, 2020  
RE: Water Conservation Month Proclamation

### RECOMMENDATION

## **Staff recommends the Governing Board proclaim April 2020 as Water Conservation Month.**

### BACKGROUND

Declaring April as Water Conservation Month will mark the 22<sup>nd</sup> year of this important recognition. Many local governments, water management districts, and other entities have demonstrated their support by adopting resolutions or proclamations designating Water Conservation Month in their communities.

The District's strategic focus on community partnerships and water resource project implementation, dedication to improved efficiencies and conservation, and sustainable management of District water resources illustrates its commitment to water conservation and its vitality to the Suwannee River Valley.

As part of the effort, the District encourages local communities to issue a commitment to water conservation and offers outreach tools for communities to share with their constituents.

This designation provides an opportunity to increase public awareness about the importance of water conservation and of following the District's year-round water conservation measures. It also encourages citizens to develop life-long conservation habits that will help preserve and protect our state and local water resources now and in the future.

Therefore, staff recommends the Governing Board proclaim April 2020 as Water Conservation Month.

HT/kcp  
Attachment

# Proclamation

Suwannee River Water Management District  
Live Oak, Florida

**WHEREAS**, clean, safe and sustainable water resources are vital to Suwannee River Water Management District's (District) residents, visitors, economy, and environment; and

**WHEREAS**, droughts, development, and population growth serve as reminders that Florida's ground and surface water resources such as rivers, lakes, and springs are finite and fragile; and

**WHEREAS**, permanent, year-round water conservation measures are in effect throughout the District; and

**WHEREAS**, water conservation is a District strategic priority; and

**WHEREAS**, the District funds water conservation infrastructure and projects; and

**WHEREAS**, the District encourages and supports water conservation through public awareness efforts; and

**WHEREAS**, water conservation will continue to play an important role in the future protection and preservation of ground and surface water resources; and

**WHEREAS**, every business, industry, school, resident, and visitor can help by conserving water and thus promote a healthy economy and community; and

**WHEREAS**, local governments are essential in assisting in promoting water conservation awareness and implementing water conservation measures; and

**WHEREAS**, the State of Florida traditionally designates April as Water Conservation Month,

**NOW THEREFORE**, the Governing Board of the Suwannee River Water Management District hereby proclaims April 2020 as Water Conservation Month. Additionally, the District respectfully calls upon each local government, resident, visitor, and business to help protect our precious resource by practicing water conservation measures and becoming more aware of the need to conserve water.

**PASSED AND ADOPTED THIS 10th DAY OF MARCH 2020, A.D.**

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT  
BY ITS GOVERNING BOARD**

---

**MEMBERS OF THE BOARD:  
VIRGINIA JOHNS, CHAIR  
DON QUINCEY, VICE-CHAIR  
RICHARD SCHWAB, SECRETARY/TREASURER  
GARY JONES  
VIRGINIA SANCHEZ  
CHARLES KEITH**

**ATTEST**

---

## MEMORANDUM

TO: Governing Board  
FROM: Katelyn Potter, Chief, Office of Communications and Organizational Development  
DATE: February 28, 2020  
RE: Authorization to Enter into an Agreement with Moore Communications for Education and Outreach

### RECOMMENDATION:

**Staff recommends the Governing Board authorize the Executive Director to enter into an agreement with Moore Communications for services related to the Non-Point Source 319 Education and Outreach Grant.**

### BACKGROUND

On May 14, 2019, the Governing Board approved the Executive Director to enter into an agreement with the Florida Department of Environmental Protection (FDEP) to receive \$300,000 in grant funds for the Non-Point Source 319 (NPS 319) Education and Outreach Grant Program (Contract 18/19-174). The grant is designed to provide funding to cooperators for various projects aimed at improving knowledge, awareness, and behavior on non-point source water quality issues.

Staff recommends the Governing Board authorize the Executive Director to enter into an agreement with Moore Communications utilizing the NPS 319 funds to develop a regional, District-wide educational campaign to increase public knowledge of non-point source pollution, encourage behavior change, and improve water quality for springs and natural resources in an amount not to exceed \$300,000.

The vendor has worked on water quality outreach for the Executive Office of the Governor and FDEP. Their enhanced knowledge of water quality concerns in Florida allows for the best, most cost-effective use of the grant funds and greatly reduces costs associated with project scoping and research; thereby allowing for more funds to be spent on actual outreach and education activities.

Additionally, section 287.042(16)(a), Florida Statutes, and District policy allows agencies to “piggyback” on existing state contracts which were competitively bid and for which the vendor agrees to extend the same terms and conditions. The vendor is currently under contract with FDEP for campaign services which were competitively bid and has agreed to extend the competitive rate to the District.

Funding for this recommendation is included and approved in the Fiscal Year 2019-2020 budget under account code 60-2586-7-2300-37-00. All work is scheduled to be completed by September 30, 2022.

KCP/rl  
Attachment

**CONTRACT  
BETWEEN  
SUWANNEE RIVER WATER MANAGEMENT DISTRICT  
AND  
MOORE COMMUNICATIONS  
FOR  
NON-POINT SOURCE 319 EDUCATION AND OUTREACH GRANT**

THIS CONTRACT is effective this \_\_\_\_ day of \_\_\_\_\_, 2020, by and between the DISTRICT, and the CONTRACTOR, who for and in consideration of the terms and conditions set forth herein do covenant and agree as follows:

- (1) Definitions. As used herein, the following terms shall have the following meanings unless the context clearly requires otherwise.
- a. *CONTRACT* shall mean this Contract between the DISTRICT and the CONTRACTOR.
  - b. *CONTRACTOR* shall mean Moore Communications, Inc., a Florida Corporation, whose address is 2011 Delta Blvd., Tallahassee, FL 32303 and whose Federal Tax ID No. is 59-3218275
  - c. *CONTRACT TERM* shall mean the time period beginning on the EFFECTIVE DATE and ending on September 30, 2022.
  - d. *DISTRICT* shall mean the Suwannee River Water Management District, a special taxing district organized under Chapter 373 of Florida Statutes, whose address is 9225 County Road 49, Live Oak, Florida 32060.
  - e. *DISTRICT REPRESENTATIVE* shall mean Katelyn Potter, whose contact information is 386.362.0448, [Katelyn.Potter@srwmd.org](mailto:Katelyn.Potter@srwmd.org) , or such other person as may be designated by the DISTRICT, from time to time, upon written notice to CONTRACTOR.
  - f. *EFFECTIVE DATE* shall mean the date the CONTRACT is executed by the last party to execute it.
  - g. *FISCAL YEAR* shall mean the DISTRICT's fiscal year which runs from October 1 through September 30.
  - h. *PROJECT MANAGER* shall mean Liz Underwood, whose contact information is 2011 Delta Blvd, Tallahassee, FL 32303, [lizu@themooreagency.com](mailto:lizu@themooreagency.com),

850.224.0174 or such other person as may be approved, in advance and in writing, by the DISTRICT.

- i. *REQUIRED INSURANCE LIMITS* shall mean (i) for workers' compensation insurance, the limits shall be as required by law; (ii) for motor vehicular liability insurance, the limits shall be for not less than \$500,000 combined single limit; (iii) for general liability insurance, the limits shall be a minimum of \$1,000,000 per occurrence and \$1,000,000 general aggregate; (iv) for professional liability insurance, the limits shall be a minimum of \$1,000,000 per occurrence and \$1,000,000 general aggregate.
- j. *TOTAL CONTRACT AMOUNT* shall mean \$300,000.00

(2) *WORK* or *SCOPE OF WORK* shall mean Attachment A, Scope of Work for SRWMD Communications Support Services, which is attached hereto and made a part of this agreement, PAGE 13-17.

(3) Representation of Qualification. CONTRACTOR represents that: (1) the CONTRACTOR is presently, and throughout the CONTRACT TERM shall continue to be, qualified and capable of providing the services and requirements as set forth in the REQUEST and the SCOPE OF WORK; (2) CONTRACTOR presently has, and throughout the CONTRACT TERM shall maintain, all professional licenses and other licenses and permits necessary to provide the services and fulfill the requirements as set forth in the REQUEST and the SCOPE OF WORK; (3) if the CONTRACTOR is a business entity, the CONTRACTOR is the business entity set out in the definition of the term CONTRACTOR; (4) if the CONTRACTOR is a foreign business entity, the CONTRACTOR is duly registered and authorized to do business in the State of Florida; and, (5) the name, address, contact information, Federal Tax ID number and all other identifying information for the CONTRACTOR set out in the definition of the term CONTRACTOR is correct. It shall be the continuing duty of the CONTRACTOR to immediately notify the DISTRICT should any of the above represented information change in any way during the CONTRACT TERM.

(4) Engagement. Based on the representations in paragraph 1 above, DISTRICT hereby engages CONTRACTOR to provide the services as described in the SCOPE OF WORK during the CONTRACT TERM.

(5) Contract Documents. In the event of any conflict between the SCOPE OF WORK and this CONTRACT, this CONTRACT shall prevail. CONTRACTOR shall initiate the performance of the above WORK following receipt of written authorization to proceed from DISTRICT.

(6) Payment. CONTRACTOR may invoice DISTRICT upon the completion of WORK requested by DISTRICT. Each invoice shall be submitted to the DISTRICT REPRESENTATIVE, shall have the CONTRACT number on it, a description of the WORK done, the rate charged for said WORK, and the date(s) the WORK was done. Services shall be furnished at a rate as provided in the SCOPE OF WORK. Upon staff quality control and acceptance of the invoices, DISTRICT shall pay all amounts due CONTRACTOR within thirty (30) days.

The DISTRICT agrees to pay the CONTRACTOR for work performed in accordance with the Local Government Prompt Payment Act, Part VII of Chapter 218, Florida Statutes, upon receipt of a proper invoice, as defined herein Invoices shall be submitted by the CONTRACTOR to the DISTRICT at:

Suwannee River Water Management District  
9225 CR 49  
Live Oak, Florida 32060

or via email to [accountspayable@srwmd.org](mailto:accountspayable@srwmd.org)

(7) Total Amount to be Paid by the DISTRICT. In no event will the total sums paid by the DISTRICT for all WORK performed under this CONTRACT, including all expenses and costs, whether by the CONTRACTOR or its agents, employees, subcontractors or material men, including any act, omission, oversight, errors, exclusion, extra WORK and/or overtime necessary to complete the WORK contracted for by the CONTRACTOR within the time set forth herein, exceed the TOTAL CONTRACT AMOUNT in the aggregate, except as may be approved by DISTRICT in writing, in advance of the WORK performed or materials furnished.

(8) Subcontracting. Other persons may be authorized to do WORK as may be recommended by CONTRACTOR and approved in advance and in writing by the DISTRICT.

(9) Extension of Term. Upon satisfactory performance of this CONTRACT and pending approval by DISTRICT's Governing Board, DISTRICT has the option to extend this CONTRACT up to two years upon the same terms and conditions or terms more favorable to DISTRICT.

(10) Errors and Omissions. It shall be the CONTRACTOR's responsibility to ensure that CONTRACTOR's work product is free from errors and omissions and to timely correct any errors or omissions which may be discovered.

(11) Independent Contractor Status. CONTRACTOR shall be deemed to be an independent contractor in all its operations and activities hereunder.

a. Contractor's Employees. The employees furnished by CONTRACTOR to

perform the WORK and CONTRACTOR'S subcontractors shall be paid by CONTRACTOR for all such services. CONTRACTOR will be responsible for all obligations and reports concerning FICA, unemployment insurance, worker's compensation, income tax, and other reports and deductions required by an applicable state or federal law. Under no circumstances shall such employees and subcontractors be deemed to be the employees of the DISTRICT.

b. Contractor to Furnish Its Own Means of Work. CONTRACTOR shall, at its expense, supply all labor, equipment, materials, and supplies to complete the WORK.

c. Expenses Not to Be Billed Separately. The consideration paid to CONTRACTOR under this CONTRACT is for all CONTRACTOR's costs and expenses including but not limited to all its services, personnel, administrative fees, materials, equipment, copies, telephone, postage, meals, lodging, and travel. Expenses are not to be billed separately but are incorporated into the fixed fee costs.

d. Contractor Not to Be Agent. CONTRACTOR is not an agent of DISTRICT and does not have any authority with respect to any matter or in any manner to obligate or commit DISTRICT by contract or otherwise.

(12) Changes to General Scope/Equitable Adjustment. DISTRICT may, at any time, by written order, make changes within the general scope of the CONTRACT as to the WORK and services to be performed. If any such changes cause an increase in the cost or the time required for performance of this CONTRACT, an equitable adjustment shall be made with the consent of CONTRACTOR in the CONTRACT price or time of performance, or both, and CONTRACTOR will be notified in writing accordingly.

(13) Termination of Contractor for Cause. Should CONTRACTOR at any time refuse or neglect to supply sufficient and properly skilled workers, equipment, or materials of the proper quality and quantity, or fail in any respect to perform the WORK or any responsible portion, with promptness and diligence, or fail in the performance of any portion of this CONTRACT for the satisfactory completion of the WORK, or become insolvent, or file for bankruptcy, DISTRICT may, if CONTRACTOR has not corrected the same after fifteen working days written notice to CONTRACTOR to correct the deficiency, terminate this CONTRACT and the DISTRICT may provide any such labor, equipment, or materials the District deems necessary to complete performance of the tasks herein. DISTRICT may terminate CONTRACTOR's right to proceed with the WORK or such part of the WORK where defaults have occurred. In the event of a termination, DISTRICT may finish the WORK by whatever method it may deem necessary and advisable, including the hiring of another contractor or subcontractor, and CONTRACTOR shall be liable to DISTRICT for all reasonable damages sustained by it arising out of said default.

(14) Termination of Contractor for No Cause. The DISTRICT may terminate this CONTRACT for no cause upon thirty (30) days written notice to CONTRACTOR, CONTRACTOR will be entitled only to compensation covering the portion of the WORK accomplished pursuant to this CONTRACT prior to the effective date of such termination notice, less any sums CONTRACTOR may owe DISTRICT.

(15) W-9 Requirement. Upon execution of the CONTRACT, the CONTRACTOR shall immediately submit to the DISTRICT a completed IRS Form W-9, for reporting purposes only. The DISTRICT shall make no payments to the CONTRACTOR, under the CONTRACT or for any other reason, unless and until such form is submitted to DISTRICT.

(16) Insurance Coverages. The CONTRACTOR shall provide insurance as follows:

a. CONTRACTOR will purchase and maintain all insurance necessary to protect it from claims under workers' compensation laws, disability benefit laws or other similar employee benefit laws; from claims for damages because of bodily injury, occupational sickness or disease, or death of its employees, including claims insured by usual personal injury liability coverage; from claims for damages because of bodily injury, sickness or disease, or death of any person other than its employees including claims insured by usual personal injury liability coverage; and from claims for injury to or destruction of tangible property, including loss of use resulting therefrom - any or all of which may arise out of or result from CONTRACTOR's operations under this CONTRACT, whether those operations be by the CONTRACTOR or by any subcontractor or anyone directly or indirectly employed by any of them or for whose acts any of them may be legally liable.

b. This insurance shall be written for not less than the REQUIRED INSURANCE LIMITS or as required by law, whichever is greater, and shall include contractual liability insurance.

c. Before starting the WORK, CONTRACTOR will file with the DISTRICT certificate(s) of insurance, acceptable to the DISTRICT, providing evidence that CONTRACTOR has in full force and effect the insurance required herein with insurers authorized to do business in the State of Florida. These certificate(s) shall contain provision(s) that provide, without limitation, the following:

(i) For all insurances except for professional liability insurance, name the DISTRICT as a named or additional insured without waiving any defense of sovereign immunity or increasing the limits of DISTRICT's liability in excess of the statutory cap provided under Section 768.28, Florida Statutes.

(ii) The coverage afforded under the policies will not be cancelled or

materially changed until at least 30 days prior written notice has been given to the DISTRICT.

d. Should the CONTRACTOR provide professional services pursuant to this CONTRACT, the CONTRACTOR shall purchase and maintain professional liability insurance covering such professional services. The insurance shall be written for not less than the REQUIRED INSURANCE LIMITS. Should the REQUIRED INSURANCE LIMITS for professional liability insurance be shown herein as greater than \$0.00, then the parties will be deemed to agree that the services being provided by the CONTRACTOR are professional services and the CONTRACTOR shall purchase and maintain professional liability insurance in such amount. Should the REQUIRED INSURANCE LIMITS for professional liability insurance be \$0.00, then the parties will be deemed to agree that the services being provided by the CONTRACTOR are not professional services and no professional liability insurance shall be required.

(17) Compliance with Laws. CONTRACTOR, its employees and representatives, shall always comply with all applicable laws, ordinances, statutes, rules, and regulations of the federal, state, or local government, including but not expressly limited to those relating to wages, hours, and work conditions.

(18) Ownership of and Rights to Items Produced. DISTRICT shall have absolute ownership of and unlimited rights in all items produced or delivered in the performance of this CONTRACT. CONTRACTOR shall not publish or use any of the information or products generated by this CONTRACT for advertising, presentations not directly connected with this CONTRACT, or for other uses not connected with this CONTRACT without the prior written approval of the DISTRICT.

(19) Indemnification. CONTRACTOR shall be solely responsible for and shall hold DISTRICT free and harmless from, and hereby indemnifies DISTRICT against any and all claims, demands, courses of action, loss, cost, damages, and expenses, attorneys fees and consultants fees arising out of or in connection with, property damage, or injuries or death of any and all persons in any way sustained, or alleged to have been sustained, in connection with, or arising out of the performance of the WORK by CONTRACTOR, its agents and employees, and its subcontractors, unless caused by the sole negligence of DISTRICT employees while working on this project for DISTRICT. Provided that notwithstanding anything else herein to the contrary, to the extent the CONTRACT is a "Professional Services Contract" as defined in Section 725.08(3), Florida Statutes and the CONTRACTOR is a "Design Professional" as defined in Section 725.08(4), Florida Statutes, the indemnification provided herein shall be limited to that indemnification allowed under Section 725.08(1-2), Florida

Statutes.

(20) Records Retention. The books, records, and documents of CONTRACTOR, insofar as they relate to WORK performed or money received under this CONTRACT, shall be retained by the CONTRACTOR for a period of three years from the date of the final payment, except that such records shall be retained until final resolution of matters resulting from any litigation, claim, or audit that commences prior to the expiration of the three-year period. Notice of the need for such extended retention shall be in writing and signed by DISTRICT's representative. All records shall be subject to audit, at any reasonable time and upon reasonable notice, by DISTRICT or other duly authorized representatives of the State.

(21) Binding Effect. CONTRACTOR binds itself and its successors, and assigns to DISTRICT and to the successors, and assigns of DISTRICT, in respect to all covenants of this CONTRACT. Nothing herein shall be construed as creating any personal liability on the part of any officer or agent of any public body or corporation which may be a party hereto, nor shall it be construed as giving any rights or benefits hereunder to anyone other than DISTRICT and CONTRACTOR.

(22) Project Manager to Be Agent of Contractor. CONTRACTOR agrees that the PROJECT MANAGER is to have direct, primary, and continuing responsibility for the WORK under this CONTRACT. While other individuals and specialists will be involved, the PROJECT MANAGER shall be available to DISTRICT on a timely basis throughout the duration of the project. The PROJECT MANAGER shall have complete authority to transmit instructions, receive information, and interpret and define CONTRACTOR's obligations with respect to the WORK under this CONTRACT and otherwise bind CONTRACTOR under this CONTRACT.

(23) District Representative to Be Representative of the District. DISTRICT agrees that the DISTRICT REPRESENTATIVE is to have direct, primary, and continuing responsibility for the WORK under this CONTRACT.

(24) Notices. All notices required to be given under this CONTRACT shall be in writing and addressed, in the case of DISTRICT, to the DISTRICT REPRESENTATIVE and in the case of CONTRACTOR, to the PROJECT MANAGER. All such notices shall be effective on the date received by the addressee or the addressee's office.

(25) Gifts. CONTRACTOR shall not pay any part of the TOTAL CONTRACT AMOUNT provided herein, directly or indirectly, to any officer or employee of DISTRICT or the State of Florida as wages, compensation, or gifts in exchange for acting as CONTRACTOR in connection with any WORK contemplated or performed in connection with this CONTRACT, without prior DISTRICT approval.

(26) Non-Discrimination. CONTRACTOR will not discriminate against any individual because of that individual's race, color, religion, sex, national origin, age, handicaps or marital status with respect to any operations and activities hereunder.

(27) Conflicts. CONTRACTOR covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this CONTRACT. CONTRACTOR further covenants that, in the performance of this CONTRACT, no person having any such interest shall be employed. CONTRACTOR warrants that it has not employed, retained, paid, or agreed to pay any company or person, other than a bon-a-fide employee, to solicit or secure this CONTRACT contingent upon or resulting from the award or making of this CONTRACT.

(28) Severability. If any section, clause, or provision of this CONTRACT shall be held invalid, such holding of invalidity shall not affect the validity of any remaining section, clause, paragraph, portion, or provision of this CONTRACT.

(29) Public Entity Crime. A person or affiliate who has been placed on the convicted vendor list, following a conviction for a public entity crime, may not perform WORK as a grantee, contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount, provided in Section 287.017 F.S. for Category Two, for a period of 36 months from the date of being placed on the convicted vendor list. CONTRACTOR warrants that it has not been placed on the convicted vendor list for a public entity crime.

(30) Scrutinized Company: Section 287.135, Florida Statutes, states "A company is ineligible to, and may not, bid on, submit a proposal for, or enter into or renew a contract with an agency or local governmental entity for goods or services of:

- a. Any amount if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company is on the Scrutinized Companies that Boycott Israel List, created pursuant to s. [215.4725](#), or is engaged in a boycott of Israel; or
- b. One million dollars or more if, at the time of bidding on, submitting a proposal for, or entering into or renewing such contract, the company:
  1. Is on the Scrutinized Companies with Activities in Sudan List or the Scrutinized Companies with Activities in the Iran Petroleum Energy Sector List, created pursuant to s. [215.473](#); or
  2. Is engaged in business operations in Cuba or Syria."

(30) Time of Essence. DISTRICT and CONTRACTOR understand that time is of the essence of this CONTRACT.

(31) Extension of Services. DISTRICT and CONTRACTOR may by mutual agreement, in writing extend the scope of these services including additional WORK to be performed by CONTRACTOR with additional payments by DISTRICT. However, for this to be effective, the document must be executed in writing with same formalities as this CONTRACT.

(32) Conflict of Interest. CONTRACTOR agrees at the time of execution of this CONTRACT it has no retainer or employment agreement, oral or written, with any third party relating to any matters which adversely affect any interest or position of DISTRICT. CONTRACTOR shall not accept, during the terms of this CONTRACT, any retainer or employment from a third party whose interests appear to be conflicting or inconsistent with those of DISTRICT.

Notwithstanding the foregoing paragraph, CONTRACTOR may accept retainers from or be employed by third parties whose interest appear conflicting or inconsistent with those of DISTRICT if, after full written disclosure to DISTRICT, DISTRICT determines that the apparent conflict shall not interfere with the performance of the WORK by CONTRACTOR.

(33) Unsatisfactory Progress. While DISTRICT intends to use CONTRACTOR for the WORK set forth in this CONTRACT, should the WORK not progress satisfactorily to DISTRICT or should additional WORK be required which, in the opinion of DISTRICT, CONTRACTOR cannot perform, DISTRICT reserves the right to hire additional personnel or consultants at CONTRACTOR's expense at the sole discretion of DISTRICT.

(34) No Third-Party Beneficiaries. This CONTRACT is between DISTRICT and CONTRACTOR and shall not be interpreted to be for the benefit of any party or entity not signing this CONTRACT.

(35) Drug Free Workplace. CONTRACTOR represents that it has established a drug free workplace and shall maintain a drug free workplace during the term of this CONTRACT.

(36) ADA Compliance. For all electronic deliverables due under the contract resulting from this Contract Vendor must ensure that those deliverables and all supporting documents are accessible according to 282.603 Florida Statutes and Section 508 of the Rehabilitation Act of 1973 relating to the creation and use of electronic documents. This requirement applies to editable formats, such as Microsoft Word, as well as portable document formats (PDF).

(37) Public Entity Crime. A person or affiliate who has been placed on the convicted vendor list, following a conviction for a public entity crime, may not perform WORK as a grantee,

contractor, supplier, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount, provided in Section 287.017 F.S. for Category Two, for a period of 36 months from the date of being placed on the convicted vendor list. CONTRACTOR warrants that it has not been placed on the convicted vendor list for a public entity crime.

(38) Integration. This CONTRACT supersedes all previous agreements, oral or written, between DISTRICT and CONTRACTOR, and represents the whole and entire agreement between the parties. Neither party has entered into the CONTRACT in reliance upon any fact or representation not expressly provided in the CONTRACT. This CONTRACT may not be amended, revoked, or abandoned, except by a writing executed by the DISTRICT and the CONTRACTOR with the same formalities as this CONTRACT.

(39) Venue and Jurisdiction of Litigation. The exclusive venue and jurisdiction for any litigation enforcing, construing or relating to this CONTRACT shall be the Circuit Court or the County Court in and for Suwannee County, Florida. If under applicable law exclusive jurisdiction over any such matters is vested in the federal courts, then exclusive jurisdiction and venue shall be in the United States District Court for the Middle District of Florida, Jacksonville Division.

(40) Waiver of Jury Trial. The parties mutually and forever waive any and all right to trial by jury in any legal proceeding arising out of or relating to this CONTRACT or this transaction. The parties agree to have any such actions decided by a judge alone, without a jury.

(41) No Waiver of Sovereign Immunity. Notwithstanding anything else herein to the contrary, nothing herein shall be construed to waive or to otherwise affect the DISTRICT's sovereign immunity and/or the protections given the DISTRICT under Section 768.28, Florida Statutes.

(42) Contract Not to Be Recorded. Neither this CONTRACT nor any notice of this CONTRACT, shall be recorded in the public records of any County.

(43) No Effect on Permits or Regulations. The parties' rights and duties under this CONTRACT are not contingent upon any permits being granted, modified or denied or other regulatory action being taken or not taken by the DISTRICT or any other regulatory authority.

(44) Contract Not to Be Construed Against Either Party. This CONTRACT is the product of negotiation between the parties, thus the terms of this CONTRACT shall not be construed against either party as the drafter.

(45) Miscellaneous. This CONTRACT may be executed in any number of

IN WITNESS WHEREOF, the parties hereto have executed this CONTRACT, as of the day and year first specified above.

EXECUTED this \_\_\_\_\_ day of \_\_\_\_\_, 2020, by CONTRACTOR.

MOORE COMMUNICATIONS

By: \_\_\_\_\_

Terrie Ard  
As its President & Chief Operating Officer

EXECUTED this \_\_\_\_\_ day of \_\_\_\_\_, 2020, by DISTRICT.

SUWANNEE RIVER WATER MANAGEMENT  
DISTRICT

By: \_\_\_\_\_

Hugh Thomas  
As its Executive Director

**ATTACHMENT A**  
**SCOPE OF WORK**  
Suwannee River Water Management District  
Communications Support  
January 16, 2020

**Situational Overview**

The Suwannee River Water Management District (SRWMD) is seeking communications support for the development and execution of a multi-year campaign that will promote springs and water quality awareness and education.

**Goal**

Increase citizen knowledge, engagement and passion for area's natural resources and springs related issues, challenges and solutions.

**Scope of Work**

Moore recommends the following services and deliverables for the communications effort.

- **Planning and Schedule:**
  - Facilitate project kick-off to include a discovery session to identify goals, key milestones and timeline
  - Once the discovery is complete, a project tracker document will be provided outlining key dates for all additional deliverables and campaign milestones
- **Creative and Content Development:**
  - Development of 3 audience personas, inclusive of key demographic and psychographic insights that will inform campaign strategies
  - Development of 2 campaign concept options inclusive of campaign themes, sample key message, sample visual and overarching channel considerations. Once SRWMD selects one campaign concept, Moore will provide a finalized creative brief
  - Brand development to include:
    - **Visual Identity**
      - Campaign logo (2 options)
      - **Typography:** Moore will define primary and secondary font types
      - **Color palettes:** Moore will define the primary, secondary and tertiary colors
      - **Imagery/Icons:** Moore will define graphic usage
    - **Message House Development**
      - Campaign brand story
      - Campaign voice and tone
      - Supporting messaging
    - Brand and Style Guide, inclusive of:
      - Clearly defined brand standards
      - Examples of proper and improper usage
    - **Campaign Website Development**
      - Facilitate up to 2-hour website strategy workshop to prioritize content

- needs against goals and budget. Site components will include:
- Informational page(s)
  - Data visualization tool(s) - level of functionality needed to be determined during Discovery and dependent on budget
  - Media/social media aggregator
  - Design and development of campaign website, to be housed on current SRWMD website or as a standalone website (to be determined based on website strategy workshop) Content for website to be developed/written by SRWMD
- Videography and Photography
    - Script, secure talent, manage logistics, direct and produce brand video and photography to be used throughout the campaign
    - Source and secure royalty free music as needed
    - Transfer final files to client
  - Print Materials
    - Develop 3-5 supporting assets for print mediums to support campaign (i.e. brochure, rack card, door hangers, etc.)
  - Media Strategy Development
    - Recommend campaign Key Performance Indicators (KPI's) to measure performance of campaign across all years
    - Conduct research to identify the most effective channels to reach target audiences. Findings will be provided in an executive summary format and will guide all media strategies
    - Develop integrated media plan to include specific paid media (advertising), earned media (media relations) and owned media (events and partnerships) strategies and tactics.
    - Development of monthly activation calendar inclusive of a minimum of 1-2 events or partnership activities per month
    - Support of 2 events or partnership activations, including, planning, social media content creation and media pitching
  - Media Relations and Training
    - Facilitate 3-hour training for all media relations strategies outlined in the plan for up to 5 participants
    - Development of editorial calendars inclusive of a minimum of 2 story angles and/or engagement ideas and targeted journalists per month
    - Media monitoring for unique "real-time" media opportunities in addition to those identified in the editorial calendar
  - Marketing Analysis, Media Planning and Placement
    - Plan, negotiate and purchase all advertising placements, maximizing added value and return on investment Advertising platforms could include broadcast, out of home, print and digital
    - Develop supporting campaign creative/content per channel
    - Reconcile paid media billing
    - Quarterly ad performance reporting

Execution of scope of work and accompanying deliverables will vary by year and is detailed in the following schedule.

Plan Development Execution Schedule and Deliverables by Year

	2020 (12 months)	2021 (12 months)	2022 (6 months)
<b>Creative and Content Development</b>	<ul style="list-style-type: none"> <li>● Development of 3 audience personas</li> <li>● Development of 2 campaign concept options</li> <li>● Brand development to include:                             <ul style="list-style-type: none"> <li>○ Visual Identity</li> <li>○ Message House Development</li> <li>○ Brand and Style Guide</li> </ul> </li> <li>● Campaign Website Development</li> <li>● Videography and Photography</li> <li>● Print Material Development</li> </ul>		
<b><u>Marketing Analysis, Media Planning and Placement</u> <i>Paid Media</i></b>	<ul style="list-style-type: none"> <li>● Plan, negotiate and purchase all advertising placements, maximizing added value and return on investment Advertising platforms could include broadcast, out of home, print and digital</li> <li>● Develop supporting campaign creative/content per channel</li> <li>● Reconcile paid media billing</li> <li>● Quarterly ad performance reporting</li> </ul>		
<b><u>Media Strategy Development</u> <i>Owned Media</i></b>	<ul style="list-style-type: none"> <li>● Development of monthly activation calendar inclusive of a minimum of 1-2 events or partnership activities per month</li> <li>● Support of 2 events or partnership activations, including, planning, social media content creation and media pitching</li> </ul>	<ul style="list-style-type: none"> <li>● Development of annual activation calendar inclusive of a minimum of 1-2 events or partnership activities per month</li> </ul>	<ul style="list-style-type: none"> <li>● Development of 6-month activation calendar inclusive of a minimum of 1-2 events or partnership activities per month</li> </ul>
<b><u>Media</u></b>	<ul style="list-style-type: none"> <li>● Facilitate 3-hour training</li> </ul>	<ul style="list-style-type: none"> <li>● Development of</li> </ul>	<ul style="list-style-type: none"> <li>● Development of 6-</li> </ul>

<p><u>Relations and Training Earned Media</u></p>	<p>for all media relations strategies outlined in the plan for up to 5 participants</p> <ul style="list-style-type: none"> <li>• Development of monthly editorial calendar inclusive of a minimum of 2 story angles and/or engagement ideas and targeted journalists per month</li> <li>• Media monitoring for unique “real-time” media opportunities in addition to those identified in the editorial calendar</li> </ul>	<p>annual editorial calendar inclusive of a minimum of 2 story angles and/or engagement ideas and targeted journalists per month</p>	<p>month editorial calendar inclusive of a minimum of 2 story angles and/or engagement ideas and targeted journalists per month</p>
<p><u>Planning and Schedule Project Management</u></p>	<ul style="list-style-type: none"> <li>• Ensure alignment with overall project timeline</li> <li>• Provide status updates</li> <li>• Manage costs of time, services and materials to remain within budget</li> <li>• Proactively identify and communicate challenges</li> <li>• Coordinate quality control of all deliverables</li> <li>• Provide a single point person to oversee the partnership</li> </ul>	<ul style="list-style-type: none"> <li>• Same as 2020</li> </ul>	<ul style="list-style-type: none"> <li>• Same as 2020</li> <li>• Develop final report inclusive of final performance across all metrics, best performing strategies and considerations for future campaigns</li> </ul>

**Budget**

Moore will extend the discounted governmental rate offered to the Florida Department of Environmental Protection of \$135/hour for account servicing. The estimated agency fees for communications support is not to exceed \$199,935 (for 1,481 hours of communications support).

Moore estimates a media spend of \$100,000 to be spent across a combination of some or all of the following channels: broadcast, out of home, print, digital.

Task	Budget	Allocated hours
Planning and Schedule   Project Management	\$54,935	407
Creative and Content Development	\$100,000	740
Media Strategy Development	\$5,000	37
Marketing Analysis, Media Planning and Placement	\$20,000 (fees) \$100,000 (advertising costs)	148
Media Relations and Training	\$15,000	112
Final Report and Presentation	\$5,000	37

This engagement will take place through May 1, 2022 or when hours are expended, whichever comes first.

The signatory for this engagement will be Terrie Ard, President & COO.

The fees do not include hard costs unless otherwise defined. All services and work are subject to approval of a Statement of Work signed by authorized representatives from the client and Moore. This proposal is provided for estimate purposes and does not represent a contractual agreement. Thank you for the opportunity to submit this proposal.