

MEMORANDUM

TO: Governing Board

FROM: Leah LaMontagne, Fiscal Assistant III
Vern Roberts, Accounting Coordinator

THRU: David Still, Executive Director
Melanie Roberts, Director of Mission Support

DATE: September 10, 2010

RE: Recommended Insurance Providers

RECOMMENDATION

Staff recommends the Governing Board authorize the Executive Director to procure insurance coverage from the most cost-effective providers at an aggregate premium cost of \$760,568 for Fiscal Year 2011 budget.

BACKGROUND

In order to achieve sufficient insurance coverage at competitive rates, the District uses a competitive selection process every third year. Property and Casualty, Life and Disability providers were evaluated in 2008. The Erwin Insurance Agency was selected in 2009 to obtain health, dental and vision insurance coverage.

The following table represents the insurance premiums paid by the District in Fiscal Year 2010 (FY10) and the proposed premiums that will be owed by the District for Fiscal Year 2011 (FY11). Funding for this recommendation is included in the Fiscal Year 2011 budget and is contingent upon final approval of the Fiscal Year 2011 budget.

<u>COVERAGE</u>	<u>CARRIER</u>	<u>FY10 PREMIUM</u>	<u>FY11 PREMIUM</u>	<u>INCREASE (DECREASE)</u>
Liability (CGL)	PGIT	\$13,981	\$14,620	\$639
Workers Comp	PGIT	\$16,192	\$13,064	(\$3,128)
Auto	PGIT	\$5,068	\$5,102	\$34
Property	PGIT	\$32,344	\$32,900	\$556
Gov. Board Travel	Standard	\$789	\$789	\$0
Disability	Standard	\$15,814	\$15,814	\$0
Life	Standard	\$9,792	\$9,792	\$0
Health	Blue Cross	\$461,740	\$621,150	\$159,410
Dental	Florida Combined	\$36,235	\$39,857	\$3,622
Vision	Humana	\$7,480	\$7,480	\$0
TOTAL		\$599,435	\$760,568	\$161,133

If you have any questions prior to the September 14 Governing Board meeting, please feel free to contact me.

MEMORANDUM

TO: Governing Board

FROM: Megan Wetherington, Senior Professional Engineer

THRU: David Still, Executive Director
Jon Dinges, Department Director

DATE: September 10, 2010

RE: Authorization to Enter into a Contract with the United States Geological Survey (USGS), Tallahassee District, for Streamgaging Services

RECOMMENDATION

Staff recommends the Governing Board authorize the Executive Director to enter into a contract with the USGS in the amount of \$518,800 for streamgaging services of which \$319,100 will be provided by the District.

BACKGROUND

The proposed FY 2010/2011 contract with the USGS is a joint funding agreement of \$518,800, with the District providing \$319,100 and the USGS contributing \$199,700. The USGS provides maintenance of gages to USGS standards, quality assurance and archiving, availability of real-time and long-term data, and satellite delivery of data to the National Weather Service River Forecast Center.

The contract adds five stations to the network: Manatee Springs, Fanning Springs, Blue Hole Spring on the Ichetucknee River, the Ichetucknee River at Dampier's Landing, and the Wacissa River. Four of these gages were formerly funded by the Florida Department of Environmental Protection (FDEP) Springs Initiative. FDEP will continue to fund the Ichetucknee River at Dampier's Landing through a Memorandum of Agreement with the District subject to Governing Board approval at a later date. Nestle Waters North America will fund three gages including the Wacissa River gage for a total of \$96,800 of the District's share of the agreement.

This long-term program provides essential information for floodplain mapping, minimum flows and levels, flood warnings and forecasts through the National Weather Service, drought monitoring, and recreational support including implementation of no-wake levels. Data obtained through this program are available in real-time to the public via the internet, river level phone line, and upon request.

Table 1 provides a list of the monitoring stations and a breakdown of the proposed cooperative budget. Funds for this contract are budgeted in the FY 2010/2011 Water Resource Monitoring budget in Fund Code 36.

This memo was modified from the version dated August 26, 2010, by the addition of Blue Hole Spring and Ichetucknee River at Dampier's Landing.

MW/dd

Table 1: Cooperative Surface Network Florida 2010/2011

STATION NAME / START OF RECORD	Total	NSIP	USGS	SRWMD	COMMENT
		\$	\$	\$	
RIVERS					
AUCILLA RIVER AT LAMONT / 1950	16,300	16,300	0	0	FFP
AUCILLA RIVER NEAR NUTTAL RISE / 2001	6,500	0	3,250	3,250	
ALAPAHA RIVER NEAR JENNINGS / 1976	16,300	0	8,150	8,150	
ECONFINA RIVER NEAR PERRY / 1950	16,300	16,300	0	0	FFP
SUWANNEE RIVER NEAR BENTON / 1932				0	FDEP(1)
SUWANNEE RIVER AT WHITE SPRINGS / 1906	16,300	16,300	0	0	FFP
SUWANNEE RIVER AT ELLAVILLE / 1927	16,300	16,300	0	0	FFP, NWG
SUWANNEE RIVER AT DOWLING PARK / 1980	16,300	16,300	0	0	FFP
SUWANNEE RIVER AT LURAVILLE / 1927	16,300	0	8,150	8,150	
SUWANNEE RIVER AT BRANFORD / 1930	16,300	16,300	0	0	FFP, NWG
SUWANNEE RIVER NEAR BELL / 1932	16,300	0	8,150	8,150	
SUWANNEE RIVER NEAR WILCOX / 1930	35,000	0	17,500	17,500	FFP, NWG, MFL
SUWANNEE RIVER AT MANATEE SPRING / 1992	6,500	0	3,250	3,250	FFP
SUWANNEE RIVER AT FOWLER'S BLUFF / 1988	6,500	0	3,250	3,250	FFP
SUWANNEE RIVER AB GOPHER RIVER NR SUWANNEE / 2003	35,000	0	17,500	17,500	
NEW RIVER NEAR LAKE BUTLER / 1950	16,300	0	8,150	8,150	
SANTA FE RIVER NEAR GRAHAM / 1957	16,300	0	8,150	8,150	MFL
SANTA FE RIVER AT WORTHINGTON SPRINGS / 1931	16,300	0	8,150	8,150	MFL
SANTA FE RIVER AT O'LENO STATE PARK / 1989	6,500	0	3,250	3,250	
SANTA FE RIVER NEAR FORT WHITE / 1927	16,300	0	8,150	8,150	FFP
SANTA FE RIVER AT THREE RIVERS / 1998	6,500	0	3,250	3,250	FFP, NWG
SANTA FE RIVER NEAR HILDRETH / 1947	35,000	0	17,500	17,500	FFP
STEINHATCHEE RIVER NEAR CROSS CITY / 1950	16,300	0	8,150	8,150	
WACCASASSA RIVER NEAR GULF HAMMOCK / 1963	35,000	0	17,500	17,500	MFL
WITHLACOOCHEE RIVER NEAR PINETTA / 1931	16,300	16,300	0	0	FFP, MFL
WITHLACOOCHEE RIVER NEAR MADISON / 1947	35,000	0	0	35,000	NWNA
WITHLACOOCHEE RIVER NEAR LEE / 2000	6,500	0	3,250	3,250	
SPRINGS					
BLUE SPRING NEAR MADISON / 2002	35,000	0	0	35,000	NWNA, MFL
FANNING SPRING NR WILCOX / 1997	35,000	0	17,500	17,500	MFL
ICHETUCKNEE RIVER NEAR HILDRETH					FDEP(1)
ICHETUCKNEE RIVER AT DAMPIER'S LANDING	16,300	0	0	16,300	FDEP(2)
MANATEE SPRING NR CHIEFLAND / 1982	35,000	0	17,500	17,500	MFL
WACISSA RIVER NEAR WACISSA / 1998	36,800	0	10,000	26,800	NWNA
BLUE HOLE SPRING NEAR HILDRETH	16,300	0	0	16,300	
TOTAL	632,900	114,100	199,700	319,100	

NSIP = NATIONAL STREAMFLOW INFORMATION PROGRAM

FFP = FLOOD FORECAST POINT

NWG = NO-WAKE IMPLEMENTATION GAGE

MFL = MINIMUM FLOW AND LEVEL IMPLEMENTATION GAGE

FDEP (1) = FUNDED BY FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION UNDER SEPARATE AGREEMENT WITH USGS

FDEP(2) = FUNDED BY FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION THROUGH THE SRWMD

NWNA = FUNDED BY NESTLE WATERS NORTH AMERICA

MEMORANDUM

TO: Governing Board
FROM: Bob Heeke, Sr. Land Resources Manager
THRU: David Still, Executive Director
Joe Flanagan, Director of Land Acquisition and Management
DATE: September 13, 2010
RE: Otter Springs FY 2010 Budget Revised

RECOMMENDATION

Staff recommends authorizing the Executive Director to transfer funds to Gilchrist County for the Springs Lodge renovation project for an amount not to exceed \$48,000.

BACKGROUND

The District leased Otter Springs Park to Gilchrist County in November 2008. The County runs all day-to-day public use operations at the park. As District staff worked with the County this year, several deficiencies with the Spring Lodge were noted. Most of these items are related to updating the structure to comply with current building codes or the Americans with Disabilities Act (ADA).

Items needed to eliminate deficiencies:

- Build ADA compliant parking and ramp.
- Renovate and update restrooms to ADA and code requirements.
- Update kitchen to comply with code and be usable by catering services.
- Renovate porch railing and add hand rails to ramp.
- Retrofit exterior doors to code requirements.

Gilchrist County had identified these issues and released a request for bids (rfb) in July to complete these items. Due to discrepancies in the submittals, the County re-advertised the RFB with bids due September 9, 2010.

Attached is a letter from Ron McQueen, County Administrator, discussing the bid and their funding request.

Work be scheduled around existing reservations for the Lodge and is anticipated to be complete around the end of the calendar year. Staff is recommending transfer of approximately \$32,300 from existing unused FY 2010 funding for recreation improvements and augmenting it with \$15,700 of accumulated timber sale reserves to allow the renovations to be funded in FY 2010. The County would oversee the contract and provide documentation of the use of these funds. These improvements would complete all known deficiencies at the Lodge and allow the County to pursue maximizing the rentals of this facility.

gal

SRWMD Contract # 08/09-050

Gilchrist County



Board of County Commissioners

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County Administrator
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September 13, 2010

Bob Heeke
Suwannee River Water Management District
9225 CR 49
Live Oak, FL 32060

Re: Spring House Lodge Renovation

Gilchrist County completed a bid process to remodel and bring into ADA compliance the Spring House Lodge at Otter Springs Park & Campground. This process resulted in a low bid of \$37,000.00 to Hansen Construction out of Gainesville. We also have quotes for the replacement of carpet in the main hall in the amount not to exceed \$4,500.00 and a quote to replace the countertops with silestone (15 yr no scratch warranty) for \$2,500.00. These two items will not involve the contractor but will be ordered and installed by separate vendors. We are requesting a grant in the amount of \$46,000.00 to include these items and a \$2,000.00 contingency for unforeseen issues. Any funds not used in the renovation of the Spring House Lodge will be returned to SRWMD. Please don't hesitate to contact this office at 352-463-3198 with any questions. Thanks for all your assistance.

Sincerely,

A handwritten signature in blue ink that reads "Ron McQueen".

Ron McQueen
Gilchrist County Administrator

Vision Statement

Our vision for Gilchrist County in 2030 is rural communities working in harmony to provide opportunities for all its citizens through balanced growth and enhanced education, while preserving our proud heritage, natural resources and agriculture.