

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

GoTo Webinar Link: <https://attendee.gotowebinar.com/register/3957877235233999371>

Call-In Number for Audio: Toll Free 1-888-585-9008 - **Conference Room Number:** 704-019-452 #

Public Comment Form Link: www.MySuwanneeRiver.com/Comments

Open to Public

Limited Seating Capacity and Following CDC Guidelines Regarding Social Distancing

March 9, 2021
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. Public Comment
5. Consideration of the following Items Collectively by Consent:
 - Agenda Item No. 6 - February 9, 2021 Board and Workshops Minutes, and February 23, 2021 Special Board Meeting Minutes
 - Agenda Item No. 11 - January 2021 Financial Report
 - Agenda Item No. 16 - Clarifications to One of the Regional Initiative Valuing Environmental Resources Cost-Share Program Approved Projects
 - Agenda Item No. 21 – Upper and Middle Suwannee Tracts Road Repairs
6. February 9, 2021 Board and Workshops Minutes, and February 23, 2021 Special Board Meeting Minutes - **Recommend Consent**
7. Items of General Interest for Information/Cooperating Agencies and Organizations
 - A. Hydrologic Conditions Report
 - B. Cooperating Agencies and Organizations

GOVERNING BOARD LEGAL COUNSEL
Tom Reeves

8. Update on Legal Activities / Enforcement Status Updates

BUSINESS AND COMMUNITY SERVICES
Steve Minnis, Deputy Executive Director

Administration

9. Land Acquisition and Disposition Activity Report

10. HVAC Update

Finance

BCS Page 4 11. January 2021 Financial Report – **Recommend Consent**

Resource Management

BCS Page 9 12. Permitting Summary Report

BCS Page 12 13. Rulemaking to Amend Rules 40B-1.703, 40B-1.704, 40B-1.706, and 40B-4.709; and Repeal Rule 40B-1.1010, Florida Administrative Code

BCS Page 16 14. Task Work Assignment for Contract 20/21-069 with Wood Environmental & Infrastructure Solutions, Inc.

BCS Page 26 15. Task Work Assignment for Contract 20/21-070 with Atkins North America, Inc.

Agriculture and Environmental Projects

BCS Page 45 16. Clarifications to One of the Regional Initiative Valuing Environmental Resources Cost-Share Program Approved Projects – **Recommend Consent**

BCS Page 46 17. Contract to Provide Precision Agriculture Cost-Share Funding to Putnal Farms

BCS Page 48 18. Contract to Provide Precision Agriculture Cost-Share Funding to Murray Tillis

19. CCR Update

WATER AND LAND RESOURCES
Tom Mirti, Deputy Executive Director

Land Management

WLR Page 1 20. District Land Management and Twin Rivers State Forest Activity Summary

WLR Page 5 21. Upper and Middle Suwannee Tracts Road Repairs – **Recommend Consent**

22. Road Maintenance Discussion

Water Resources

WLR Page 6 23. Agricultural Water Use Monitoring Report

Water Supply / MFL

24. MFL Update

25. Regional Water Use Discussion

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.

AGENDA
SUWANNEE RIVER WATER MANAGEMENT DISTRICT
GOVERNING BOARD WORKSHOP

March 9, 2021
Following Board Meeting

District Headquarters
Live Oak, Florida

- Water Management District's Budget Comparison Discussion

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

GoTo Webinar Link: <https://attendee.gotowebinar.com/register/1467583453232805136>

Call-In Number: Toll Free 1-888-585-9008 - Conference Room Number: 704-019-452 #

Public Comment Form Link: www.MySuwanneeRiver.com/Comments

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9:00 a.m., Tuesday
February 9, 2021

District Headquarters
Live Oak, Florida

Agenda Item No. 1 – Call to Order. The meeting was called to order at 9:03 a.m.

Agenda Item No 2 – Roll Call

Governing Board

Seat	Name	Office	Present	Not Present
Aucilla Basin	Vacant		-	-
Coastal River Basin	Richard Schwab	Vice Chair	X	
Lower Suwannee Basin	Larry Thompson		X	
Santa Fe & Wacc. Basins	Vacant		-	-
Upper Suwannee Basin	Larry Sessions		X	
At Large	Virginia H. Johns	Chair	X	
At Large	Virginia Sanchez		X	
At Large	Charles Keith	Sec./Treas.	X	
At Large	Harry Smith		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:

Mike Roth, Our Santa Fe River	Merrilee M. Jipson, Our Santa Fe River
Charles Shinn, Florida Farm Bureau	Toby Witt, Columbia County Commissioner
Adam Collins, ACE, Inc.	William Sexton, Bradford County Attorney
Rock Ford, Columbia County Commissioner	Kevin Wright
Cory Mikell, H2O Technologies	Kelly Aue
Jennifer Daniels	Janet Llewellyn
Rick Hutton	Jamie Bell
Rachel King	Peter Kleinhenz
Michelle Sempstrott	Public Seven

Kristin Rubin
Bob Moresi
Craig Varn
Mark Hammond
The Florida Channel
Shawn Ruhl
Mike Smith
Zoey Hendrickson
Sable Bolling
John Fitzgerald
Hannah Love
Lucinda Merritt
Benjamin Wyche
Fred Hill

Madeline Hart
Brian Megic
Paul Still
Alex Charwin
Jim Tatum
Steve Gladin
Karin Cox
Deserrai Goosen
Ryan Smart
Christian Merricks
Stacie Greco
Melissa Hill
Walter Daniel Lovett
Lisa Hill Waltrip

Staff:

Tim Alexander
Tilda Musgrove
Sean King
John Good
Alex Blankenship
Bo Cameron
Stasi Watcher
Sky Notestein

Tyler Jordan
Leroy Marshall
Amy Brown
Pat Webster
Kris Esklin
Paul Buchanan
Tara Rodgers

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

Agenda Item No. 4 – Public Comment - (No public comments will be taken during this meeting concerning Seven Springs Water Company or Nestle Waters North America nor the recommended order the District has received from the Division of Administrative Hearings in *Seven Springs Water Company v. Suwannee River Water Management District*, DOAH Case No. 20-3581. Public Comments on this issue will be allowed at a subsequent special meeting of the Governing Board. See notice at the end of this agenda for details.)

Chair Johns announced that the Special Board Meeting previously scheduled for February 23 and 24, 2021, at the Suwannee River Pavilion in Fanning Springs, has been relocated to District Headquarters with webinar availability.

Tom Reeves, Board Legal Counsel, explained the reasoning regarding no public comments on the Seven Springs Water Use Permit application.

- Jim Tatum, Our Santa Fe River – MFL concerns.
- Ryan Smart – Did not respond to name being called for public comment
- Merrillee M. Jipson, Our Santa Fe River – MFL concerns.
- Mike Roth, Our Santa Fe River – Public Interest discussion. Mr. Reeves reminded Mr. Roth about no comments regarding the Special Meeting on February 23, 2021.

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

- Agenda Item No. 6 - January 12, 2021 Governing Board and Workshop Minutes
- Agenda Item No. 11 - Disposal of a Previously Surplused 2000 Massey Ferguson Tractor
- Agenda Item No. 13 - December 2020 Financial Report

- Agenda Item No. 20 - Updates to the Hydrologic Modeling Reports and Develop Status Assessment Technical Memos for Lakes Alto, Hampton, and Santa Fe

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

Agenda Item No. 6 – January 12, 2021 Governing Board and Workshop Minutes. Approved on Consent.

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

- A. Robbie McKinney, Hydrologist IV, presented the hydrologic conditions report to the Board.
- B. Cooperating Agencies and Organizations. Mr. Thomas introduced Will Sexton, Bradford County Attorney.

GOVERNING BOARD LEGAL COUNSEL

Agenda Item No. 8 – Update on Legal Activities / Enforcement Status Updates. No updates.

Agenda Item No. 9 – Final Order Number 21-001, Still v. Suwannee River Water Management District and Bradford County; SRWMD No. ERP-007-233697-2; DOAH CASE NO. 20-0091.

Mr. Reeves presented this item to the Board.

The following attendees provided comments to the Board:

William Sexton, Bradford County Attorney

Paul Still

MOTION WAS MADE BY SCHWAB, SECONDED BY KEITH TO APPROVE THE RECOMMENDATION OF THE STIPULATED FINAL ORDER. MOTION CARRIED UNANIMOUSLY.

Steve Gladin provided comments to the Board regarding DOAH hearings filed by Mr. Still.

BUSINESS AND COMMUNITY SERVICES

Administration

Agenda Item No. 10 – Land Acquisition and Disposition Activity Report. This report was provided as an informational item in the Board materials.

Agenda Item No. 11 – Disposal of a Previously Surplused 2000 Massey Ferguson Tractor. Approved on Consent.

Agenda Item No. 12 – Contract Number 19/20-164 Amendment, Ivey League Cleaning Services, LLC. Steve Schroeder, Administration Chief, presented this item to the Board.

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

Finance

Agenda Item No. 13 – December 2020 Financial Report. Approved on Consent.

Office of Information Technology

Agenda Item No. 14 – Virtual Infrastructure Upgrade. Tyler Jordan, Systems Administrator, presented this item to the Board.

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

Resource Management

Agenda Item No. 15 – Permitting Summary Report. This report was provided as an informational item in the Board materials.

Agenda Item No. 16 – Variance Request for General Works of the District Permit Application WOD-029-237339-1, Cothron Residence, Dixie County. Leroy Marshall, Senior Professional Engineer, presented this item to the Board.

The following attendees provided comments to the Board:

Adam Collins, ACE, Inc.
Sable Bowling

MOTION WAS MADE BY KEITH, SECONDED BY THOMPSON TO APPROVE THE RECOMMENDATION. MOTION CARRIED UNANIMOUSLY.

Agriculture and Environmental Projects

Agenda Item No. 17 – Agreement with the Florida Department of Environmental Protection to Receive Water Quality Improvement Funds and to Enter into Agreements. Pat Webster, Chief Professional Engineer, presented this item to the Board.

MOTION WAS MADE BY KEITH, SECONDED BY THOMPSON TO APPROVE THE RECOMMENDATION. MOTION CARRIED UNANIMOUSLY.

WATER AND LAND RESOURCES

Land Management Program

Agenda Item No. 18 - District Land Management and Twin River State Forest (TRSF). Activity Summary. This summary was provided as an informational item in the Board materials.

Water Resources Program

Agenda Item No. 19 – Agricultural Monitoring Report. This report was provided as an informational item in the Board materials.

Water Supply / MFL Programs

Agenda Item No. 20 – Updates to the Hydrologic Modeling Reports and Develop Status Assessment Technical Memos for Lakes Alto, Hampton, and Santa Fe. Approved on Consent.

Agenda Item No. 21 – Lower Santa Fe and Ichetucknee MFL Status Assessment. John Good, Senior Professional Engineer, provided a powerpoint presentation update to the Board.

Rick Hutton, Gainesville Regional Utilities, provided comments to the Board.

Agenda Item No. 22 – Water Supply Update. Amy Brown, Water Supply Chief, provided an update to the Board.

EXECUTIVE OFFICE

Agenda Item No. 23 - District’s Weekly Activity Reports. These reports were provided as an informational item in the Board materials.

Jamie Bell, Jones, Edmunds and Associates, provided comments to the Board regarding the Lake City access locations and projects.

Agenda Item No. 24 – Governing Board Directive Number 21-0002, Online Content Management. Katelyn Potter, Communications and Organizational Development Chief, presented this item to the Board.

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

Agenda Item No. 25 – Consolidated Annual Report Update. Mrs. Potter provided an update to the Board.

Agenda Item No. 26 - Announcements. Mr. Thomas updated the Board on District activities.

Agenda Item No. 27 - Governing Board Comments. Mr. Schwab asked the District about Econfina Public Access Road concerns and addressing issues from the public.

Merrillee M. Jipson, Our Santa Fe River, provided comments to the Board.
Mr. Reeves discussed the Special Board Meeting details.

Agenda Item No. 28 - Adjournment. Meeting adjourned at 12:43 p.m.

Chair

ATTEST:

SUWANNEE RIVER WATER MANAGEMENT DISTRICT
GOVERNING BOARD WORKSHOP

Workshops began at 1:30 p.m.

Country Club Road Discussion (Time Specific-1:30 p.m.).

Mr. Reeves discussed the timeline with El Rancho No Tengo, Inc. and the Hill Family concerning the dam and property in Columbia County (hand-out).

The following attendees provided comments:

Fred Hill and Linda Hill Waltrip (adjacent property owners).

Daniel Lovett (adjacent property owners).

Commissioner Toby Witt

Commissioner Rocky Ford

Pat Webster introduced Erik Falkenberry, Gannet-Fleming Consultants, and provided a powerpoint presentation regarding alternatives to correct the issues at the property. Leroy Marshall provided comments to the Board.

~~Water Management District's Budget Comparison Discussion.~~ Moved to March 2021 Board Meeting.

Water Use Permitting Discussion

Warren Zwanka introduced the Office of Environmental Compliance to the Board and presented a powerpoint presentation to the Board regarding water use permitting.

Continued discussion of the Country Club Road Project and how to reach a conclusion of the issues with Mr. Hill.

Workshop adjourned at 4:05 p.m.

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT
MINUTES OF SPECIAL GOVERNING BOARD MEETING AND PUBLIC HEARINGS**

February 23, 2021 Information:

Webinar Registration Link for Visuals:

<https://attendee.gotowebinar.com/register/6247826803644123151>

Call-In Number for Audio: Toll Free 1-888-585-9008 - **Conference Room Number: 704-019-452 #**

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February 23, 2021
9:00 a.m.

District Headquarters
Live Oak, FL

Agenda Item No. 1 – Call to Order. The meeting was called to order at 8:59 a.m.

Agenda Item No 2 – Roll Call

Governing Board

Seat	Name	Office	Present	Not Present
Aucilla Basin	Vacant		-	-
Coastal River Basin	Richard Schwab	Vice Chair	X	
Lower Suwannee Basin	Larry Thompson		X	-
Santa Fe & Wacc. Basins	Vacant			-
Upper Suwannee Basin	Larry Sessions		X	
At Large	Virginia H. Johns	Chair	X	
At Large	Virginia Sanchez		X	
At Large	Charles Keith	Sec./Treas.	X	
At Large	Harry Smith		X	

Governing Board Legal Counsel

Name	Firm	Present	Not Present
George T. Reeves	Davis, Schnitker, Reeves & Browning, P.A.	X	
Frederick 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 (on-line and in-person):

Paola Arguelles	Bob Harris	Natalia Rodriguez
Kelly Aue	Madeline Hart	Robert Rosa
Janet Augspurg	Zoey Hendrickson	Janice C. Rose
Emily B	Jesse Hopper	Roger Rosentreter
Bill Basta	Chantelle Hudson	Geoffrey Sample
Debra Lyn Brown	Thomas Ingram	Zack Sampson

Patricia Burke
Glenn Cohen
John Bob Carlos
Jarrett Carter
Johnsie Cate
Linda Chavaree
Brooke Chekofsky
Maxine Connor
Devin Constant
Mike Costello
Karin Cox
Kevin Coyne
Bobby Crosby
Dawn Casse
Matthew D'Angelo
Kelly Del Valle
Chip Deutsch
Allison Dhand
Lindsey Diamond
Laura Donaldson
Celena Dong
Robert Dorzback
Collin Dougher
Randall Drouin
Forrest Eddleton
Penelope Elder-Thornton
Karen Esty
Sandra Fernandez
Eric Flagg
Byron Flagg
David Flagg
Chere Force
Lisa Garcia
S. T. Gladin
Mark Gluckman
Celeste Goldberg
Stacie Greco
Tedd Greenwald
Jim Gross
Cindy Haller
Mark Hammond
Laura Harris
Michael Barillas
Monica Beall
Crystal Bennett
Suzanne Binette
John Brockman
Spencer Brooks
Vicki Bryan
Barbara Byram
Matt Collins

Diane Jackman
Jody Jacobsen
Betty Johnson
Melinda Jones
Kent Koptiuch
Christian Landaeta
Joseph Little
Jen Lomberg
Brigitte Loper
Hannah Love
Abby & Bob Madeiros
Vincent Marcucci
Lorin Martin
Chrissy Martinez
Deborah Massie
Anna Mavrodieva
Jennifer McGee
Maria Mendez
Christian Merricks
Lucinda Merritt
Brieann Milata
Sarah Moody
Tracy Moorman
David Moritz
Kandace Morrell
Ashira Morris
Jane Morse
Lisa Nason
Marlene Natiello
Jennifer Naylor
Blayre Nyitray
Elizabeth O'Laughlin
Brendan O'Rourke
Frank Offerle
Robin Orlandi
Erika Owen-McCann
Tay Owenby
Sara Pappa Eddy
Lynn Polke
Jeremy Reynolds
Emily Richo
Joseph Ricketts
Denise Rodriguez
Zoe Hammis
Anita Henry
Martha J. Marth
Jah Nkwanda
Lilly Jeremiah
Kurt Johnsen
Jessica Johnson
Lydia Johnson

Veronica Sandoval
Russell Satterthwaite
Bobby Scharping
Samantha Schuyler
Michelle Sempsrott
Alberto Silva
Dennis Smith
Mike Smith
MaryAnn Smith
Emile Sow
Bernhard W. Stalzer
Rachel Starling
Rhiannon Steiner
Patty Street
Derieth Sutton
Nina Tatlock
Angie Thompson
Stacy Tusing
Laurel Urena
Vanessa Valdes
Craig Varn
TV20 News
Jamie Wachter
Elizabeth Walker
Frank Weaver
Stefani Weeks
Nicki Williams
Dave Wilson
Grey Wilson
Matt Wissler
Benjamin Wyche
Kathy Wynne
Karen Zetrouer
Ann Hudson
Bob Moresi
Darryl Steinhauser
Lane Stephens
John Toner
Diane Aliperti
Takara Allen
Amy Hammond
Lazer Axelrood
Darrell Smith
Jordan Smith
Jennifer Steffens
Alexis Stora
Lauren Straus
Lauren Stump
Jason Thomas
C. L. Townsend
Shannon Stanley

Lora Carrubba
Quinn Cassidy
Danielle Chappus
Jacklyn Cheatham
Barbara Cifelli
Nathan Clark
Tim Cook
Harrison Cooney
Nicole Cordano
Amanda Cordano
David Coven
C. Crass
Genell Crawford
Cassandra Curley
Elorah Davis
Marsha De Broske
Lisa DeVitto
Kayla Delacerda
Sarah Devoe
Carlotta Dillon
Bryce Donner
Amanda Downs
Martha Durbin
Lee Earle
Cara Edwards
Sarah Evans
Mary Ferguson
Denise Flanagan
Dabney Frake
Ricardo Garcia
Rachel Gardiner
Isabel Gareau
Pam Garris
Pauline Gatenby
Michelle Colson
Merrilee M. Jipson
Julia Howell
Eric Rodriguez
Richard Packman
Richard Knellinger
Teresa Burckner
Juan Perez
Lawrence Keen

Austin Jones
Kyriaki Karalis
Mandy Kasbarian
Julie Konikoff
Cole Kraiss
Adam Krein
Katie Krigbaum
Panagiota Lakkios
Ann Lane
Mark Leeps
David Lemon
Arlene Lessard
Suzi Linden
Madison Lindon
Mark Lukasik
Tracy Marinello
Charla Markesteyn
Claresa Martin
Trent Mayer
Patricia McWhirter
Nicole Mejia
Lynn Miller
Morgan Millett
Cierra Monico
Kandy Moretto
Dave Morgan
Madelyn Moyer
Sonya Myers
Sarah Nappier
Elizabeth Neville
Dylan Nolan
Sonal Pathak
Alexandria Goodin
Lorretta Gerker
John Quarterman
Doug Manson
August Plamann
Rose Jones
Elizabeth Daley
Kira Barrera
Susie Linden
Miranda Jackson
Bailee Osteen

Andrea Trainor
Jillian Waggoner
Sunshine Welch
Lew Welge
Brenda Wells
Keri West
Sandra Wiatrowski
Amanda Williams
Sasha Wortzel
Johanna Wyatt
Wen Li Yau
Sarah Younger
Maya Zacharow
Rachel Zinck
Jane Blais
Catherine Copley
Chess Festagallo
Benjamin Guzman
Aly Rutherford
Larry Sellers
Jill Patterson
Monica Petrella
Michael Roth
Kaitlin Rowbottom
Kristin Rubin
Suzanne Scheraga
Bailey Scott
Katie Shakour
Ryan Smart
Bethany Gray
Kelli Greene
Matteo Grudny
Kaitlin George
Rainie Giorgi-Doore
Oscar Corral
Laine Tuten
Pam Stuart
Jim Tatum
Robert Baldwin
Isaac Augspurg
Matteo Marco
Jason Groover

Staff:

Warren Zwanka
Tim Alexander
Tilda Musgrove

Katelyn Potter
Tom Mirti
Steve Schroeder

Lindsey Garland
Tyler Jordan

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

Agenda Item No. 4 – Public Comments:

- John Quarterman, Suwannee Riverkeepers – Denial of Seven Springs water use application.
- Bobby Crosby, Gilchrist County – Support of Seven Springs water use permit application.
- Michelle Colson, Mermaids and Freedivers – Denial of Seven Springs water use application.
- Michael Roth, Our Santa Fe River - Denial of Seven Springs water use application.
- Mike Costello - Denial of Seven Springs water use application.
- Lucinda Merritt – Denial of Seven Springs water use application.
- Merrillee M. Jipson – Denial of Seven Springs water use application.
- Dr. Chip Deutch - Denial of Seven Springs water use application.
- Staci Greco and Forrest Eddleton, Alachua County – Denial of Seven Springs water use application.
- Jim Gross, Florida Defenders of the Environment - Denial of Seven Springs water use application.
- Anna Mavrodieva - Denial of Seven Springs water use application.
- Tracy Moorman - Denial of Seven Springs water use application.
- Jane Morse - Denial of Seven Springs water use application.
- Laine Tuten, Zephyrhills High Spring Plant – Support of Seven Springs water use application.
- Kristin Rubin, Our Santa Fe River - Denial of Seven Springs water use application.
- Eric Rodriguez - Denial of Seven Springs water use application.
- Ryan Smart, Florida Springs Council - Denial of Seven Springs water use application.
- Zoey Hendrickson – Florida Springs Institute - Denial of Seven Springs water use application.
- Brooke Chekofsky – Denial of Seven Springs water use application.
- Eric Flagg – Denial of Seven Springs water use application.
- Kurt Johnsen – Denial of Seven Springs water use application.
- Cindy Haller, Seminole County - Denial of Seven Springs water use application.
- Vanessa Valdes- Denial of Seven Springs water use application.
- Rose Jones - Denial of Seven Springs water use application.
- Jim Tatum, Our Santa Fe River - Denial of Seven Springs water use application.
- Sonia Myers - Denial of Seven Springs water use application.
- Sara Papa Eddy - Denial of Seven Springs water use application.
- Rachel Starling - Denial of Seven Springs water use application.
- Dennis Smith - Denial of Seven Springs water use application.
- Johnsie Cate - Denial of Seven Springs water use application.
- Isaac Augspurg - Denial of Seven Springs water use application.
- Janet Augspurg - Denial of Seven Springs water use application.
- Collin Dougher - Denial of Seven Springs water use application.
- Charla Markesteyn - Denial of Seven Springs water use application.
- Rhiannon Steiner - Denial of Seven Springs water use application.
- Sarah Younger - Denial of Seven Springs water use application.
- Natalia Rodriguez - Denial of Seven Springs water use application.
- Laurel Urena - Denial of Seven Springs water use application.
- Maxine Conner - Denial of Seven Springs water use application.
- Lindsey Diamond - Denial of Seven Springs water use application.
- Miranda Jackson - Denial of Seven Springs water use application.
- Jacklyn Hall - Denial of Seven Springs water use application.
- Jeremy Reynolds - Denial of Seven Springs water use application.
- Oscar Corral - Denial of Seven Springs water use application.

- Nina Tatlock - Denial of Seven Springs water use application.
- Joseph Little - Denial of Seven Springs water use application.
- Stacy Tusing – Denial of Seven Springs water use application.
- Angie Thompson - Denial of Seven Springs water use application.
- Jennifer Naylor - Denial of Seven Springs water use application.
- Bailee Osteen - Support of Seven Springs water use permit application.
- Shannon Stanley - Support of Seven Springs water use permit application.
- Sonal Pathak - Denial of Seven Springs water use application.

The following registrant did not respond when called on for public comments:

John Townsend (two attempts)	Pam Stuart (two attempts)	Elizabeth Daley
Morgan Millett (two attempts)	Jennifer Steffens (two attempts)	Robert Baldwin
Ann-Marie Rizzo (three attempts)	Deborah Massie (two attempts)	Jarrett Carter
Lew Welge (two attempts)	Crystal Bennett (two attempts)	Mandy Kasbarian
Julia Howell (two attempts)	Amanda Downs (two attempts)	Andrea Trainor
Madelyn Moyer (two attempts)	Richard Packman	Chere Force
August Plamann (two attempts)	Robert Rosa	Jill Patterson
Harrison Cooney (two attempts)	Abby Madeiros	Richard Knellinger
Glenn Cohen	Sandra Fernandez	Jessica Johnson
Quinn Cassidy	Veronica Sandoval	Patricia McWhirter
Kira Barrera	Rachel Zinck	Julie Konikoff
Matthew D'Angelo	Monica Beall	Brigitte Loper -
Spencer Brooks	Teresa Burckner	Celena Dong
Bryce Donner	Sara Evans	Cole Kraiss
Susie Linden	Matteo Marco	Juan Perez
Aly Rutherford	David Lemon	Randall Drouin
Dylan Nolan	Devin Constant	Emily Richo
Lawrence Keen	Jason Groover	Matt Collins

Public Comment closed at 12:53 p.m.

Agenda Item No. 5 – Consideration of the Recommended Order Issued in Seven Springs Water Company v. Suwannee River Water Management District; SRWMD Renewal WUP App. No. 2-041-218202-3; DOAH Case Nos. 20-1329, 20-3581 (Consolidated). and Issuance of a Final Order. Tom Reeves, Board Legal Counsel, presented this item to the Board.

Jim Tatum, Our Santa Fe River, provided comments to the Board.

Doug Manson, Seven Springs Attorney, objected to public comments being accepted at this time (Appellate Proceedings).

Mr. Manson provided comments to the Board.

Frederick T. Reeves, Board Legal Counsel, provided comments to the Board.

Mr. Manson provided additional comments.

MOTION WAS MADE BY SCHWAB, SECONDED BY SANCHEZ TO APPROVE THE PROPOSED FINAL ORDER, UNDER PROTEST.

ROLL CALL VOTE

MR. KEITH – YES
MRS. SANCHEZ – YES
MR. SCHWAB – YES
MR. SESSIONS - YES
MR. SMITH – YES
MR. THOMPSON - YES
CHAIR JOHNS – YES

MOTION CARRIED UNANIMOUSLY BY ROLL CALL VOTE.

Agenda Item No. 6 - Adjournment. Meeting adjourned at 1:31 p.m.

Chair

ATTEST:

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board
FROM: Stephen Schroeder, Chief, Office of Administration
THRU: Steve Minnis, Deputy Executive Director, Business and Community Services
DATE: February 26, 2021
RE: Land Acquisition and Disposition Activity Report

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

SS/tm
Attachments

LAND ACQUISITION AND DISPOSITION ACTIVITY REPORT
MARCH 2021

Property Offers						
Tract	Acres	County	Submittal Date	Asking Price	Acquisition Type	Comments
Gilchrist Lyne	17,854	Gilchrist	03.2019	Exchange acreage dependent on configuration/ Sandlin Bay 2.023 acre (USFS)	Conservation Easement	Tabled by Lands Committee 6.11.2019. Offeror has contract for sale of property. On hold.
Laskey	351.74	Gilchrist	11.2020	\$855,000	Fee	Being submitted to Lands Committee 3.9.21.
Suwannee Bluffs (Stanis)	6.8	Hamilton	12.2020	\$62,500	Fee	Being submitted to Lands Committee 3.9.21.
Telford Springs	94	Suwannee	12.2020	\$1,135,000	Fee	Being submitted to Lands Committee 3.9.21 as a Springs Restoration program acquisition.
Adams Tract	231.1	Madison	08.2020	TBD	Fee	Being submitted to Lands Committee 3.9.21 as a Springs Restoration program acquisition.

Approved for Detailed Assessment				
Owner	Project Name	Acres	County	Comments
McB-Pinehatchee	Steinhatchee North/ RO Ranch West-Equestrian	2950/1,277	Lafayette	Approved by Governing Board 11.12.2019. Negotiations in progress. Appraisals received 8.18.2020. Staff reviewing values with NFLT and McB for negotiations. 10.13.2020 Governing Board authorized release of appraisals. Appraisals provided and negotiations ongoing. NFLT to conduct mineral rights exploitation feasibility study as it relates to a portion of the proposed exchange tract. Proposed final offer being submitted to Lands Committee 3.9.21 for recommendation to Governing Board.
Hickman	Alapaha Point	39.8	Hamilton	Staff recommendation to proceed with detailed analysis and negotiations approved by Lands Committee on 12.12. 2019. Approved by Governing Board on 1.14.2020. Appraisal received on 5.15.2020. Staff preparing an offer. Offer submitted. Counter-offer received. Counter-offer raised some title concerns. Title issues clarified through public records research and will be verified through formal title search. Staff is accepting counter-offer and will move forward with assessments and negotiations.
Michael and Freda Shaw	Shaw Conservation Easement Exchange	1,099	Lafayette	Negotiations ongoing.
Crosby Lake	Crosby Lake	1,380	Bradford	Approved for detailed assessment and negotiations 12.8.2020. Staff proceeding with discussions and project assessment including Bradford County and the City of Starke.
Camp and Abel	Camp and Abel	266	Hamilton	Approved for detailed assessment and negotiations 12.8.2020. Property being tasked to NFLT for negotiation and assessment.
Pfleiger	Riverbend Estates	1.1	Dixie	Staff recommendation to proceed with detailed assessment and negotiations. Approved by Lands Committee on 6.9.2020. Approved by Governing Board agenda on 7.14.2020. In discussions with Offeror to exchange for Timber River parcel in Madison County. Offeror has tentatively agreed to exchange. Contract being prepared.

Proposed for Surplus							
Tract	Acres	County	Acquired Date	Funding	Appraisal Date	Price	Comments
None pending.							

Authorized for Surplus							
Tract	Acres	County	Acquired Date	Funding	Appraisal Date	Price	Comments
Branford Bend	50	Suwannee	6.30.2004	Florida Forever	N/A	TBD by appraisal update.	Suspended until further review. Staff review scheduled for 8.8.2019. 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. Engineering and design process underway. Negotiations for potential sale ongoing pending final engineering/project plans. Remediation plan being finalized. Staff continues to develop disposition plans and communication plan relative to surrounding properties. Workshop held by Governing Board 1.12.21 with public participation and comment. Final project recommendation being prepared for the Governing Board.
Forest Woodlands	11	Gilchrist	10.11.1996	Save Our Rivers	TBD	To be determined by appraisal.	Staff recommended for surplus. Approved by Lands Committee on 10.10.2019. Approved by Governing Board 11.12.2019. Will be offered to adjacent property owners.
Santa Fe Oasis	1	Gilchrist	4.28.1998	Save Our Rivers	TBD	TBD by appraisal update.	Approved by Lands Committee on 4.14.2020. Approved by Governing Board 5.12.2020. Offered for surplus via District website. Offered for sale to adjacent owners, two offers received. Approved by Lands Committee 8.11.2020 to accept highest offer. Scheduled for Governing Board agenda 9.8.2020. Withdrawn from Board on 9.8.2020. Being resubmitted to Lands Committee for its 9.21.2020 meeting for staff recommendation to reject all offers and offer for sale to the general public. Governing Board approved Lands Committee recommendation on 10.13.2020. All bids rejected and property will be offered for sale to the general public.
Suwannee Run Shores	1.175	Dixie	12.30.1997	Save Our Rivers	TBD	To be determined by appraisal.	Staff recommended for surplus. Approved by Lands Committee 7.9.2019. Approved by Governing Board 8.13.2019. To be offered to adjacent property owners. Adjacent Property owners notified, responses/bids with appraisals due 4.15.2020. No responses received, will be posted on website and offer for sale to general public.
Three Rivers Estates	1	Columbia	12.30.1997	Save Our Rivers	N/A	TBD by appraisal update.	Staff recommended for surplus. Approved by Lands Committee 7.9. 2019. Approved by Governing Board 8.8.2019. To be offered to adjacent property owners. Adjacent Property owners notified, responses/bids with appraisals due 4.15.2020. Two offers received, highest offer approved by Lands Committee 6.9.2020. On Governing Board agenda for 7.14.2020. Approved by Governing Board 7.14.2020. Contract being drafted.
Turtle Spring Surplus Tract	32	Lafayette	5.13.2015	Florida Forever	5.24.2015	TBD by appraisal update.	Suspended until further review. Attempting to verify final surplus status/approval by Governing Board.

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

FROM: Pam Shaw, Chief, Office of Finance

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

DATE: February 26, 2021

RE: January 2021 Financial Report

RECOMMENDATION

Approve the January 2021 Financial Report and confirm the expenditures of the District.

BACKGROUND

Section 373.553(1), Florida Statutes (F.S.), 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, F.S., 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 2021**

Financial Institution/Account	Monthly Interest	Interest Rate %	Closing Balance
First Federal Permit Fee	\$0.00		\$20,844.91
First Federal Accounts Payable	\$0.00		\$35,000.00
First Federal EFT Disbursements	\$0.00		\$0.00
First Federal Depository	\$49.44	0.01%	\$966,208.15
Special Purpose Investment Account (SPIA)*	<u>\$60,143.99</u>	1.57%	<u>\$45,182,305.35</u>
TOTAL	<u><u>\$60,193.43</u></u>		<u><u>\$46,204,358.41</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, 2021
(Unaudited)**

	Current Budget	Actuals Through 1/31/2021	Variance (Under)/Over Budget	Actuals As A % of Budget
Sources				
Ad Valorem Property Taxes	\$ 6,034,682	\$ 5,118,713	\$ (915,969)	84.8%
Intergovernmental Revenues	\$ 39,950,983	\$ 1,034,075	\$ (38,916,908)	2.6%
Interest on Invested Funds	\$ 130,000	\$ 263,572	\$ 133,572	202.7%
License and Permit Fees	\$ 163,000	\$ 84,673	\$ (78,327)	51.9%
Other	\$ 1,000,000	\$ 418,792	\$ (581,208)	41.9%
Fund Balance ¹	\$ 11,789,923	\$ 84,938	\$ (11,704,985)	0.7%
Total Sources	\$ 59,068,588	\$ 7,004,762	\$ (52,063,826)	11.9%

	Current Budget	Expenditures	Encumbrances ²	Available Budget	%Expended	%Obligated ³
Uses						
Water Resources Planning and Monitoring	\$ 11,309,318	\$ 1,285,424	\$ 3,846,035	\$ 6,177,859	11%	45%
Acquisition, Restoration and Public Works	\$ 37,812,028	\$ 1,016,228	\$ 24,162,983	\$ 12,632,817	3%	67%
Operation and Maintenance of Lands and Works	\$ 6,127,699	\$ 706,872	\$ 1,449,651	\$ 3,971,176	12%	35%
Regulation	\$ 1,894,389	\$ 494,547	\$ 56,084	\$ 1,343,758	26%	29%
Outreach	\$ 243,657	\$ 35,690	\$ -	\$ 207,967	15%	15%
Management and Administration	\$ 1,681,497	\$ 480,502	\$ 75,461	\$ 1,125,534	29%	33%
Total Uses	\$ 59,068,588	\$ 4,019,263	\$ 29,590,213	\$ 25,459,111	7%	57%

¹ Actual Fund Balance used is recorded at the end of the fiscal year. This amount represents Fund Balance used for the Agricultural and RIVER Cost-Share, Regional Water Resource Development, and Project Effectiveness Metrics Programs.

² Encumbrances represent unexpended balances of open purchase orders and contracts.

³ Represents the sum of expenditures and encumbrances as a percentage of the available budget.

This financial statement is prepared as of January 31, 2021 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 1/31/2021

	Y-T-D ACTUAL	ENCUMBRANCE	ANNUAL BUDGET
<u>Report Recap -</u>			
REVENUES			
DISTRICT REVENUES	5,885,749	0	7,327,682
LOCAL REVENUES	0	0	86,480
STATE REVENUES	779,020	0	36,208,503
FEDERAL REVENUES	255,055	0	3,656,000
FUND BALANCE UTILIZATION	84,938	0	11,789,923
TOTAL REVENUES	7,004,762	0	59,068,588
EXPENDITURES			
SALARIES AND BENEFITS	1,941,833	0	6,709,559
CONTRACTUAL SERVICES	1,265,473	10,063,324	22,052,900
OPERATING EXPENDITURES	288,006	113,124	1,810,700
OPERATING CAPITAL OUTLAY	41,682	615,929	410,044
FIXED CAPITAL OUTLAY	18,896	0	5,077,000
INTERAGENCY EXPENDITURES	463,373	18,797,837	23,008,385
TOTAL EXPENDITURES	4,019,263	29,590,214	59,068,588
EXCESS REVENUES OVER (UNDER) EXPENDITURES	2,985,499	(29,590,214)	0
<u>General Fund -</u>			
REVENUES			
DISTRICT REVENUES	5,389,893	0	4,938,432
LOCAL REVENUES	0	0	86,480
STATE REVENUES	24,556	0	2,740,000
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	0	0	1,866,522
TOTAL REVENUES	5,414,449	0	9,631,434
EXPENDITURES			
SALARIES AND BENEFITS	1,521,218	0	5,181,595
CONTRACTUAL SERVICES	136,357	653,006	2,074,290
OPERATING EXPENDITURES	129,914	55,408	1,016,233
OPERATING CAPITAL OUTLAY	23,215	0	253,336
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	159,127	557,430	1,105,980
TOTAL EXPENDITURES	1,969,831	1,265,844	9,631,434
EXCESS REVENUES OVER (UNDER) EXPENDITURES	3,444,618	(1,265,844)	0
<u>Land Management Operations -</u>			
REVENUES			
DISTRICT REVENUES	366,268	0	2,314,250
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	2,290,119
FEDERAL REVENUES	0	0	40,000
FUND BALANCE UTILIZATION	0	0	2,020,330
TOTAL REVENUES	366,268	0	6,664,699
EXPENDITURES			
SALARIES AND BENEFITS	231,384	0	786,979
CONTRACTUAL SERVICES	315,415	1,318,115	3,328,610
OPERATING EXPENDITURES	156,819	52,275	722,467
OPERATING CAPITAL OUTLAY	3,202	0	156,708
FIXED CAPITAL OUTLAY	18,896	0	977,000
INTERAGENCY EXPENDITURES	307	79,260	692,935
TOTAL EXPENDITURES	726,023	1,449,650	6,664,699
EXCESS REVENUES OVER (UNDER) EXPENDITURES	(359,755) *	(1,449,650)	0

**To be reimbursed by Appropriations*

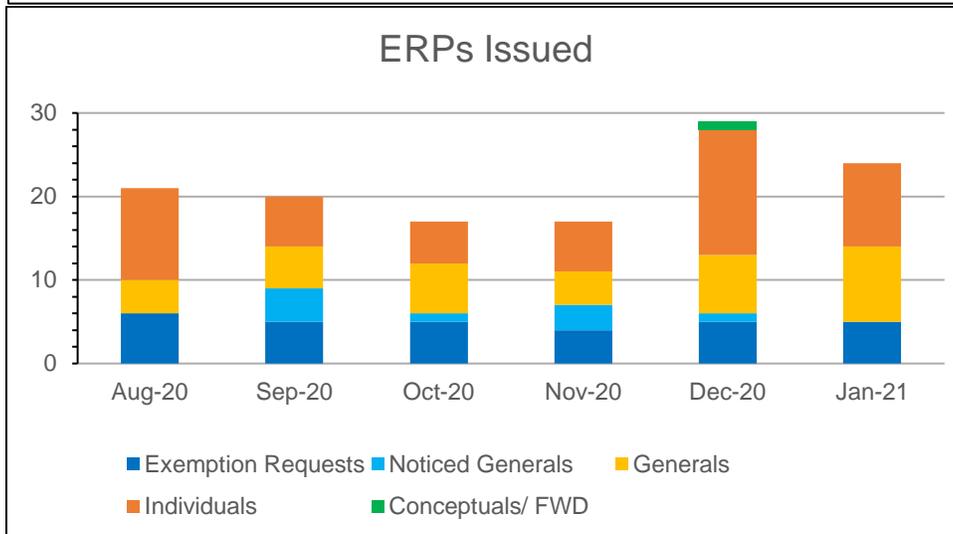
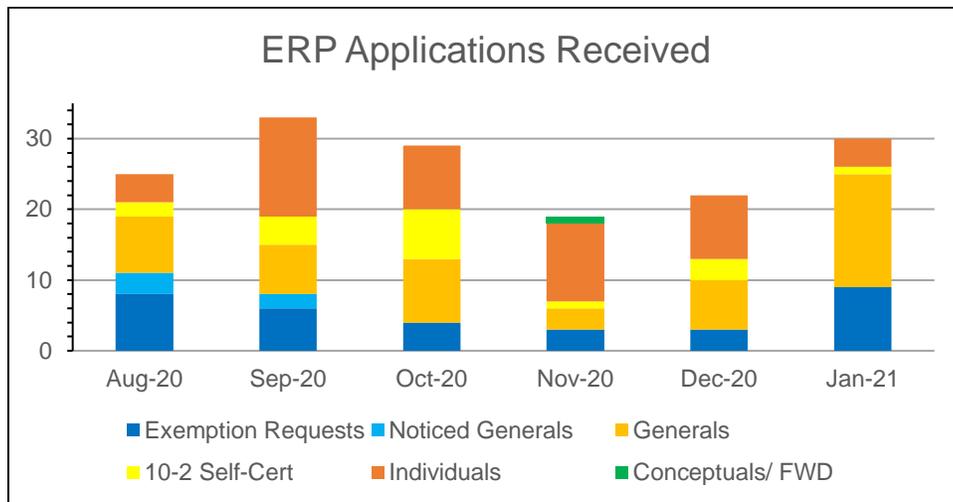
SUWANNEE RIVER WATER MANAGEMENT DISTRICT
STATEMENT OF ACTIVITY - REVENUE AND EXPENSE ROLLUP (UNAUDITED)
FOR 1/31/2021

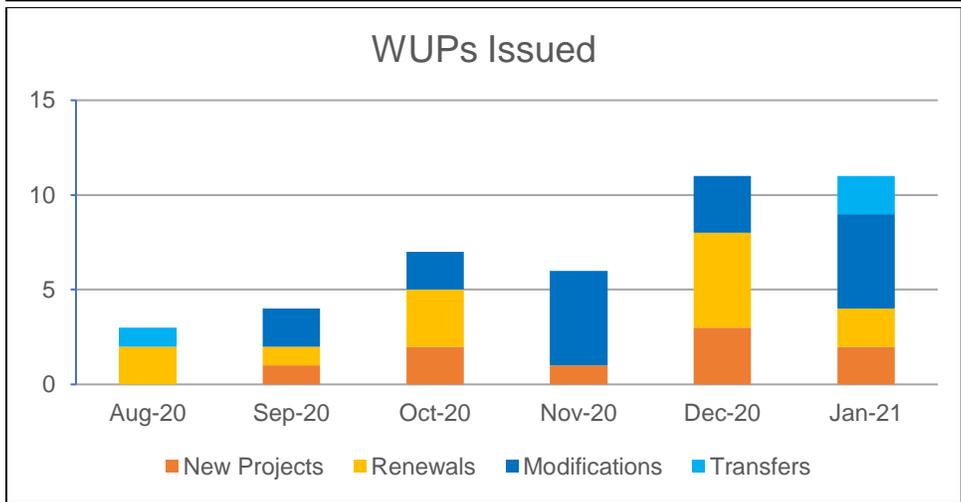
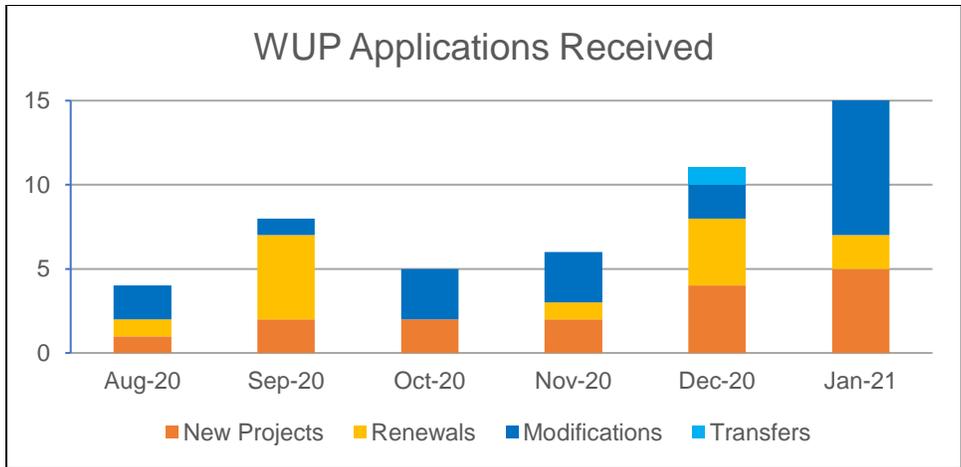
	Y-T-D ACTUAL	ENCUMBRANCE	ANNUAL BUDGET
<u>District Special Revenue -</u>			
REVENUES			
DISTRICT REVENUES	0	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	0
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	84,938	0	5,319,470
TOTAL REVENUES	84,938	0	5,319,470
EXPENDITURES			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	51,139	1,630,913	2,250,000
OPERATING EXPENDITURES	0	0	30,000
OPERATING CAPITAL OUTLAY	15,265	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	18,534	889,014	3,039,470
TOTAL EXPENDITURES	84,938	2,519,927	5,319,470
EXCESS REVENUES OVER (UNDER) EXPENDITURES	0	(2,519,927)	0
<u>State Special Revenue -</u>			
REVENUES			
DISTRICT REVENUES	129,589	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	754,464	0	31,178,384
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	0	0	2,583,601
TOTAL REVENUES	884,053	0	33,761,985
EXPENDITURES			
SALARIES AND BENEFITS	189,011	0	724,985
CONTRACTUAL SERVICES	455,428	4,720,133	10,749,000
OPERATING EXPENDITURES	1,274	5,440	36,000
OPERATING CAPITAL OUTLAY	0	615,929	0
FIXED CAPITAL OUTLAY	0	0	4,100,000
INTERAGENCY EXPENDITURES	285,404	17,272,134	18,152,000
TOTAL EXPENDITURES	931,117	22,613,636	33,761,985
EXCESS REVENUES OVER (UNDER) EXPENDITURES	(47,064) *	(22,613,636)	0
<i>*To be reimbursed by Grants</i>			
<u>Federal Special Revenue -</u>			
REVENUES			
DISTRICT REVENUES	0	0	75,000
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	0
FEDERAL REVENUES	255,055	0	3,616,000
FUND BALANCE UTILIZATION	0	0	0
TOTAL REVENUES	255,055	0	3,691,000
EXPENDITURES			
SALARIES AND BENEFITS	219	0	16,000
CONTRACTUAL SERVICES	307,134	1,741,156	3,651,000
OPERATING EXPENDITURES	0	0	6,000
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	0	0	18,000
TOTAL EXPENDITURES	307,353	1,741,156	3,691,000
EXCESS REVENUES OVER (UNDER) EXPENDITURES	(52,298) *	(1,741,156)	0
<i>*To be reimbursed by Grants</i>			

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

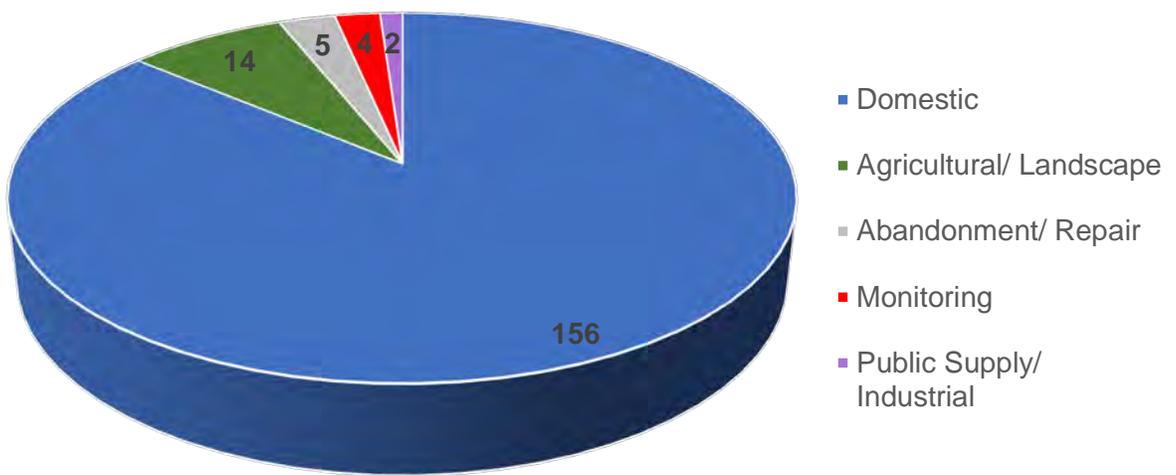
MEMORANDUM

TO: Governing Board
FROM: Warren Zwanka, Director, Division of Resource Management
THRU: Steve Minnis, Deputy Executive Director, Business and Community Services
DATE: February 26, 2021
RE: Permitting Summary Report





Water Well Permits Issued January 2021



40B-400.091 Statewide Stormwater Rules

GB Authorized Rulemaking	12/8/2020
Notice of Rule Development	12/21/2020
Public Workshop	
Notice of Proposed Rule	
Notice of Rule Change	
Mail to DOS	
Effective Date	

GB Authorized Rulemaking	
Notice of Rule Development	
Public Workshop	
Notice of Proposed Rule	
Notice of Rule Change	
Mail to DOS	
Effective Date	

GB Authorized Rulemaking	
Notice of Rule Development	
Public Workshop	
Notice of Proposed Rule	
Notice of Rule Change	
Mail to DOS	
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GB Authorized Rulemaking	
Notice of Rule Development	
Public Workshop	
Notice of Proposed Rule	
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Notice of Rule Development	
Public Workshop	
Notice of Proposed Rule	
Notice of Rule Change	
Mail to DOS	
Effective Date	

GB Authorized Rulemaking	
Notice of Rule Development	
Public Workshop	
Notice of Proposed Rule	
Notice of Rule Change	
Mail to DOS	
Effective Date	

Compliance Agreements: None to report

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

FROM: Warren Zwanka, Director, Division of Resource Management

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

DATE: February 26, 2021

RE: Rulemaking to Amend Rules 40B-1.703, 40B-1.704, 40B-1.706, and 40B-4.709; and Repeal Rule 40B-1.1010, Florida Administrative Code

RECOMMENDATION

Authorize staff to publish a Notice of Rule Development to amend the District general and procedural rules 40B-1.703, 40B-1.704, 40B-1.706, and 40B-4.709; and repeal rule 40B-1.1010, Florida Administrative Code; publish a Notice of Proposed Rule for the amendments; file the proposed amendments and any changes that do not change the intent of the rulemaking with the Department of State if no objections are received; and authorize the Executive Director to certify that violations of the amended rules would not be minor violations pursuant to section 120.695, Florida Statutes.

BACKGROUND

The intent of the rule amendments shown in Attachment A are as follows:

- 40B-1.703, Florida Administrative Code (F.A.C.) – **Procedures for Consideration of Permit Applications** - amendments make rule consistent with environmental resource permit (ERP) issuance authorization in the District's Statement of Agency Organization and Operation.
- 40B-1.704, F.A.C. – **Bond** - amendments correct rule citations.
- 40B-1.706, F.A.C. – **Fees** - amendments add an application processing fee for variances and a less costly 'minor modification' fee category.
- 40B-1.709, F.A.C. - **Suspension, Revocation, and Modification of District Permits** – amendment corrects a misspelling.
- 40B-1.1010, F.A.C. - **Point of Entry into Proceedings** – repealing to re-adopt pursuant to paragraph 120.54(5)(a), F.S., in Chapter 40B-0, F.A.C.

Specific to the application processing fee for variances, staff process an average of five variance requests per year since 2017 for ERP and works of the District permits at no charge to the applicant. The variance process requires application review under section 120.60, F.S. timeframes, site visit(s), at least two Florida Administrative Register (FAR) notices, drafting of a final order, legal review, compilation of Governing Board materials (staff report, maps, and memo), and filing the executed order with the Division of Administrative Hearings. The average cost to process a single variance request, based on sixteen hours of staff time and FAR noticing costs alone, is \$565.77; and staff is proposing a \$250.00 application fee. The remaining rule amendments largely clarify existing rule or reduce regulatory burdens; therefore, staff has determined that the requested rulemaking will have minimal impact on the regulated public.

WZ/tm
Attachment

**CHAPTER 40B-1
GENERAL AND PROCEDURAL RULES**

40B-1.703 Procedures for Consideration of Permit Applications.

(1) General Permits.

(a) through (c) no change.

(d) General permits by rule, as defined in rule 40B-2.041, F.A.C., are a category of general permits for activities which have established standards and conditions for issuance of permits in district rules. A permit application is not required for any use that meets the requirements of rule ~~40B-2.041, F.A.C. 40B-24.041, F.A.C.~~, and is thereby considered to be an existing legal ~~use~~ user of water.

(2) Individual Permits.

(a) through (b) no change.

(c) The Governing Board hereby delegates authority to the Executive Director or ~~their designee Assistant Executive Director~~ to issue individual environmental resource permits ~~that require no special limiting conditions or that require only the following special limiting conditions pursuant to subsection 40B-4.1140(1), Florida Administrative Code (F.A.C.), under chapters 40B-4 and 40B-400, F.A.C.:~~

~~1. Permits that identify non profit associations as operation and maintenance entities under subsection 40B-4.2035(3), F.A.C.;
or~~

~~2. Permits that require the following documents to be recorded in legal records:~~

~~a. Final plats; and~~

~~b. Deed restrictions; and~~

~~c. Drainage easements.~~

~~unless Unless~~ objection to the permit application or the notice of ~~application proposed agency action~~ is made according to statute and these rules by a substantially affected person, ~~the Executive Director or Assistant Executive Director shall either issue the permit or place the application on the agenda of the next regularly scheduled meeting of the Governing Board.~~

(3) no change.

Rulemaking Authority 373.044, 373.083, 373.113, 373.118, 373.171, 373.4141 FS. Law Implemented 120.57, 120.59, 120.60, 373.084, 373.085, 373.086, 373.106, 373.116, 373.118, 373.229, 373.313, 373.413, 373.416, 373.426 FS. History—New 6-16-88, Amended 12-22-92, 10-3-95, 1-29-01, 12-10-07, 10-25-09, 3-24-14, 4-8-15, [DATE].

40B-1.704 Bond.

(1) no change.

(2) Applicants for environmental resource permits under chapters 40B-4 and 40B-400, Florida Administrative Code (F.A.C.), shall furnish a bond or other form of surety for certification of completion of construction as required by paragraphs 40B-4.1140(2)(c) and ~~40B-400.091(2) 40B-400.115(1)(j)~~, F.A.C. The forms of surety acceptable to the District include but are not limited to, cash deposit, letter of credit, and performance bond. Bonds and other forms of surety shall be in the following amounts: project area less than one acre, \$1,000; project area less than 10 acres, \$2,000; project area less than 40 acres, \$3,000; project area less than 100 acres, \$4,000; project area less than 200 acres, \$5,000; project area greater than or equal to 200 acres, \$10,000. The District shall release the bond or other form of surety, without interest, upon final acceptance of certification of completion of construction and transfer of operation and maintenance to an entity approved by the District as required by rule ~~40B-4.2035, F.A.C.~~ 40B-400.091(2), F.A.C.

(3) through (4) no change.

Rulemaking Authority 373.044, 373.113 FS. Law Implemented 373.085, 373.103, 373.219, 373.413, 373.414, 373.416 FS. History—New 9-15-81, Amended 1-10-10, [DATE].

40B-1.706 Fees.

(1) no change.

(2) Upon delegation of the administration of a permitting program from the department to the district, the fees for such permits established by department rule shall be collected by the district pursuant to section 373.109, F.S.

TABLE 1.A. SCHEDULE OF PERMIT FEES

WATER USE PERMITS

Water Use Permits less than 2,000,000 GPD-ADR	\$230
Modification or Renewal of Water Use Permits less than 2,000,000 GPD-ADR	\$115
Water Use Permits equal to or greater than 2,000,000 GPD-ADR	\$530
Modification or Renewal of Water Use Permits equal to or greater than 2,000,000 GPD-ADR	\$265

TABLE 1.B. SCHEDULE OF PERMIT FEES

ENVIRONMENTAL RESOURCE AND WORKS OF THE DISTRICT PERMITS

Use of the reviewing agency’s electronic self-certification system	\$0
Verification of exemption under sections 373.406, 403.813, F.S., chapter 62-330 or 40B-4, F.A.C.	\$100
Verification of qualification to use a General Permit under chapter 62-330, F.A.C., or Noticed General under chapter 40B-4, F.A.C.	\$250
Variance or Waiver under <u>Variations or Waivers pursuant to</u> section 120.542, F.S.	\$250 <u>\$0</u>
All other Variations or Waivers <u>pursuant to subsection 373.414(17), F.S.</u>	\$550 <u>\$550</u>
Works of the District General Permits	\$490
<u>Major</u> Modification of a Works of the District General Permit	\$245
<u>Minor Modification of a Works of the District Permit</u>	<u>\$100</u>
All Individual or Conceptual Approval Permits under chapters 62-330 or 40B-4, F.A.C.:	
(1) through (3) no change.	
New Determinations of the Landward Extent of Wetlands and Other Surface Waters.	
(1) through (2) no change.	
Reissuance of Informal Determinations.	\$50
Reissuance of Formal Determinations, in accordance with subsection 62-330.201(5), F.A.C.	\$350
Application for any activity when submitted by the Department of Defense.	\$0
Any fee in excess of \$100, as determined by this section, shall be reduced to this amount, which shall not exceed \$100, for public projects when the applicant is a county or municipality (or under contract thereto) that qualifies under section 218.075, F.S.	\$100

Rulemaking Authority 373.044, 373.109, 373.113, 373.118, 373.171 FS. Law Implemented 218.075, 373.109 FS. History–New 6-16-88, Amended 11-25-90, 12-22-92, 10-16-94, 11-8-94, 10-3-95, 1-3-96, 6-22-99, 5-6-12, 10-1-13, 3-24-14, [DATE].

40B-1.709 Suspension, Revocation, and Modification of District Permits.

- (1) through (3) no change.
- (4) The Board shall consider any timely filed petition for a sections 120.569 and 120.57, F.S., hearing at the next available regular regulatory meeting following expiration of the 14-day time period in subsection (2).
- (5) no change.

Rulemaking Authority 373.044, 373.113 FS. Law Implemented 120.53(1)(b), (c), 120.60(2), 373.119, 373.429 FS. History–New 9-15-81, Repromulgated 3-17-88, Amended 12-21-88, 10-25-09, [DATE].

40B-1.1010 Point of Entry into Proceedings.

~~(1) For all District permitting decisions under part II and part IV of chapter 373, F.S., and decision on petitions for formal determination of wetlands or other surface waters, the District shall require an applicant to publish, or inform an applicant that the applicant has the right to publish, written notice of a District decision in a newspaper of general circulation as set forth in Chapter 50, F.S., in the county or counties where the activity is proposed.~~

~~(2)(a) “Written notice” as set forth in rule 28 106.111, F.A.C., means either receipt of actual written notice that the District has taken or intends to take final agency action, or publication of notice that the District has taken or intends to take final agency action. If final agency action materially differs from a written notice of the District’s intended action, persons who may be substantially affected shall have an additional 21 days, or for a notice of consolidated intent an additional 14 days, from the date of receipt or publication of notice of such action to request an administrative hearing. Such requests for an administrative hearing shall only address those aspects of the agency action which differ from the proposed agency action.~~

~~(b) Receipt of written notice of a District decision shall be deemed to be the fifth day after the date on which the written notice is deposited in the United States mail if actual notice is mailed, the date that the notice is sent if actual notice is issued by electronic mail, or the date that notice is published if actual notice is not issued to the persons who may be substantially affected. If the date of publication of a notice of District decision precedes the date that actual notice is received, the applicable 21-day or 14-day period in which to request an administrative hearing will be determined from the date that notice of District decision was published.~~

~~(3) When publication is made or notice is issued of a District decision on a permitting matter, the notice shall contain as a minimum:~~

- ~~(a) Name of applicant and a brief description of the proposed activity and its location;~~
- ~~(b) Location of the application and its availability;~~
- ~~(c) Statement of the District's intended action and basis for the issuance or denial except when issuance is a ministerial act;~~
- ~~(d) Scheduled date of Board action, if such action is necessary;~~
- ~~(e) Notification of administrative hearing opportunity or right to judicial review, the procedures which must be followed and applicable time limits; and~~
- ~~(f) Notification of whether mediation under section 120.573, F.S., is available as an alternative remedy.~~

~~(4) When an applicant publishes written notice of a District decision, the applicant shall provide an affidavit of publication to the District within 14 days of publication.~~

~~(5) For notices of agency action on a consolidated application for an environmental resource permit and use of state-owned lands concurrently reviewed by the District pursuant to section 373.427, F.S., any petition for an administrative hearing pursuant to sections 120.569 and 120.57, F.S., must be filed within 14 days of receipt of written notice of consolidated intent to issue or deny a permit.~~

Rulemaking Authority 120.54(5), 373.044, 373.113 FS. Law Implemented 120.54(5), 120.60, 253.115, 373.079(4)(a), 373.083(5), 373.216, 373.219, 373.308, 373.309, 373.323, 373.413, 373.4136, 373.414, 373.416, 373.418, 373.421, 373.426, 373.427 FS. History—New 4-8-15, Repealed [DATE].

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

FROM: Leroy Marshall, Chief Professional Engineer, Office of Engineering/ERP

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

DATE: February 26, 2021

RE: Task Work Assignment for Contract 20/21-069 with Wood Environmental & Infrastructure Solutions, Inc.

RECOMMENDATION

Authorize the Executive Director to approve a task work assignment for Contract 20/21-069 with Wood Environmental & Infrastructure Solutions, Inc., for an amount not to exceed \$1,027,871.00 for Federal Emergency Management Agency Fiscal Year 2020 Risk Mapping and Planning Product Production Consultant Services

BACKGROUND

The District has been a Cooperative Technical Partner (CTP) with the Federal Emergency Management Agency (FEMA) for over 20 years. As a CTP, the District receives funding annually from FEMA through the Risk Mapping and Planning (Risk MAP) program to hire engineering firms to update and improve the floodplain maps and help local governments increase the public's flood hazard awareness. In August 2020, the District was awarded a grant in the amount of \$2,136,750.00 to implement the Fiscal Year 2020 (FY 2020) Risk MAP Mapping Activity Statement (MAS), of which \$1,027,871.00 will be allocated to Wood Environmental & Infrastructure Solutions, Inc. (Wood), for Product Production Consultant (PPC) services. The CTP program directly supports the District's core mission of reducing flood vulnerability.

In January 2020, the Governing Board approved Wood as a qualified engineering firm to provide PPC services for FEMA FY 2019 through FY 2024 Risk MAP projects. The primary job of the PPC firm is to develop the hydrology and hydraulic models needed to create or update maps. Firms are selected each fiscal year based on their previous work experience, knowledge of a particular geographical region and workload. The FY 2020 MAS provides funding to complete the hydrology and hydraulic model revisions for the Santa Fe River watershed. As the first task work assignment under this contract, this contract will be for a total of \$1,027,871.00. Wood was approved under the previous contract for \$791,750.00 to start the Santa Fe River Watershed updates, bringing the total amount allocated to Wood to \$1,819,621.00 to complete this work.

All mapping rates are established and approved by FEMA. Firms invoice the District as they complete the work and FEMA reimburses the District by direct deposit shortly after invoices are submitted. Funds are included in the FY 2021 Final Budget under code 56-0-701-0-1300-20.

LM/tm
Attachment

Attachment 1
Scope of Services, Standards, Deliverables, Anticipated Schedule, and Fee
For
FEMA Mapping Activity Statement No. 20.17.f

SCOPE OF SERVICES

The objective of the Flood Risk Project documented in this scope of services is to complete the ongoing Flood Risk Project for the Santa Fe Watershed funded under Contract No. 15/16-065 and MAS 18.15.f. by developing and/or supporting flood hazard data through completing technical risk analysis and mapping activities. These activities will result in a new or updated Flood Insurance Rate Map (FIRM) and Flood Insurance Study (FIS) report for one or more communities within the project area.

The watersheds and jurisdictions in which Flood Risk Projects will be performed, as well as their applicable project activities, are summarized in Table 1.1: Flood Risk Project Watersheds and Jurisdictions. Applicable project activities are identified in the last column of the table.

Table 1.1 Flood Risk Project Watersheds and Jurisdictions

Watershed	Counties Included in Project	Project Activities
Santa Fe (03110206)	Portions of Alachua, Baker, Bradford, Columbia, Gilchrist, Suwannee, and Union	Completion of ongoing Risk MAP study defined in Contract 15/16-065. Tasks 1 – 7 listed below.

Additionally, Wood will develop new and/or updated flood hazard data for the Santa Fe Watershed as summarized in Table 1.2: Total Stream Mile Counts by Type of Study. The FIRM and FIS report for the watersheds and areas identified in Table 1.2 will be produced in the North American Vertical Datum of 1988 (NAVD88).

Table 1.2 Total Stream Mile Counts by Type of Study

Type of Study	Miles	Hydraulic Analysis Option	1D or 2D
Effective Flood Insurance Study (no update)	994	709 Zone A 259 Zone AE 22 Zone AH 4 Zone X	1D
Updated Effective Zone AE or Equivalent Studies	90.3	E	1D
Updated Effective Zone A Studies	709	C	2D
New Zone AE or Equivalent Studies Identified	N/A	N/A	N/A
New Zone A Studies Identified	341	C	2D

Metadata is required for certain activities. Current Data Capture Standards (DCS) will be adhered to as part of this scope of services. Wood will upload deliverables complying with this guidance at major production data capture points in the Mapping Information Platform (MIP) workflow. Major production data capture points include: base map, terrain, survey, hydrologic analysis, hydraulic analysis, floodplain mapping, and post-preliminary data for studies. National Flood Insurance Program



(NFIP) metadata are required for orthoimagery, terrain, survey, hydrology, hydraulics, alluvial fans, coastal, and floodplain mapping. Certification of submitted data for FEMA-funded studies is required. Although certification requirements are included for each workflow step, Wood need only to complete and submit one product certification when their work on a project is complete.

Wood will respond to comments generated as a result of the mandatory quality control checks by the Production and Technical Services (PTS) contractor.

Task 1. Project Management

Project Management is the active process of planning, organizing, and managing resources toward the successful accomplishment of predefined project goals and objectives. Wood will coordinate with the SRWMD with respect to Project Management activities and technical mapping activities.

Task 1.1 - Earned Value Data Entry

Earned Value data entry involves updating cost, schedule and performance (physical percent complete) in the MIP. Once the baseline has been established in the MIP by FEMA, Wood shall input the performance and actual cost to date for identified tasks. This will be completed at a minimum once every 30 days and at the completion of the task. Wood will also populate the MIP with appropriate leverage information regarding who (CTP or community) paid for the data provided and the amount of data used by the Flood Risk Project. Wood will maintain a Schedule Performance Index (SPI) and Cost Performance Index (CPI) of at least 0.92. Special Problem Reports (SPR) explaining any variance must be submitted in a timely manner as required.

Task 1.2 - Project Risk Identification and Mitigation

Threats to the planned completion of a project may come from various sources. Wood will identify potential project risks during the planning phase and monitored throughout the project, so that potential impact can be assessed, and solution strategies developed and implemented as needed. The following potential project risks were identified in MAS 20.17.f.

Table 1.3 Project Risks Identified in MAS 20.17.f

Project Risk	Potential Impact	Solution Strategy
Improved mapping might place significant number of homes and businesses into special flood hazard areas, resulting in community CEO's rejecting or obstructing maps.	Project delays, additional expenses, loss of community support for map updates in spite of more accurate depiction of flood risk.	CTP (SRWMD) will provide newsletters to stakeholders and keep open channels for communication and establishing cordial relations during process. Also, SRWMD mapping memo is referenced to map broad shallow flooding areas < 1 foot as Zone X Shaded, consistent with FEMA policy. Study contractors and CTP will visit community reps before project initiation and during project to build positive relationships. The outcome of these meetings will be conveyed to the FEMA Region IV Project Officer.
Federal Register Delays	Project delays, additional expenses, and increased outreach needs.	CTP (SRWMD) will identify a range of acceptable Federal Register publication dates and align project schedules to minimize risk of delays.
Project Coordination Delays	Project timeline is delayed due to outside products such as leverage data or models not being available when anticipated.	Maintain contact with all outside sources and stay up to date with any anticipated delays in order to enter them into the project timeline and planning with as much warning as possible. Helps to align resources when actually needed and avoid un-planned downtime.

Task 1.3 – Project Status Calls

Wood will participate in routine conference calls with FEMA, SRWMD, and other contractors working for FEMA and SRWMD.

Task 2. Event Data Capture

Task 2.1 - Public Outreach Meeting Prior to Preliminary Map Release.

This meeting will serve to provide communities with drafts of Preliminary Flood Risk products, collect feedback, and uncover/investigate any issues prior to submitting Preliminary Maps. It will also provide another opportunity to show how the datasets and outreach tools can help communities become more resilient by understanding risk data, communicating about risk, prioritizing mitigation actions and improving mitigation plans, especially risk assessments and mitigation strategies. Wood will perform the planning, presenting, and facilitating discussions of the proposed preliminary maps with the public; build acceptance of the map revisions, and identify and address potential problems prior to entering formal preliminary map release and comment periods.

SID 622 requires that the Project Team, in coordination with the appropriate staff in the Regional Office of External Affairs, other FEMA staff, and community officials, engage with local radio and television outlets in an effort to further educate property owners about flood map revisions and appeals processes. Wood will work with SRWMD staff to develop two public service announcements, one at the onset of the appeals period and one at the onset of the community compliance period.

Task 2.2 - Resilience Meeting

The meeting will provide a comprehensive view of mitigation planning, mitigation options available to communities, sharing of success stories, and potential mitigation actions that communities can initiate. Wood will perform the planning, presenting and facilitation of community discussions related to mitigation plan status, community risks and hazards, local mitigation action opportunities and best mitigation practices. Mitigation strategies that communities have implemented or progressed on since Discovery should be documented at, or before, this meeting. In addition, discussions about a community's outreach plans during this meeting help enable local officials to begin or strengthen local risk communication. Wood will prepare for and facilitate this meeting by performing the following tasks:

- Conduct listening sessions with community stakeholders to understand their mitigation priorities and inform the Resilience Meeting agenda.
- Foster relationships between community stakeholders and Federal and State partners to improve the local ability to take mitigation action.
- Reach out to meeting invitees through personalized follow-up emails and calls.
- Stand up a Resilience Team composed of FEMA Regional staff and Subject Matter Experts to prepare for the Resilience Meeting and support the community.
- Brief local elected officials to promote understanding about the importance of community-wide resilience and the community's flood risk.
- Facilitate meeting.
- Provide community-specific applications/ explanations of Flood Risk Products to educate community officials on how to leverage the products to achieve or inform mitigation projects.
- Coordinate with other key stakeholders, such as government agencies and nonprofits, who will work with the community towards resilience in a "Resilience Marketplace".
- Provide the community with a media relations strategy template and sample tools (e.g., media advisory, talking points) to promote community understanding of flood risk and further the discussion of important community mitigation projects.

Task 2.3 - Final Consultation and Coordination Officer (CCO) Meeting and Public Meeting Support

These meetings will provide local officials an opportunity to verify the appropriate revisions have been made to previously demonstrated information, take ownership of the products, and deliver the results of the project to the local citizenry. Wood will perform the planning, presenting and facilitating of discussions with community officials for awareness and acceptance of regulatory products.

The purpose of the CCO meeting will be review data inputs to a flood study, preview changes to preliminary FIRM data and maps, discuss newly identified flood risk and community actions to reduce risk, and provide information about the appeals period, map adoption, and insurance impacts. Wood will perform the following tasks:

- Develop or enhance relationships with key community stakeholders to increase the reach of messages about risk and to improve the local will and ability to take mitigation actions.
- Drive attendance: Reach out to meeting invitees through personalized follow-up emails and calls.

- Facilitate meeting.

Wood will also support SRWMD and the local officials at the Public Meetings for a total of 40 manhours.

Task 3. Flood Risk Products Data Capture

Risk assessment data and analyses are defined as processes for evaluating the risk associated with a hazard and using that information to make informed decisions on the appropriate ways to reduce the impacts of the hazard on people and property. Wood will develop Flood Risk Products for study areas as listed in Table 1.4.

Table 1.4 Flood Risk Products

	Flood Risk Product / Data Set	New Flood Hazard Analysis Conducted	No New Flood Hazard Analysis Conducted
Flood Risk Dataset	Flood Risk Database	Required per MAS 20.17.f	Required per MAS 20.17.f
	Changes Since Last Firm	Required per MAS 20.17.f	Not Applicable
	Water Surface Elevation Grids	Required per MAS 20.17.f	Not Applicable
	Flood Depth Grids	Required per MAS 20.17.f	Not Applicable
	Percent Annual Chance & Percent 30-year Chance Grids	Required per MAS 20.17.f	Not Applicable
	Flood Risk Assessment	Required per MAS 20.17.f	Required per MAS 20.17.f
	Areas of Mitigation Interest	Required per MAS 20.17.f	Required per MAS 20.17.f
	Flood Risk Map	Not Applicable	Not Applicable
	Flood Risk Report	Not Applicable	Not Applicable

Task 4. Prepare Base Map

Wood shall prepare and provide the digital base map, including:

- Obtain digital files of the base map. In coordination with the partner who performed Project Discovery, ensure that the FEMA Geospatial Data Coordination (GDC) Policy and Implementation Guide are followed.
- Secure necessary permissions from the base map source to allow FEMA’s use and distribution of hardcopy and digital map products using the digital base map, free of charge.
- Review and supplement the content of the acquired base map to comply with FEMA standards.
- For the base map components that have a mandatory data structure, convert the base map data to the format required in FEMA standards.
- Certify that the digital data meets the minimum standards and specifications that FEMA requires for FIRM production.

In addition, Wood shall address concerns or questions regarding the base map that are raised during the Independent QC review, or during the MIP Validate Content Submission Process. Orthophotos, hydrography, PLSS lines, and corporate boundaries will be acquired from SRWMD and verified to be accurate and acceptable for use in FEMA projects.

Task 5. Draft FIRM Database Data Capture

Wood shall prepare the database in accordance FEMA standards and guidance, including relevant Technical Reference documents, for upload to the MIP. Wood is responsible for confirming and/or obtaining revised or updated guidance from the region. Wood shall coordinate with the RSC to complete and submit the Key Decision Point (KDP) 2 form prior to Quality Review (QR) 1.

Task 6. Produce and Distribute Preliminary Map Products

Wood shall apply the final FEMA FIRM graphic and database specifications to the FIRM files produced under Floodplain Mapping for the panels identified in Table 1.11. This work shall include adding the required annotation, line pattern, area shading, and map collar information (e.g., map borders, title blocks, legends, and notes to user).

Task 6.1 – Preparation of Preliminary SOMA

Wood shall prepare a Preliminary Summary of Map Actions (SOMA) for the affected communities, if appropriate.

Task 6.2 – Update CNMS Regional File Geodatabase

The CNMS Regional File Geodatabase is to reflect changes to the existing inventory applicable to scoped studies, study extents and attributes.

Table 1.11 FIRM Panel Summary

Watershed / Area of Study	County / Communities	Number of Revised Panels
Santa Fe	Portions of Alachua, Baker, Bradford, Columbia, Gilchrist, Suwannee, and Union Counties, Florida	226

The Distribute Preliminary Map Products task consists of the final preparation, review, and distribution of the Preliminary copies of the FIRM and FIS report and the Preliminary SOMA and Risk Assessment products to community officials and the general public for review and comment. Wood shall prepare and submit the KDP3 required documentation to be reviewed and approved at both the FEMA Regional and Headquarters level. Preliminary distribution cannot begin until this process is approved at all levels.

Task 6.3 - Preliminary Transmittal Letter Preparation

Wood shall prepare letters and transmit the Preliminary copies of the FIRM and FIS report and related enclosures to the affected communities, other Project Team members, the State NFIP Coordinator, the FEMA Regional Office, and others as directed by FEMA. This letter may be prepared using the national or regional template with FEMA letterhead/logo and with FEMA signature only, or (when pre-approved by the Regional Office) on FEMA and CTP joint letterhead for signature by FEMA and the CTP.

Task 6.4 - Distribution of Preliminary Package

Wood shall distribute the Preliminary copies of the FIRM and FIS report, Preliminary SOMA (as applicable) and Risk Assessment products (as applicable) to the affected communities, all other Project Team members, the State NFIP Coordinator, the FEMA Regional Office, and others as directed by FEMA.

Task 7. Post-Preliminary Map Production

The Post-Preliminary activity consists of completing the statutory, regulatory and administrative activities required to finalize the FIRM and FIS report after the Preliminary copies of the FIRM and FIS report have been issued to community officials and the public for review and comment. FEMA may audit or assist in these activities as necessary. The activities to be performed are summarized below. In addition, additional Stakeholder Engagement tasks and the Final (CCO) Meeting and Public Meeting are held during this time, as described in the Risk MAP Meetings Section of the Perform Community Engagement and Project Outreach task.

Task 7.1 - News Release Preparation

Wood shall use the MIP in accordance with FEMA standards to create Expanded Appeals Process (EAP) notices for studies that result in new or modified BFEs or base flood depths and/or new or modified flood hazard information, including additions or modifications of any SFHA boundary, SFHA zone designation, or regulatory floodway within a community. FEMA, or its designee, shall perform QA/QC reviews of the FHD information for accuracy and compliance with FEMA format requirements.

Task 7.2 - Initiation of Statutory 90-Day Appeal Period

When required, upon completion of a 30-day community comment period and/or final coordination meeting with the affected communities, the following activities are completed in accordance with the current version of the FEMA standards, appropriate guidance, and Document Control Procedures Manual:

- Wood shall prepare and submit the KDP4 required documentation to be reviewed and approved at both the FEMA Regional and Headquarters level. FHD notice publication cannot begin until this process is approved at all levels.
- Wood shall meet with the FEMA Regional Office of External Affairs, other FEMA staff, community officials, to discuss the mapping project and at a minimum provide a local PSA statement to local radio and television outlets to further educate property owners about appeals processes.
- Wood shall prepare and deliver to FEMA, or its designee, the appropriate flood hazard determination notice(s) to be published in the Federal Register. FEMA standards and guidance shall be followed.
- Wood shall send proposed Flood Hazard Determination notification letters and verify confirmation of receipt to meet FEMA standards and guidance, using the Appeal Start template to the community CEOs and floodplain administrators.
- Wood shall ensure that news release notifications of Proposed Flood Hazard Determination changes are published in prominent newspapers with local circulation in accordance with 44 CFR Part 67.4.

FEMA, or its designee, shall perform QA/QC reviews of the Federal Register notice, community notification letters and news release notifications for accuracy and compliance with FEMA format requirements.

Task 7.3 - Resolution of Appeals and Comments

Wood shall review and resolve appeals and comments received during the 90-day appeal period in accordance with FEMA standards. For each appeal and comment, the following activities shall be conducted as appropriate:

- Prepare and mail acknowledgment letter on FEMA letterhead with FEMA signature following FEMA concurrence.
- Perform technical review of submitted information.
- Prepare interim communication letter(s) requesting additional supporting data, as needed.
- Perform revised analyses, if necessary, upon FEMA direction.
- Prepare a draft resolution letter for appeals and comments, on FEMA letterhead for FEMA signature, and (as necessary) revised FIRM and FIS report materials for FEMA review.
- Mail resolution letter(s) upon FEMA concurrence.
- Update CNMS as appropriate when resolving appeals/comments.
- Update the Risk Assessment Suite as needed (and directed by FEMA) for appeal resolutions.

Task 7.4 - Preparation of Special Correspondence

Wood shall, at the request of FEMA, respond to comments not received within the 90-day appeal period and before the maps are effective (referred to as "special correspondence") including drafting responses for FEMA review and finalizing responses for signature. Wood shall mail the final correspondence (and enclosures, if appropriate) and distribute appropriate copies of the correspondence and enclosures upon authorization from FEMA. Wood shall prepare all associated correspondence using FEMA letterhead and mail upon authorization by FEMA. When approved by FEMA, correspondence may be on joint FEMA-CTP letterhead and co-signed by FEMA and Wood.

Task 7.5 - Revision and Finalization of FIRM and FIS Report

If necessary, Wood shall coordinate with FEMA to determine the appropriate level of effort to revise the FIRM and FIS report and shall distribute revised Preliminary copies of the FIRM and FIS report to the CEO and floodplain administrator of each affected community, all other Project Team members, the State NFIP Coordinator, the FEMA Regional Office, and others as directed by FEMA. Wood shall finalize the FIRM and FIS, including incorporating effective Letters of Map Revision, in accordance with FEMA standards and guidance, and upload final products to the MIP for automated and visual National QRs (Quality Review 5 and Quality Review 7) in accordance with FEMA standards. All work must pass appropriate QRs prior to issuance of the Letter of Final Determination.

Task 7.6 - Processing of Letter of Final Determination

Wood shall prepare and submit the KDP5 required documentation to be reviewed and approved at both the regional and headquarters level. QRs 5, 6, 7 and processing of the Letter of Final Determination (LFD) cannot begin until this process is approved at all levels. Wood should follow the regional submittal guidelines on all KDP5 packages as each region has their own processes set up to review this documentation. Wood shall work with FEMA to establish the effective date for the FIRM and FIS report and shall prepare LFDs for affected communities. Wood shall submit the LFD Package for Quality Review 6 per FEMA standards, in coordination with the Region and its designated contractor. FEMA, or its designated contractor, shall mail the final signed LFDs and enclosures and distribute appropriate copies of the signed LFDs. All work must pass the automated and visual National QRs (Quality Review 5 and Quality Review 7) and QR of the LFD package (Quality Review 6) prior to the distribution of the LFD letters.

Task 7.7 - Final SOMA Preparation

Wood shall prepare Final SOMAs for the affected communities with assistance from FEMA, or its designee, as appropriate.

Task 7.8 - Final Flood Hazard Determination Notice

Typically, the Final Flood Hazard Determination Notice to be published in the Federal Register is generated from the Proposed Notice. In the event that updates or corrections are needed prior to publication of the final notice, Wood shall prepare the appropriate notices and deliver those notices to FEMA, or its designee, for review and publication.

Task 7.9 - Processing of Final FIRM and FIS Report for Printing

Wood shall prepare final reproduction materials for the FIRM and FIS report and provide these materials to FEMA, or its designee, in accordance with FEMA standards and guidance for printing by the Map Service Center (MSC); please refer to the Data Capture Technical Reference. Wood shall also prepare the appropriate paperwork to accompany the FIRM and FIS report and transmittal letters to the community CEOs. Wood will submit these products for Quality Review 7 (QR7) and Quality Review 8 in accordance with FEMA standards and guidance. The products must pass QR7 prior to issuance of the LFD letters.

Task 7.10 - Revalidation Letter Processing

Wood shall prepare and distribute letters for FEMA signature to the community CEOs and floodplain administrators to notify the affected communities about Letters of Map Change for which determinations will remain in effect after the FIRM and FIS report become effective. Wood shall update the MIP SOMA tool as necessary to prepare and submit the Revalidation Letters and Revalidation Docket to FEMA, or its designee, for review and approval prior to distributing the letters to communities. The Revalidation Docket and Letters must be submitted for review 4–5 weeks prior to the effective date, and mailed to communities 2 to 4 weeks before the effective date. After distribution of the revalidation letters, Wood shall send copies of the official dated letters to FEMA, or its designee, for submittal to the LOMC subscription service.

Task 7.11 - Archiving Data

Wood shall ensure that technical and administrative support data are packaged in the FEMA required format and stored properly in the library archives until transmitted to the FEMA Engineering Study Data Package Facility. In addition, Wood will maintain copies of all data for a period of no less than three years from the submission of the Final Report for award management.

STANDARDS

The standards relevant to this project are presented in FEMA Policy 204-078-1 Standards for Flood Risk Analysis and Mapping, Revision 10, dated November 2019, located at <http://www.fema.gov/media-library/assets/documents/35313>. This Policy supersedes all previous standards included in the Guidelines and Specifications for Flood Hazard Mapping Partners, including all related appendices and Procedure Memorandums (PMs). Additional information and links to FEMA Technical References, Procedure Manuals, guidance documents, templates and other resources may be accessed and downloaded at <http://www.fema.gov/guidelines-and-standards-flood-risk-analysis-and-mapping>.

To facilitate the use of standards and related documents, users can access the FEMA Guidelines and Standards Master Index located here: www.fema.gov/media-library/assets/documents/94095. This index provides a cross-reference of documentation available for Flood Risk Projects, Letters of Map Change and related Risk MAP activities. The cross-referenced relationships are organized and accessible through linkages for standards, guidance, technical references and templates. The master index is updated in coordination with the FEMA Policy Memo noted above. CTPs and their sub-awardees must comply with FEMA's Federal Regulation 44 CFR, specifically parts 65, 66 and 67, the Document Control Procedures Manual (available here: www.fema.gov/media-library/assets/documents/6859), and the appropriate year CTP Notice of Funding Opportunity and Agreement Articles. CTPs shall also coordinate with their Regional office to determine additional standards that should be met.

DELIVERABLES

Wood will make the following products available to SRWMD by uploading the digital data to the MIP in accordance with the current Data Capture Technical Reference and Technical Support Data Notebook (TSDN) requirements where applicable.

Task 1. Project Management

- Monthly Earned Value data reporting through the MIP with variance explanations to support management of technical mapping activities within specified time frame, for both Regulatory and Flood Risk Products.
- Management of SPI/CPI performance for an organization.
- Overall project Quality Management Plan including QA/QC maintenance information, such as maintaining a QA/QC log and providing a QA/QC approach to FEMA for review and approval.
- Management of adherence to scope of work and quality of work for an organization.

Task 2. Event Data Capture

- Wood will upload relevant data to MIP Outreach tasks per the Standards above.
- Meeting invitation, agenda, presentation slides (as requested), and meeting notes for FEMA review
- Project update status reports for project communities

Task 3. Flood Risk Products Data Capture

- Narrative of assumptions made and approaches taken for analysis.
- The Hazus system files (.hpr files).
- Global summary report.
- Direct damage and contents data used to populate tables in Flood Risk Report.
- Updated local parcel/building information, topographic data, etc. used in analysis.
- Description of data used that were not part of the default Hazus data sets.

Task 4. Prepare Base Map

- Metadata file complying with the NFIP Metadata Profiles Specifications;
- Digital base map files that comply with FEMA Standards;
- Written certification that the digital data meet the minimum standards and specifications;
- Digital versions of draft text for inclusion in the FIS report;
- Documentation that FEMA can use the digital base map;
- Documentation of the Horizontal and Vertical Datums as part of Base Map Project Narrative;
- Additional base map acquisition correspondence;

Task 5. Draft FIRM Database Data Capture

- Digital floodplain mapping data consistent with the Data Capture Standards as described in the latest Technical Reference: Data Capture.
- A metadata file complying with the latest Technical Reference: Metadata Profile for floodplain Mapping.
- Support documentation and Certification of Work.
- FIRM database files as described in the FIRM Database Technical Reference, Table 2.
- Digital versions of input and output for any computer programs that were used consistent with the Data Capture Technical Reference and guidance (see draft language and coordinate with the Region regarding its appropriate usage). Digital versions of input and output for any computer programs that were used consistent with the Data Capture Technical Reference and guidance (see draft language and coordinate with the Region regarding its appropriate usage).
- A Summary Report that describes and provides the results of all automated or manual QA/QC review steps taken during the preparation of the FIRM as outlined in the approved QA/QC Plan.
- Any backup or supplemental information including supporting calculations and assumptions used in the mapping required for the independent QA/QC review of Floodplain Mapping consistent with the DCS (see draft language and coordinate with the region regarding its appropriate usage).
- Demonstrated compliance with the Floodplain Boundary Standard, including a signed self-certification form.
- An explanation for the use of existing topography for the studied reaches, if appropriate.
- Written summary of the analysis methodologies.
- Digital versions of draft text for inclusion in Section 6.3 Floodplain and Floodway Delineation of the FIS Report, Floodway Data Tables and updated Flood Profiles including all profiles and tables converted to the appropriate datum.
- If automated GIS-based models are applied, all input data, output data, intermediate data processing products, and GIS data layers shall be submitted consistent with the DCS (see draft language and coordinate with the region regarding its appropriate usage).
- Where paper documentation is required by state law for professional certifications, the CTP may submit the paper in addition to a scanned version of the paper for the digital record. Please coordinate with the regional and/or state representative to verify state reporting requirements.
- Updated CNMS data layer documenting flooding sources no longer deemed valid as a result of redelineation efforts.
- FIRM database files, prepared in accordance with FEMA standards and in the required format(s);
- A metadata file complying with the FEMA NFIP Metadata Profile Specifications;
- Project Narrative;
- Certificate of Completion.

Task 6. Produce and Distribute Preliminary Map Products

- Preliminary FIRM database prepared in accordance with FEMA standards;
- Metadata file;
- FIS Report;
- Preliminary SOMA(s) prepared using the SOMA Tool on the MIP;
- Complete set of Preliminary FIRM panels showing all detailed flood hazard information at a suitable scale;
- Passing Quality Review report for:
 - QUALITY REVIEW 2: Auto Validation of Preliminary FIRM Database
 - QUALITY REVIEW 3: Visual Review of Preliminary Map Panels and FIS.
- Preliminary transmittal letters
- A preliminary copy of the FIRM and FIS report
- A self-certification document outlining the funded scope and comments per Region discretion.

Task 7. Post-Preliminary Processing

- Documentation that the appropriate Federal Register notices (Proposed and Final Flood Hazard Determinations) were published in accordance with FEMA requirements.
- Documentation that the news releases were published in accordance with FEMA requirements.

- Final community notification letters for starting the appeal period.
- Draft and final Special Correspondence (and all associated enclosures, backup data, and other related information) for FEMA review and signature, as appropriate.
- Draft and final Appeal and Comment acknowledgment, additional data, and resolution letters (and all associated enclosures, backup data, and other related information) for FEMA review and signature, as appropriate.
- Draft of the KDP 5 form for the Regions concurrence and submittal
- Draft and final LFDs (and all associated enclosures, backup data, and other related information) for FEMA review and signature.
- Passing Quality Review report for:
 - QUALITY REVIEW 4: Validate Proposed Flood Hazard Determination (FHD) Notice and CEO Letters
 - QUALITY REVIEW 5: Validate Final FIRM Database and FIRM Panels
 - QUALITY REVIEW 6: Check LFD Before Distribution
 - QUALITY REVIEW 7: Validate MSC Deliverables
 - QUALITY REVIEW 8: MSC Review of Final Deliverables
- FIRM digital files and final FIS report materials including all updated data tables and Flood Profiles.
- Metadata file.
- Provide one hard copy and digital FIRM products to the community.
- Paperwork for the final FIRM and FIS report materials.
- Transmittal letters for the printed FIRM and FIS report.
- LOMC Revalidation Letters, if appropriate.
- Completed, organized, and archived technical and administrative support data.
- Completed, organized, and archived case files and flood elevation determination dockets (FEDD files).
- CNMS Regional File Geodatabase to reflect changes to the existing inventory in scoped studies, study extents and attributes delivered to the respective FEMA Region or its designee within 15 days of LFD Issuance. A self-certification document outlining the funded scope and comments per Region discretion.

ANTICIPATED SCHEDULE AND FEE

The activities documented in this proposal shall be completed in accordance with the estimated start and end dates, as well as the estimated fees documented in Table 2.1.

Table 2.1 assumes that Wood has received Notice to Proceed on or before January 30, 2021. Should Wood receive Notice to Proceed after January 30, 2021, changes to this schedule will be required as well. If changes to this schedule are required, Wood shall coordinate with FEMA, SRWMD, and the other mapping partners in a timely manner.

Table 2.1 – Project Activities Schedule and Fee

Activities	Estimated Start Date	Estimated End Date	Estimated Fee
Task 1. Project Management	February 2021	October 2025	\$27,975.00
Task 2. Event Data Capture	April 2022	November 2023	\$42,836.00
Task 3. Flood Risk Products Data Capture	October 2024	May 2025	\$320,085.00
Task 4. Prepare Base Map	February 2021	March 2021	\$5,000.00
Task 5. Draft FIRM Database Data Capture	May 2021	September 2022	\$64,575.00
Task 6. Produce and Distribute Preliminary Map Products	August 2022	September 2023	\$361,700.00
Task 7. Post-Preliminary Processing	September 2023	July 2025	\$205,700.00
Santa Fe Watershed Risk MAP	Total Not-to-Exceed		\$1,027,871.00

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

FROM: Leroy Marshall, Chief Professional Engineer, Office of Engineering/ERP

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

DATE: February 26, 2021

RE: Task Work Assignment for Contract 20/21-070 with Atkins North America, Inc.

RECOMMENDATION

Authorize the Executive Director to approve a task work assignment for Contract 20/21-070 with Atkins North America, Inc. for an amount not to exceed \$647,885.00 for the Federal Emergency Management Agency Fiscal Year 2019 Risk Mapping and Planning Project Management Consultant Services.

BACKGROUND

The District has been a Cooperative Technical Partner (CTP) with the Federal Emergency Management Agency (FEMA) for over 20 years. As a CTP, the District receives funding annually from FEMA through the Risk Mapping and Planning (Risk MAP) program to hire engineering firms who help the District administer the program. In September 2019, the District was awarded a grant in the amount of \$1,873,150.00 to implement the Fiscal Year 2019 grant (FY 2019) Project Management and Community Outreach and Mitigation Strategies Scope of Work, of which \$647,885.00 was allocated to Atkins for project management consultant services. The CTP program directly supports the District's core mission of reducing flood vulnerability.

In January 2020, the Governing Board approved Atkins North America, Inc. as a qualified engineering firm to provide management consultant services for FEMA FY 2019 through FY 2024 Risk Map projects. The primary job of the project management consulting firm is to assist the District in implementing the project management and communications outreach scope of work. As this is the first task work assignment under this contract, this contract will have a total of \$647,855.00. The FY project management and communications outreach scope of work will provide funding for ongoing work in the Upper and Lower Suwannee Watersheds and the Santa Fe Watershed.

All mapping rates are established and approved by FEMA. Firms invoice the District as they complete the work and FEMA reimburses the District by direct deposit within days of submitting the invoices. Funding for this amendment is included in the FY 2021 budget under account code 56-2586-4-1300-19.

LM/tm
Attachment

Task Work Assignment (TWA) 01

ATKINS Scope of Services for TWA 01 under SRWMD Contract 20/21-070 between Suwannee River Water Management District and Atkins North America, Inc. for Professional Services

Contents

Task 1.1. Atkins Discovery and Independent QA/QC tasks under SRWMD FEMA Mapping Activities Statement 19.16.f.....	3
<i>Perform Discovery</i>	3
Deliverables	5
<i>Perform Independent QA/QC: Topographic Elevation Data</i>	6
Deliverables:	6
<i>Perform Independent QA/QC: Base Map</i>	6
Deliverables:	6
<i>Perform Independent QA/QC: Hydrologic Data</i>	7
Deliverables	7
<i>Perform Independent QA/QC: Hydraulic Data</i>	8
Deliverables	9
<i>Perform Independent QA/QC: Floodplain Mapping</i>	9
Deliverables	10
Perform Independent QA/QC: Produce Preliminary Map Products	10
Deliverables	11
<i>Independent QA/QC of Flood Risk Products</i>	11
Responsible Mapping Partner:	11
Mapping Activities Statement 19.16.f SECTION 5 – STANDARDS	12
SCHEDULE	12

Task 1.2. Atkins Program Management Tasks in accordance with Suwannee River Water Management District (SRWMD) COOPERATING TECHNICAL PARTNERS (CTP) PROGRAM MANAGEMENT (PM) STATEMENT OF WORK (SOW) No. 19.16.p 14

Task 1.3. Atkins Community Engagement Tasks in accordance with SRWMD COOPERATING TECHNICAL PARTNERS (CTP) COMMUNITY OUTREACH AND MITIGATION STRATEGIES (COMS) STATEMENT OF WORK (SOW) No. 19.16.c 15

Attachments: 18

***SRWMD CTP PM SOW No. 19.16.p* 18**

***SRWMD CTP COMS SOW No. 19.16.c* 18**

Task 1.1. Atkins Discovery and Independent QA/QC tasks under SRWMD FEMA Mapping Activities Statement 19.16.f

Perform Discovery

Responsible Mapping Partner: Suwannee River Water Management District (SRWMD) and FEMA-approved Contractor

Scope: Discovery begins once a watershed has been prioritized and sequenced. Discovery is the process of evaluating a watershed to determine what components of a Flood Risk Project may be appropriate. A Flood Risk Project may include regulatory and non-regulatory flood hazard identification, risk assessment, Mitigation Planning Technical Assistance, and outreach and communication assistance. The Flood Risk Project may include one of these elements or all of these elements, depending on the need in the watershed. Discovery is divided into six main activities — Watershed Stakeholder Coordination, Data Analysis, Discovery Meeting, Post-Meeting Coordination, Database Updates and Project Refinement.

Numerous templates have been created to aid the CTP during Discovery. Please contact the Region to obtain the templates. These templates can be utilized during Discovery as necessary and appropriate for the project. Mapping Partners may revise or change these Discovery templates as needed, in coordination with the Regional Office.

Stakeholder Coordination

Stakeholder engagement begins with upfront coordination with the PMT to plan the Discovery effort, identify roles and responsibilities, and plan the level of stakeholder engagement. Coordination with this team, including state and FEMA representatives with mapping, risk, and mitigation expertise, should be ongoing throughout Discovery. In addition to collecting data from national and state datasets and mitigation plans, information about communities is collected through two-way information exchange before the Discovery Meeting. All activities leading up to the Discovery Meeting are intended to increase involvement, build partnerships, reduce the potential for conflict, and ensure that more people are engaged in discussing local risks and considering mitigation actions from day one. Some examples of pre-Discovery Meeting activities might include:

Community Understanding Activities – Community understanding activities include developing community profiles to better understand communities throughout the watershed before Discovery begins. A community profile may include information such as where people live and work, their incomes, the hazards they are subject to, frequency and intensity of those hazards impacting the community, and goals and strategies from their mitigation plan.

Development of an engagement plan – To reach the key community stakeholders, such as local officials and community partners, and to develop or enhance relationships with key community stakeholders to increase the reach of messages about risk and to improve the local will and ability to take mitigation actions.

Introductory and Pre-call Screenings – Introductory and pre-call screening activities include conducting a pre-Discovery interview with each of the key influencers to ensure understanding

of FEMA's involvement with the community, as well as more information on what is important to the influencer.

Data Analysis

Data and information collected during the initial stakeholder engagement phase, along with a robust, thoughtful analysis, is included in a Discovery Report and Map. A draft version of the Discovery Report and Map shall be shared with stakeholders before or during the Discovery Meeting.

Discovery Meeting

All communities and other stakeholders as identified by the PMT are invited to the Discovery Meeting. The Discovery Map will act as a facilitation tool during the meeting to support discussions about RiskMAP, the watershed vision, local flood-related concerns and potential mitigation strategies, regulatory map study needs, risk assessment, and local communication capabilities and responsibilities. Newly identified or improved mitigation strategies should be documented at the meeting, as well as support needed for communities to advance mitigation actions.

Activities may include:

- Develop an engagement plan to reach the key community stakeholders, such as local officials and community partners, during Discovery;
- Develop or enhance relationships with key community stakeholders to increase the reach of messages about risk and to improve the local will and ability to take mitigation actions;
- Drive attendance with outreach to meeting invitees through personalized emails and calls;
- Develop a baseline to inform the creation of a Resilience Activity Roadmap, including identifying real risk and pain points for hazards;
- Track engagement efforts and responses to reflect ongoing work;
- Facilitate meeting and breakout sessions;
- Develop an outreach toolkit (select from materials such as a fact sheet, talking points, social media template, FAQs, brochures, and media engagement);
- Develop a community-specific infographic or dashboard to help local officials visualize complex ideas;
- Create a Discovery Report (20-30 pages);
- Collect Project Charters (if used);
- Conduct a post-meeting review session with the study team and provide a future recommendations report (1-2 pages);
- Create a post-meeting outreach plan with a public awareness toolkit and coordination with community officials to identify available resources to promote flood risk education;
- Provide mitigation assistance to the community to increase their ability to act.

Post Meeting Coordination

After the Discovery Meeting, the Mapping Partner shall provide meeting notes, outreach materials, and updated contacts to the attendees and stakeholders. The Mapping Partner shall collect Project Charters (if used). The Mapping Partner will update the Discovery Map and Report to reflect the meeting discussions and include recommendations for a Flood Risk Project. A final Discovery Map,

Report, and appropriate data are provided to stakeholders. A list of all actions discussed with the communities will be provided to FEMA within two weeks after Meetings are held.

Database Updates

After the Discovery Meeting, four sources must be updated:

- The Coordinated Needs Management Strategy (CNMS) Regional File Geodatabase shall be updated to reflect information gathered during Discovery, for needs and/or requests as appropriate.
 - Updated, cleaned, linework reflecting any new validation that has changed as a result of evaluation or determination of study during Discovery.
 - Supporting documentation for new validation.
 - An updated requests layer containing all requests made as part of Discovery.
 - A self-Certified CNMS spatial database using the CNMS QC tool.
 - CNMS database will be updated to reflect the status of all streams within the watershed, whether scoped or not.
- The P4 and MIP should be updated per the Geospatial Data Coordination (GDC) Guidance to reflect data collected.
- The final Discovery Report, Map, and appropriate data must be uploaded to the MIP.

Standards: All Discovery process work shall be performed in accordance with the standards specified in Section 5 – Standards.

Deliverables: The CTP shall produce deliverables listed in the Discovery Capture section within the most currently dated “Technical Reference: Data Capture” document, located at <https://www.fema.gov/media-library/assets/documents/34519>, made available to FEMA by uploading the digital data to the MIP in accordance with the schedule outlined in Section 6. The deliverables shall also include:

- CNMS Regional File Geodatabase reflected with updated request area(s) and/or existing inventory in study extents and attributes as evaluated during the Discovery process. The updated CNMS database shall be delivered to the respective FEMA Region or its designee within 15 days of completion of Discovery.

Total Fees for Discovery (See Figure 1 for details):

Econfina-Steinhatchee Watershed	\$55,720
Waccasassa Watershed	\$58,620
Withlacoochee Watershed	\$51,660
Total Fees for Discovery	\$166,000

Perform Independent QA/QC: Topographic Elevation Data

Responsible Mapping Partner: Suwannee River Water Management District (SRWMD) and Study Contractor.

Scope: The Independent QA/QC Mapping Partner shall perform an impartial review of the mapping data defined in Table 1.5 under Develop Topographic Data to ensure that these data are consistent with FEMA standards and standard engineering practice and are sufficient to prepare the FIRM. FEMA may audit or assist in these activities if deemed to be necessary by the Regional Project Officer.

Please note FEMA will also be performing periodic audits and overall study/project management to ensure study quality. The CTP will be responsible for addressing any and all comments resulting from independent QC, including resubmittal of deliverables as needed to pass technical review.

Standards: All Topographic Elevation Data tasks shall be reviewed in accordance with the standards specified in Section 5 – Standards.

Deliverables: The responsible Mapping Partner(s) shall produce items listed in the New or Existing Topographic Data Capture section within the most currently dated “Technical Reference: Data Capture” document, located at <https://www.fema.gov/media-library/assets/documents/34519>, made available to FEMA by uploading the digital data to the MIP in accordance with the schedule outlined in Section 6.

Perform Independent QA/QC: Base Map

Responsible Mapping Partner: Suwannee River Water Management District (SRWMD) and Study Contractor.

Scope: The Independent QA/QC Mapping Partner shall perform an impartial review of the base map obtained and prepared by the CTP to ensure it includes data consistent with FEMA standards and sufficient to include on the FIRM. Any needed edits should be made to the product to comply with FEMA standards.

Please note FEMA will also be performing periodic audits and overall study/project management to ensure study quality. The CTP will be responsible for addressing any and all reasonable comments resulting from independent QC of the base map, including resubmittal of deliverables as needed to pass technical review.

Standards: All Independent QA/QC work shall be performed in accordance with the standards specified in Section 5 – Standards.

Deliverables: The responsible Mapping Partner(s) shall produce items listed in the Base Map Data Capture section within the most currently dated “Technical Reference: Data Capture” document, located at <https://www.fema.gov/media-library/assets/documents/34519>, made available to FEMA by uploading the digital data to the MIP in accordance with the schedule outlined in Section 6.

Perform Independent QA/QC: Hydrologic Data

Responsible Mapping Partner: Suwannee River Water Management District (SRWMD) and Study Contractor.

Scope: The Independent QA/QC Mapping Partner shall perform an impartial review of the technical, scientific, and other information submitted by the CTP specific to the hydrologic analyses to ensure that the data and modeling are consistent with FEMA standards and standard engineering practice and are sufficient to prepare the FIRM. FEMA may audit or assist in these activities if deemed to be necessary by the Regional Project Officer. This work shall include, at a minimum, the activities listed below. Please note FEMA will also be performing periodic audits and overall study/project management to ensure study quality. Where paper documentation is required by state law for professional certifications, the CTP may submit the paper in addition to a scanned version of the paper for the digital record. Please coordinate with the regional and/or state representative to verify state reporting requirements.

- Review the submittal for technical and regulatory adequacy, completeness of required information, and supporting data and documentation. The technical review is to focus on the following:
 - Use of acceptable models;
 - Use of appropriate methodology(ies);
 - Correctly applied methodology(ies)/model(s), including QC of input parameters;
 - Comparison with gage data and/or regression equations, if appropriate;
 - Comparison with discharges for contiguous reaches or flooding sources throughout the watershed.
- Verify that the data was submitted under the applicable folders on the MIP as described in the “Technical Reference: Data Capture” and “Guidance: Data Capture” documents.
- Maintain records of all contacts, reviews, recommendations, and actions and make the data readily available to FEMA.
- The reviewing Mapping Partner must document the results of the review in a memorandum or letter, send it to the Mapping Partner that performed the hydrologic analysis, and post it to the MIP through the Independent QA/QC of Hydrologic Analyses task. The review document must present specific comments and may include any new calculations or model runs in support of the review.

Standards: All Independent QA/QC work shall be performed in accordance with the standards specified in Section 5 – Standards.

Deliverables: The responsible Mapping Partner(s) shall produce items listed in the Hydrology Data Capture section within the most currently dated “Technical Reference: Data Capture” document, located at <https://www.fema.gov/media-library/assets/documents/34519>, made available to FEMA by uploading the digital data to the MIP in accordance with the schedule outlined in Section 6. Additionally, the TSDN must be delivered in accordance with Section 2 – Technical and Administrative Support Data Submittal.

This submittal will occur in accordance with the schedule outlined in Section 6 – Schedule.

- A Summary Report that documents the findings of the independent QA/QC review.

- Recommendations to resolve any problems that are identified during the independent QA/QC review.

Perform Independent QA/QC: Hydraulic Data

Responsible Mapping Partner: Suwannee River Water Management District (SRWMD) and Study Contractor.

Scope: The Independent QA/QC Mapping Partner shall perform an impartial review of the technical, scientific, and other information submitted by the CTP under Hydraulic Analysis to ensure that the data and modeling are consistent with FEMA standards, guidance, and standard engineering practice and are sufficient to revise the FIRM. FEMA may audit or assist in these activities if deemed to be necessary by the Regional Project Officer. This work shall include, at a minimum, the activities listed below.

Please note FEMA will also be performing periodic audits and overall study/project management to ensure study quality. The CTP will be responsible for addressing any and all comments resulting from independent QC, including resubmittal of deliverables as needed to pass technical review.

- Review the submittal for technical and regulatory adequacy, completeness of required information, and supporting data and documentation. The technical review is to focus on the following:
 - Use of acceptable model(s)
 - Use of appropriate methodology(ies)
 - Starting water-surface elevations
 - Cross-section geometry
 - Manning’s “n” values and expansion/contraction coefficients
 - Bridge and culvert modeling
 - Ineffective and non-conveyance areas
 - Flood discharges
 - Regulatory floodway computation methods
 - Tie-in to upstream and downstream non-revised Flood Profiles and floodways
 - Agreement between the model, spatial data, work maps, Flood Profiles and Floodway Data Tables
 - Calibration of model(s), where high-water marks are available
 - Floodplain and floodway boundaries for the 1% and 0.2% annual chance events
- Verify that the data was submitted under the applicable GEOGRAPHIC FOOTPRINT folders in the MIP.
- Use the CHECK-2 or CHECK-RAS program, as appropriate, to flag potential problems and focus review efforts.
- Maintain records of all contacts, reviews, recommendations, and actions and make the data readily available to FEMA.
- Maintain an archive of all data submitted for hydraulic modeling review. (All supporting data must be retained for three years from the date a funding recipient submits its final expenditure report to FEMA, and once the study is effective all associated data should be submitted to the FEMA library).
- The reviewing Mapping Partner must document the results of the review in a memorandum or letter, send it to the Mapping Partner that performed the hydraulic analysis and post it to the MIP

through the Independent QA/QC of Hydraulic Analyses task. The review document must present specific comments and may include any new calculations or model runs in support of the review.

Standards: All Independent QA/QC work shall be performed in accordance with the standards specified in Section 5 – Standards.

Deliverables: shall produce items listed in the Hydraulics Data Capture section within the most currently dated “Technical Reference: Data Capture” document, located at <https://www.fema.gov/media-library/assets/documents/34519>, made available to FEMA by uploading the digital data to the MIP in accordance with the schedule outlined in Section 6. Where paper documentation is required by state law for professional certifications, the CTP may submit the paper in addition to a scanned version of the paper for the digital record. Please coordinate with the regional and/or state representative to verify state reporting requirements.

- A Summary Report that describes the findings of the independent QA/QC review;
- Recommendations to resolve any problems that are identified during the independent QA/QC review.

Perform Independent QA/QC: Floodplain Mapping

Responsible Mapping Partner: Suwannee River Water Management District (SRWMD) and Study Contractor.

Scope: The Independent QA/QC Mapping Partner shall perform impartial review of the floodplain mapping submitted by the CTP under Floodplain Mapping to ensure that the results of the analyses performed are accurately represented, the redelineation of existing data on new, updated topography is appropriate, and to ensure that the new FIRM panels accurately represent the information shown on the effective FIRMs and FBFMs for the unrevised areas that are mapped. FEMA may audit or assist in these activities if deemed to be necessary by the Regional Project Officer. This work shall include, at a minimum, the activities listed below.

Please note FEMA will also be performing periodic audits and overall study/project management to ensure study quality. The CTP will be responsible for addressing any and all comments resulting from independent QC, including resubmittal of deliverables as needed to pass technical review.

- Review the cross sections for proper location and orientation on the work map and agreement with the Floodway Data Table and Flood Profiles.
- Review the BFEs and coastal flood zones (both Zones VE and Zones AE) shown on the work map for proper location and agreement with the results of the coastal modeling.
- Review the regulatory floodway widths for agreement with the widths shown in the Floodway Data Table.
- For non-revised floodplain areas, the 1 percent and 0.2 percent annual chance floodplain boundaries agree with the floodplain boundaries shown on the FIRM, the contour lines, other topographic information, and planimetric information shown on the FIRM base.
- Road and floodplain relationships are maintained for all unrevised areas.
- Review the flood insurance risk zones as shown on the work maps to ensure the data are labeled properly.

- Review the FIRM mapping files to ensure the data were prepared in accordance with FEMA standards.
- Review the metadata files to ensure the data includes all required information shown in the NFIP Metadata Profiles Specification.
- Review that effective LOMCs for all affected communities on the FIRM were accounted for.
- Verify that the data was submitted under the applicable GEOGRAPHIC FOOTPRINT folders.

Standards: All Independent QA/QC work shall be performed in accordance with the standards specified in Section 5 – Standards.

Deliverables: The responsible Mapping Partner(s) shall produce items listed in the Floodplain Mapping Data Capture section within the most currently dated “Technical Reference: Data Capture” document, located at <https://www.fema.gov/media-library/assets/documents/34519>, made available to FEMA by uploading the digital data to the MIP in accordance with the schedule outlined in Section 6.

- A Summary Report that describes the findings of the QA/QC review, noting any deficiencies in or agreeing with the mapping results.
- Recommendations to resolve any problems that are identified during the independent QA/QC review.
- An annotated work map with all questions and/or concerns indicated, if necessary.
- If data changed during review, then updated deliverables for previous tasks will be submitted at this time.

Perform Independent QA/QC: Produce Preliminary Map Products

Responsible Mapping Partner: Suwannee River Water Management District (SRWMD) and Study Contractor.

Scope: Upon completion of the floodplain mapping and re-delineation activities, the Independent QA/QC Mapping Partner shall perform an impartial review of the FIRM spatial database to determine if it meets current FEMA database specifications. In addition, the Independent QA/QC Mapping Partner shall review the FIRM to ensure it meets current FEMA graphic specifications. The CTP shall coordinate with other entities, as necessary, to resolve any problems identified during this QA/QC review. FEMA may audit or assist in these activities if deemed to be necessary by the Regional Project Officer.

Please note FEMA will also be performing periodic audits and overall study/project management to ensure study quality. The CTP will be responsible for addressing any and all comments resulting from independent QC, including resubmittal of deliverables as needed to pass technical review.

This work shall ensure that the requirements below are met.

- All required FIRM features are accurately and legibly labeled and following the examples shown in the FEMA FIRM specifications. This includes all flood insurance risk zones, BFEs, gutters, cross sections, transects, studied streams and shorelines, mapped political entities, and all roads within and adjacent to the 1 percent annual chance floodplains.
- All FIRM features are correctly symbolized with the appropriate symbol, line pattern, or area shading and follow FEMA standards.

- All map collar information is complete, correct, and follows FEMA standards.
- Preliminary FIRM database is in a GIS file and database format as specified in FEMA standards, and conform to those specifications for content and attribution.
- FIRM database files are in one of the database formats specified in FEMA standards, and conform to those specifications for content and attribution.
- Assess risk assessment products for compliance with FEMA standards if applicable.
- Review and affirm that Preliminary SOMAs were accurately created for applicable communities.
- Perform any needed updates to the CNMS database for the project area of interest.
- Updated, cleaned, linework reflecting any change in status or attribution as a result of scope change during the production period and updated to “Being Studied” where applicable.
- Supporting documentation for new validation.
- An updated requests layer containing all requests made as part of production related to items discovered as part of the study process.

Standards: All FIRM Database Development work shall be performed in accordance with the standards specified in Section 5 – Standards.

Deliverables: The responsible Mapping Partner(s) shall produce items listed in the Produce Preliminary Products Data Capture section within the most currently dated “Technical Reference: Data Capture” document, located at <https://www.fema.gov/media-library/assets/documents/34519>, made available to FEMA by uploading the digital data to the MIP in accordance with the schedule outlined in Section 6.

Independent QA/QC of Flood Risk Products

Responsible Mapping Partner: FEMA (or contractor with Region approval)

Scope: Independent QC review activities may be performed by the CTP and its Program Management Consultant or FEMA’s contractor at the discretion of FEMA. If the CTP and its Program Management Consultant will be utilizing its staff and/or contractors to do the QC review, this will be identified during project planning and Discovery. The CTP and its Program Management Consultant will be responsible for addressing all comments resulting from independent QC, including resubmittal of deliverables as needed to pass technical review.

Standards: All RiskMAP work shall be performed in accordance with the standards specified in Section 5 – Standards.

Deliverables: SRWMD and its contractors shall produce items listed in the Flood Risk Products Data Capture section within the most currently dated “Technical Reference: Data Capture” document, located at <https://www.fema.gov/media-library/assets/documents/34519>, made available to FEMA by uploading the digital data to the MIP in accordance with the schedule outlined in Section 6. The current MIP Guidance document includes a section for data upload methods and limitations. The guidance also explains how performance will be tracked for Flood Risk Products.

Deliverables should be submitted through to the Regional office with coordination of the RSC. SRWMD and its contractors are responsible for confirming and/or obtaining any revised or updated guidance from the region or RSC lead.

Data from flood hazard assessment will be coordinated with your Regional POC and submitted 60 days prior to release of this data to the general public. Data to be submitted to FEMA for this review may include:

- Narrative of assumptions made and approaches taken for analysis.
- The Hazus system files (.hpr files).
- Global summary report.
- Direct damage and contents data used to populate tables in Flood Risk Report.
- Updated local parcel/building information, topographic data, etc. used in analysis.
- Description of data used that were not part of the default Hazus data sets.

Total Fees for Independent QA/QC of Econfina-Steinhatchee Watershed; plus, additional Upper and Lower Suwannee Watershed tasks under MAS 19.16.f (See Figure 1 for details): \$92,485

Mapping Activities Statement 19.16.f SECTION 5 – STANDARDS

The standards relevant to this MAS are presented in FEMA Policy 204-078-1 Standards for Flood Risk Analysis and Mapping, Revision 8, dated February 2019, located at <http://www.fema.gov/media-library/assets/documents/35313>. This Policy supersedes all previous standards included in the *Guidelines and Specifications for Flood Hazard Mapping Partners*, including all related appendices and Procedure Memorandums (PMs). Additional information and links to FEMA Technical References, , guidance documents, templates and other resources may be accessed and downloaded at <http://www.fema.gov/guidelines-and-standards-flood-risk-analysis-and-mapping>. Revisions to the Policy memo are on a regular basis. Some changes / updates are considered low impact, not requiring any scope, financial, process or technology changes to implement. CTPs should always check for the latest version of the Policy memo to evaluate potential standards updates.

To facilitate the use of standards and related documents, users can access the FEMA *Guidelines and Standards Master Index* located here: www.fema.gov/media-library/assets/documents/94095. This index provides a cross-reference of documentation available for Flood Risk Projects, Letters of Map Change and related RiskMAP activities. The cross-referenced relationships are organized and accessible through linkages for standards, guidance, technical references and templates. The master index is updated in coordination with the FEMA Policy Memo noted above.

CTPs and their sub-awardees must comply with FEMA's Federal Regulations in Chapter 44 of the Code of Federal Regulations (CFR), specifically CFR Parts 65, 66 and 67, the Document Control Procedures Manual (available here: www.fema.gov/media-library/assets/documents/6859), and the appropriate year CTP Notice of Funding Opportunity and Agreement Articles. CTPs shall also coordinate with their Regional office to determine additional standards that should be met.

SCHEDULE

To accurately document RiskMAP activities, there are two tools available for identifying mapping activities as they align to the Mapping Information Platform (MIP). The activities documented in the MAS shall be completed in accordance with either Table 6.1 Project Activities Schedule or the

Mapping Information Platform (MIP) MAS/SOW Workbook.¹

Atkins will work with SRWMD, Region IV, and study consultants performing the work for which Atkins provides independent QA/QC to assist in submitting the MIP MAS/SOW Workbook or any other form that is representative of the schedule information required.

Total of Atkins Fees for Discovery and QA/QC as described above under Mapping Activities Statement No. 19.16.f: (See Figure 1 for details): \$258,485

¹ You must sign into the CTP Collaboration Center to access this form. If you are not a registered user, please visit: <https://www.surveymonkey.com/r/CTPCollaborationCenterRegistration>

Task 1.2. Atkins Program Management Tasks in accordance with Suwannee River Water Management District (SRWMD) COOPERATING TECHNICAL PARTNERS (CTP) PROGRAM MANAGEMENT (PM) STATEMENT OF WORK (SOW) No. 19.16.p

Atkins is responsible for the activities in the PM SOW 17.14.p. All tasks as shown in the attached SOW, except for revised schedule reflecting new start date as shown in PM SOW Table 5.1 below:

Table 5.1 Program Management Task Deliverables Schedule (revised)

MAS Activities	Deliverable	Deliverable Due Date	Submitted To
SRWMD FEMA Business Plan	<i>Business Plan Document</i>	<i>Draft August 2021 Final October 2021</i>	<i>SRWMD for FEMA PO</i>
Global Program Management (required)	<i>Program Management Plan</i>	<i>Ongoing through life of project</i>	<i>SRWMD</i>
CNMS Updates	<i>Updates to Expiring Miles</i>	<i>12 months from contract date</i>	<i>FEMA Region IV</i>

Total of Atkins Fees Not to Exceed for tasks under PM SOW 17.14.p: \$50,000

Task 1.3. Atkins Community Engagement Tasks in accordance with SRWMD COOPERATING TECHNICAL PARTNERS (CTP) COMMUNITY OUTREACH AND MITIGATION STRATEGIES (COMS) STATEMENT OF WORK (SOW) No. 19.16.c

Atkins is responsible for the activities in the COMS SOW 19.16.c (attached). All tasks as shown in the attached SOW, except for revised schedule reflecting new start date as shown in COMS Table 5.1 below:

Table 5.1: COMS Task Deliverables Schedule (revised)

Task and Activity			
SOW Task	Deliverable	Deliverable Due Date	Submitted To
Strategic Business Plan (required)	<i>Strategic Business Plan</i>	<i>Combined under Program Management</i>	<i>FEMA PO</i>
Strategic Planning for Community Engagement	<i>1) Relationship Management Plan 2) Communication and Outreach Strategy</i>	<i>8 months from contract date (for both)</i>	<i>FEMA PO</i>
Strategic Planning for Community Engagement	<i>New or updated Community Profile</i>	<i>Within 30 days of FEMA request or identification</i>	<i>FEMA PO</i>
Training and Community Development	Workshop based on needs identified – develop and deliver training (provide final attendee list and completed participant pre/post surveys)	One every two quarters	Community (FEMA PO)
Training and Community Development	<i>Community Planning Seminar – develop and deliver training</i>	<i>Fall target: October Spring target: April</i>	<i>Community (FEMA PO)</i>
COMS Special Project	<i>Package new models, link to website, update preliminary and effective data on website, website maintenance</i>	<i>As needed as new models are created and go to preliminary and effective status</i>	<i>SRWMD</i>

Total of Atkins Fees Not to Exceed for tasks under COMS SOW 19.16.c: \$175,000

Atkins Total Compensation for TWA01 under SRWMD Contract 20/21-07012

Total of Atkins Fees under TWA01 Not to Exceed \$647,885. Funded under FY19 FEMA RiskMAP Grant, and detailed in the following: the SRWMD Mapping Activities Statement MAS 19.16.f (Discovery and QA/QC tasks only, as described in MAS 19.16.f excerpts inserted above); all tasks in the PM SOW 19.16.p (attached), all tasks in the COMS SOW19.16.c (attached).

The breakdown of fee totals is outlined in Figure 1 below.

Figure 1. FY19 FEMA Grant Final SOWs and MAS Cost Development: Atkins Summary Scope and Fees

PM SOW			
	Hrs	Avg hrly	Totals
Business Plans (merged with COMS)	36	\$167	\$6,000
Global Program Management (required)	527	\$167	\$88,000
Coordinated Needs Management Strategy (CNMS)	755	\$155.50	\$117,400
Programmatic QA/QC Plans	20	\$150	\$3,000
PM SOW Total			\$214,400
COMS SOW			
Global Outreach for Mapping	140	\$143	\$20,000
Strategic Planning for Community Engagement	75	\$160	\$12,000
Meetings and Process Facilitation	53	\$151	\$8,000
Mitigation Support	68	\$148	\$10,000
Training and Community Development	72	\$135	\$21,000
Mitigation Planning Technical Assistance	16	\$150	\$4,000
COMS Special Projects			
Package new RiskMAP H&H with GIS and metadata in standardized zip file for download	80	\$135	\$10,800
Link new model zipfiles to website reaches and watersheds; update effective products.	120	\$142	\$17,040
Apply updates to website for new prelim and effective flood zones, flood elevation rasters, and non-regulatory products.	160	\$144	\$23,040
Test performance, fine tune, notify communities, track usage	96	\$150	\$14,400
Modify srwmdfloodreport to accept a property id following the url and generate a flood report	80	\$155	\$12,400
Research and integrate links to elev certificates	64	\$155	\$9,920
Test site security and operational updates	40	\$155	\$6,200
Scope 3D flood risk visualization options	40	\$155	\$6,200
Special Projects Total	680	\$149	\$100,000
COMS Total			\$175,000
SRWMD FY19 FLOOD RISK MAS			
1. Econfina-Steinhatchee Cost Estimate	Hrs	Avg hrly	Totals
Discovery			
Stakeholder Engagement/Community Interviews	80	\$130	\$10,400
Data Analysis	120	\$125	\$15,000
Discovery Meetings and Reports	100	\$140	\$14,000
Follow-up and Scoping	80	\$165	\$13,200
Data Updates/CNMS	26	\$120	\$3,120
Econfina Discovery			\$55,720
FloodRisk Project Independent QA/QC	Task	QA/QC Cost	
Structures survey (10) Independent QA/QC	Survey	\$1,500	
Basemap Independent QA/QC	Base Map	\$1,000	
Existing LiDAR DEM Independent QC	Topo	\$1,000	
9 HUC10 Watersheds Independent QC	Hydrology	\$18,000	
Zone A (331 miles), AE (25 miles) QA/QC	Hydraulics & Flood Mapping	\$19,363	
Three Counties Independent QA/QC	DFIRM DB	\$900	
131 Panels, 1 index, FIS Independent QA/QC	Prelim Products	\$18,640	
Region IV Std Non-Regulatory Prod Independent QA/QC	Non-Regulatory Products	\$2,925	
Econfina-Steinhatchee Flood Risk Project			\$63,328

Figure 1 Continued. FY19 FEMA Grant : Atkins Summary Scope and Fees

SRWMD FY19 FLOOD RISK MAS (continued)			
2. Upper Suwannee Cost Estimate (Additional Stream Miles and Panels)	Task	QA/QC Cost	
Zone A, AE & Leveraged AE (Add 39 miles leveraged AE)	Hydraulics	\$5,631	
122 panels, 1 index (additional funds for more Zone AE)	Prelim Products	\$862	
Upper Suwannee Total		\$6,493	
3. Lower Suwannee Cost Estimate (Additional Stream Miles and Panels)	Task	QA/QC Cost	
Add 2 HUC10 areas	Hydrology	\$3,379	
Zone A, AE & Leveraged AE (Add 58 miles Leveraged AE)	Hydraulics	\$10,234	
77 additional panels (117+77=194) panels, 1 index	Prelim Products	\$9,051	
Lower Suwannee Total		\$22,664	
4. Waccasassa and Withlacoochee Discovery	Hrs	Avg hrly	Totals
Waccasassa Discovery			
Stakeholder Engagement/Community Interviews	100	130	\$13,000
Data Analysis	100	125	\$12,500
Discovery Meetings and Reports	120	140	\$16,800
Follow-up and Scoping	80	165	\$13,200
Data Updates/CNMS	26	120	\$3,120
Waccasassa Discovery Total			\$58,620
Withlacoochee Discovery			
Stakeholder Engagement/Community Interviews	80	130	\$10,400
Data Analysis	100	125	\$12,500
Discovery Meetings and Reports	100	140	\$14,000
Follow-up and Scoping	72	165	\$11,880
Data Updates/CNMS	24	120	\$2,880
Withlacoochee Discovery Total			\$51,660
PM, CNMS & COMS Total		\$ 389,400	
FLOOD RISK MAS Total		\$ 258,485	
ATKINS TOTAL TWA 01 FROM FY19 FEMA GRANT		\$ 647,885	

Attachments:

SRWMD CTP PM SOW No. 19.16.p

SRWMD CTP COMS SOW No. 19.16.c

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

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 26, 2021

RE: Clarifications to a Regional Initiative Valuing Environmental Resources Cost-Share Program Approved Project

RECOMMENDATION

Accept the clarification to the project description for the SE Old County Camp Road Stormwater Facility Project which was one of the Regional Initiative Valuing Environmental Resources Cost-Share Program approved projects.

BACKGROUND

On November 29, 2020, the Governing Board authorized the Executive Director to enter into agreements with the appropriate entities for the Fiscal Year 2020-2021 Regional Initiative Valuing Environmental Resources (RIVER) Cost-Share Program.

The information provided on one of the approved projects, SE Old County Camp Road Stormwater Facility, was incorrectly stated in the board materials. Therefore, the information provided below intends to accurately clarify the project information.

Original

The SE Old County Camp Road Stormwater Facility in Madison County will obtain easements over three properties (approximately 78 Acres) to increase the volume of pond storage capacity to reduce flooding on 91 acres affecting 28 parcels in Madison County. The RIVER Grant requested amount is \$100,000 with an applicant's share of \$317,554.

Updated

The SE Old County Camp Road Stormwater Facility in Madison County project will obtain an easement over one property (approximately 50 Acres) to increase the volume of pond storage capacity to reduce flooding on 91 acres affecting 28 parcels in Madison County. The RIVER Grant requested amount is \$100,000 with an applicant's share of \$268,075 for this phase. This RIVER grant application is for phase 1 of two potential phases. Madison County intends to send in an application in next year's funding cycle for phase 2 which will then be reviewed by staff.

PW/tm

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

FROM: Libby Schmidt, Project Manager, Office of Agriculture and Environmental Projects

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

DATE: February 26, 2021

RE: Contract to Provide Precision Agriculture Cost-Share Funding to Putnal Farms

RECOMMENDATION

Authorize the Executive Director to enter into contract with Putnal Farms, in the amount not to exceed 52,500.

BACKGROUND

At the September 20, 2017, Governing Board meeting, the Board approved the District to enter into a contract with the Florida Department of Environmental Protection (FDEP) to receive \$2,000,000 in Springs Funding for a Precision Agriculture Cost-Share Program. Subsequently, at the July 9, 2019 Governing Board meeting, the Board approved the District to enter into a contract amendment with FDEP to receive an additional \$3,000,000 in Springs Funding for the same Precision Agricultural Cost-Share Program. Under this program, agriculture producers were invited to submit proposals to implement precision agriculture practices on their operations that will cost-effectively reduce nutrients (nitrogen) in groundwater that contributes to spring flow.

Precision agriculture practices include precision soil mapping, aerial imagery, grid soil sampling, tissue sampling, variable rate nutrient application, and side-dressing equipment. Based on the evaluation criteria, one applicant is being recommended for cost-share funding today.

Putnal Farms has applied for parts of the Precision Agriculture Cost-Share Program, including grid soil sampling and variable rate nutrient application. These projects combined consist of approximately 2,500 acres located in the Suwannee River Basin Management Action Plan area, Western Water Supply Planning Area, and the Troy Peacock Lafayette Blue Falmouth Priority Focus Area. It is estimated that 62,500 pounds of nitrogen loading will be reduced at a cost of \$0.84 per pound of nitrogen reduced. The total cost of this project is estimated at \$70,000. FDEP Springs Funding will contribute \$52,500 or 75% of the project's costs, with the producers contributing \$17,500 or 25% of the total project cost. See Exhibit A for a detailed project cost breakdown.

Funding for this project is included in the Fiscal Year 2020-2021 Final Budget account code 06-2586-7-2400-18-01.

LMS/tm
Attachments

Exhibit A – Itemized List

Producer	Item	Maximum Cost-Share	Quantity	SRWMD Total	Producer Share
Putnal Farms	Precision Soil Sampling	\$7.00	2,500	\$17,500.00	\$5,833.33
Putnal Farms	Variable Rate Nutrient Application ¹	\$7.00	5,000	\$35,000.00	\$11,666.67
Project(s) Total:				\$52,500.00	\$17,500.00

¹This item can be reimbursed twice per year at a maximum of \$7 per acre.

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

FROM: Libby Schmidt, Project Manager, Office of Agriculture and Environmental Projects

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

DATE: February 26, 2021

RE: Contract to Provide Precision Agriculture Cost-Share Funding to Murray Tillis

RECOMMENDATION

Authorize the Executive Director to enter into contract with Murray Tillis, in the amount not to exceed \$105,000.

BACKGROUND

At the September 20, 2017, Governing Board meeting, the Board approved the District to enter into a contract with the Florida Department of Environmental Protection (FDEP) to receive \$2,000,000 in Springs Funding for a Precision Agriculture Cost-Share Program. Subsequently, at the July 9, 2019 Governing Board meeting, the Board approved the District to enter into a contract amendment with FDEP to receive an additional \$3,000,000 in Springs Funding for the same Precision Agricultural Cost-Share Program. Under this program, agriculture producers were invited to submit proposals to implement precision agriculture practices on their operations that will cost-effectively reduce nutrients (nitrogen) in groundwater that contributes to spring flow.

Precision agriculture practices include precision soil mapping, aerial imagery, grid soil sampling, tissue sampling, variable rate nutrient application, and side-dressing equipment. Based on the evaluation criteria, one applicant is being recommended for cost-share funding today.

Murray Tillis has applied for parts of the Precision Agriculture Cost-Share Program including grid soil sampling and variable rate nutrient application. These projects combined consist of approximately of 5,000 acres which are located in the Santa Fe and Suwannee River Basin Management Action Plan areas, the Eastern and Western Water Supply Planning Area, and the Fanning-Manatee and Devils Ear Priority Focus Areas. It is estimated that 126,000 pounds of nitrogen loading will be reduced at a cost of \$0.83 per pound of nitrogen reduced. The total cost of this project is estimated at \$140,000. FDEP Springs Funding will contribute \$105,000 or 75% of the project's costs, with the producer contributing \$35,000. or 25% of the total project cost. See Exhibit A for a detailed project cost breakdown.

Funding for this project is included in the Fiscal Year 2020-2021 Final Budget account code 06-2586-7-2400-18-01.

LMS/tm
Attachments

Exhibit A – Itemized List

Producer	Item	Maximum Cost-Share	Quantity	SRWMD Total	Producer Share
Murray Tillis	Precision Soil Sampling	\$7.00	5,000	\$35,000.00	\$11,666.67
Murray Tillis	Variable Rate Nutrient Application ¹	\$7.00	10,000	\$70, 00.00	\$23,333.33
Project(s) Total:				\$105,000.00	\$35,000.00

¹This item can be reimbursed twice per year at a maximum of \$7 per acre.

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board
FROM: Bill McKinstry, Chief, Office of Land Management
THRU: Tom Mirti, Deputy Executive Director, Water and Land Resources
DATE: February 28, 2021
RE: District Land Management and Twin Rivers State Forest Activity Summary

BACKGROUND

District contractors completed the hydrological improvement project on the Lamont Tract.

District contractors continue to improve roads on the Bay Creek Tract and along the tracts associated with the Steinhatchee River.

District contractors are mowing roads on the tracts associated with the Santa Fe River.

District contractors began deconstructing old windrows on the Gar Pond Tract to prepare the site for longleaf pine planting next winter, improve the site for future prescribed fire, and improve the overall natural community.

District contractors began boundary line maintenance for this fiscal year.

District staff submitted a grant proposal for longleaf pine restoration in coordination with the Alachua Conservation Trust.

District staff completed invasive exotic plant treatments on the Lukens Tract.

District staff re-opened the Goose Pasture Tract for camping.

With Florida Forest Service (FFS) oversight, contractors completed the hand planting of 153,000 containerized longleaf pines on 210 acres on the Black and Ellaville tracts. This completes the pine reforestation projects for Fiscal Year 2020-2021 on Twin Rivers State Forest (TRSF).

Timber harvesting on the TRSF Ellaville #19 sale is ongoing. This is a final harvest of a 176-acre, 40-year-old, planted loblolly pine stand.

The site prep clearing (light pushing, piling, spot raking, and burning) of the 88.6-acre clearcut on the Westwood West Tract of TRSF commenced.

FFS staff received training on the SilvAssist Inventory Manager and SilvAssist Mobile Inventory method that replaces T-Cruise and will be used for future timber inventory projects on the TRSF. Using the new method, staff began taking inventory on the Ellaville Tract per this year's schedule.

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

Conservation Easement Monitoring: The Ragans Conservation Easement on the Aucilla River was inspected for term compliance.

Vegetation Management Projects: During the reporting period, 110 additional acres of woods mowing, and 113 acres of upland roller chopping was completed. Vegetation management work is being conducted for fuel reduction, natural community restoration, and wildfire mitigation purposes.

FY 2021 Activity Table – Vegetation Management (10/01/2020 – 02/09/2021)

ACTIVITY	ACRES		MILES	
	Planned	Complete	Planned	Complete
Herbicide	300	79	0	0
Roller Chop Uplands	248	113	0	0
Roller Chop (Mallory Swamp)	1000	0	0	0
Woods Mow	2000	131	0	0
Ditch Mow	0	0	25	20.6

Invasive Plant Monitoring Program: During the reporting period, five additional plant infestations were monitored or treated.

FY 2021 Activity Table – Invasive Plant Treatments (10/01/2020 – 02/09/2021)

ACTIVITY	INFESTATIONS	
	Planned	Complete
Invasive Plant	153	63

Rare Plant Monitoring Program: No additional rare plant occurrences were monitored during the reporting period.

FY 2021 Activity Table – Rare Plant Monitoring (10/01/2020 – 02/09/2021)

ACTIVITY	OCCURRENCES	
	Planned	Complete
Rare Plant Species Monitoring	140	0

Prescribed Fire Program:

- Contractors conducting prescribed burns on District lands include B&B Dugger (B&B), Schmidt Reforestation Services (SRS), and Wildlands Services (WS). Also, included in this report are the acres the FFS burns on TRSF. When available, the FFS will provide a crew to burn additional acres on both District tracts and TRSF.
- The following table provides information on the District’s Prescribed Burn Program through the reporting period. During this period, 1003 additional acres were burned.

FY 2021 Activity Table Prescribed Fire Summary Table (10/1/2020 – 02/09/2021)

	2021 TARGET ACRES	ACRES COMPLETED
SRWMD	7000	1,865
FFS TRSF	2000	160
TOTAL	9000	2,025

FY 2021 Activity Table - Prescribed Fire (10/01/2020 – 02/09/2021)

TRACT	COUNTY	B&B	WS	SRS	FFS COOP	FFS TRSF	TOTAL SRWMD ACRES	TOTAL TRSF ACRES	TOTAL WILDFIRE ACRES
Goose Pasture	Jefferson	268.9	0.0	0.0	0.0	0.0	268.9	0.0	0.0
Cabbage Grove	Taylor	193.2	0.0	0.0	0.0	0.0	193.2	0.0	0.0
Jennings Bluff	Hamilton	0.0	110.2	0.0	0.0	0.0	110.2	0.0	0.0
Cuba Bay	Madison	147.6	0.0	0.0	0.0	0.0	147.6	0.0	0.0
Hatchbend	Lafayette	0.0	91.0	0.0	0.0	0.0	91.0	0.0	0.0
Turner Bridge	Hamilton	0.0	152.1	0.0	0.0	0.0	152.1	0.0	0.0
Black	Madison	0.0	0.0	0.0	0.0	120.0	0.0	120.0	0.0
Sub Total for Period		609.7	353.3	0.0	0.0	120.0	963.0	120.0	0.0
Previous Acres Burned		862.2	0.0	0.0	0.0	40.0	902.0	40.0	0.0
Total Acres		1471.9	353.3	0.0	0.0	160.0	1865.2	160.0	0.0

Timber Sales:

Activity Table – Open and Recently Completed Timber Sales

TRACT	CONTRACT	ACRES	TONS HARVESTED	REVENUE	STATUS	CONTRACT END DATE
Wolf Creek #1	19/20-011	72			Inactive	4/2/2021
Cuba Bay	19/20-129	315			Inactive	3/4/2021
Steinhatchee Springs #19	19/20-139	330			Inactive	3/13/2021
Steinhatchee Springs #20	19/20-145	208			Inactive	04/24/2021
Steinhatchee Springs #21	19/20-146	366			Inactive	04/24/2021
Ellaville #19	20/21-009	176			Inactive	10/14/2021
Ellaville #20	20/21-013	276			Inactive	10/26/2021
Westwood West #4	20/21-010	89		\$133,107.77	Complete	10/14/2021
Nature Coast Wellfield #2	20/21-011	110			Inactive	10/26/2021
Seven Bridges #1	20/21-012	224			Inactive	10/26/2021
Sandlin Bay #6	20/21-075	192			Contract Pending	
Sandlin Bay #7	20/21-076	219			Contract Pending	
Sandlin Bay #8	20/21-077	233			Contract Pending	
High Springs Wellfield #1	20/21-088	239			Contract Pending	

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board
FROM: Bill McKinstry, Chief, Office of Land Management
THRU: Tom Mirti, Deputy Executive Director, Water and Land Resources
DATE: February 28, 2021
RE: Upper and Middle Suwannee Tracts Road Repairs

RECOMMENDATION

Approve Task Work Assignment 20/21-003.008 with Perpetual Contracting, LLC for road repair work to be conducted on District tracts located along the upper and middle Suwannee River, in an amount not to exceed \$50,000.00.

BACKGROUND

The intent of this task work assignment is to conduct regular road maintenance on District tracts located along the upper and middle Suwannee River. These tracts include Little Shoals, Gar Pond, White Springs, Blue Sink, Swift Creek, Woods Ferry, Mattair Springs, Christian, Adams, Grady, Ruth Springs, Owens Springs, and Walker tracts. There are approximately 14 total road miles planned for repair.

Funding for this project is included in the Fiscal Year 2020-2021 Final Budget under account code 13-2-586-3-3100-05-07.

WI/pf

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

FROM: Darlene Velez, Chief, Office of Water Resources

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

DATE: February 28, 2021

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. As of February 8, 2021, the District has permitted 1,796 (250.8 MGD) irrigation wells which include a water use monitoring condition, of which 1,423 (213.8 MGD) wells are active, i.e., the wells have been drilled already. The District is monitoring 1,391 (210.1 MGD) of the 1,423 active wells. The remaining 32 active wells not yet monitored are scheduled for site visits to determine the type of monitoring that will be implemented.

Where possible, agricultural water use is estimated using monthly electric 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, the farmer agreements authorizing the District to receive power usage reports directly from the cooperatives are in effect on 700 (132.5 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 263 (45.7 MGD) telemetry systems installed by the District for this purpose.

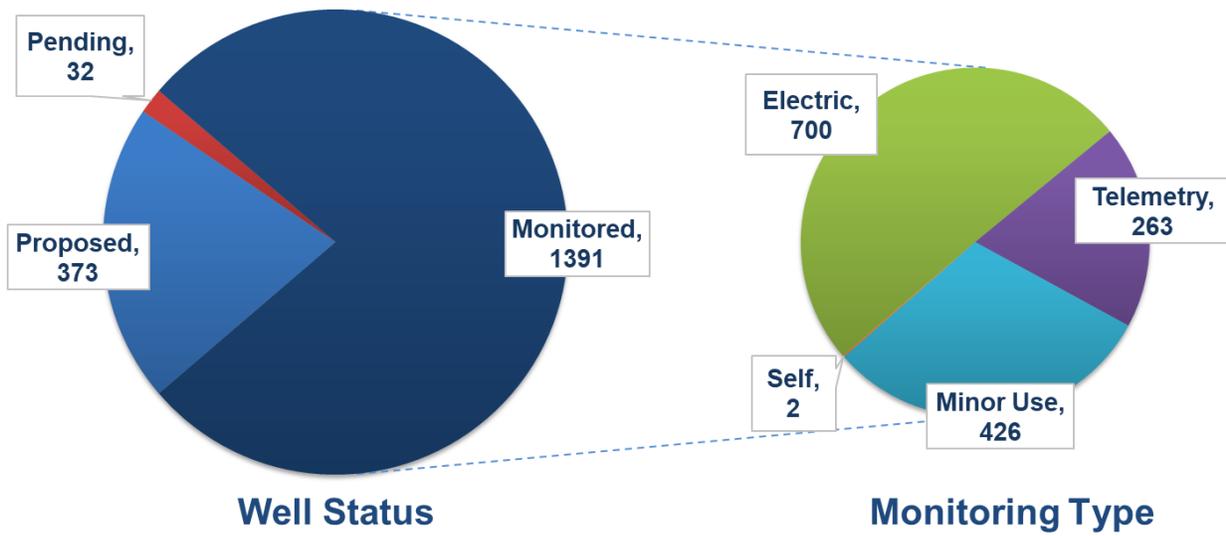
Some withdrawal points have very limited use (< 0.05 MGD each) and are monitored for status changes by individual site visits. There are currently 426 (31.6 MGD) limited use monitoring points in the District. Some users monitor their own water use and report that data to the District. There are currently 2 (0.3 MGD) self-monitored points.

Since April 2017, the District has consistently had over 94% of active wells and permitted allocation being monitored. To date, the District is monitoring approximately 97.8% of existing active wells (98.3% of allocation) with water use permit monitoring conditions.

The attached figure shows the current well status and monitoring type for all wells with water use monitoring conditions (Figure 1).

Figure 1: Graph on the left shows the current status of all permitted wells with a water use monitoring condition. The graph on the right shows the monitoring type for all currently monitored wells.

Agricultural Water Use Stations with Monitoring Conditions



DSV/pf

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board
FROM: Hugh Thomas, Executive Director
DATE: February 25, 2021
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



SUWANNEE RIVER

WATER MANAGEMENT DISTRICT

WEEKLY ACTIVITY REPORT TO GOVERNING BOARD FOR JANUARY 17 – 23, 2021

Executive / Management

- Hugh Thomas presented, with Ben Glass attending, at the Suwannee County Legislative Delegation meeting.
- Hugh Thomas and Libby Schmidt attended the Suwannee River Partnership Steering Committee meeting.
- Hugh Thomas virtually participated in the American Water Resource Association Conference.

Legislative and Community Affairs

- Ben Glass presented, with Tim Alexander attending, at the Columbia County Legislative Delegation meeting.
- Tim Alexander attended the Nature Coast Regional Water Authority meeting.
- Ben Glass presented at the Hamilton County Legislative Delegation meeting.

Administration

- No reporting activity

Finance

- The Office of Finance is assisting Powell and Jones, CPA with the on-site financial audit of fiscal year 2019-2020.

Land Management

- District contractors completed hydrologic repairs on the Lamont Tract.
- District contractors continued road repairs on the Bay Creek Tract.
- District contractors conducted woods mowing on Cabbage Creek Tract.

Resource Management

- Ashley Stefanik attended the Madison County Development Review Committee teleconference to discuss the J&J Strong development on I-10.
- Chrissy Carr attended the January meeting of the North Central Florida Water Well Association to discuss well repairs.

Water Resources

- Darlene Velez virtually participated in the Natural Resource Leadership Institute (NRLI) Training.

Minimum Flows and Minimum Water Levels

- No reporting activity.



SUWANNEE RIVER

WATER MANAGEMENT DISTRICT

Water Supply

- Water Supply staff met with SJRWMD to support implementation of regional modeling and development of the upcoming North Florida Regional Water Supply Plan.
- Water Supply staff virtually attended a workshop presented by SFWMD to review climate resiliency metrics.
- District staff met with organizers from the University of Florida Floridan Aquifer Collaborative Engagement for Sustainability (FACETS) research project to prepare for upcoming public presentations.

Hydrological Data

- Tara Rodgers virtually attended the annual FDEP Strategic Monitoring meeting.

Agriculture and Environmental Projects

- Steve Minnis, Pat Webster, Amy Brown, Chrissy Carr, Kris Eskelin, Tim Alexander and Emily Ryan virtually met with the City of Lake City regarding the progress of the Alternative Water Supply Study.
- Pat Webster, Matt Cantrell, Bob Heeke and Libby Schmidt met to discuss the Sustainable Suwannee Amendment.
- Dave Christian attended the Water and Climate Resiliency Metrics Public Workshop.
- Patrick Webster and Kris Eskelin met with FDEP and the City of High Springs to discuss revisions to Springs Grants.

Information Technology and GIS

- No reporting activity.



SUWANNEE RIVER

WATER MANAGEMENT DISTRICT

Communications

- Lindsey Covington virtually attended the Monthly Potable Reuse Working Group meeting with FDEP and other water management districts to discuss outreach initiatives.
- Katelyn Potter and Lindsey Covington met with Moore Communications to discuss the progress of the 319 Grant.
- Lindsey Covington participated in the Young Professionals of Live Oak to network with industry professionals and discussed the District’s role in protecting water resources.
- Weekly Top Performing Post

Suwannee River Water Management District
Published by Lindsey Garland · January 20

Properly maintain your well by following these simple Dos and Don'ts.

- ⊘ DONT bury your well.
- ⊘ DONT leave your well open to the environment.
- ✅ DO ensure your well has a sanitary seal and 12-inch stick-up....

See More

DON'T
BURY YOUR WELL

DO
ENSURE YOUR WELL HAS A SANITARY SEAL AND 12-INCH STICK UP

DON'T
LEAVE YOUR WELL OPEN TO THE ENVIRONMENT

Get More Likes, Comments and Shares
When you boost this post, you'll show it to more people.

605 People Reached	15 Engagements	Boost Post
-----------------------	-------------------	----------------------------

Jonathan Taylor, Agnes Wigal and 7 others · 4 Shares

Like Comment Share

Performance for Your Post

605 People Reached

15 Reactions, Comments & Shares

10 Like	8 On Post	2 On Shares
1 Love	1 On Post	0 On Shares
0 Comments	0 On Post	0 On Shares
4 Shares	4 On Post	0 On Shares
0 Post Clicks		
0 Photo Views	0 Link Clicks	0 Other Clicks

NEGATIVE FEEDBACK

0 Hide Post 0 Hide All Posts

0 Report as Spam 0 Unlike Page

Reported stats may be delayed from what appears on posts

Announcements for the week of January 31 – February 6, 2021

- No announcements.



SUWANNEE RIVER

WATER MANAGEMENT DISTRICT

WEEKLY ACTIVITY REPORT TO GOVERNING BOARD FOR JANUARY 24 – 30, 2021

Executive / Management

- Hugh Thomas, Matt Cantrell and Libby Schmidt virtually participated in the Suwannee River Partnership's monthly meeting.
- Hugh Thomas virtually participated in FACETS state meeting.

Legislative and Community Affairs

- Ben Glass virtually attended Interim Committee Week 2 of the Florida Legislature.

Administration

- No reporting activity.

Finance

- No reporting activity.

Land Management

- District contractors began road repair work on the Steinhatchee Springs Tract.
- District contractors continued road repairs on the Bay Creek Tract.
- The fiscal year 2020-2021 tree planting has been completed on Twin Rivers State Forest.

Resource Management

- Chrissy Carr provided a water use permitting overview to UF Soil and Water Science professor for use in his Watershed Planning and Management class.

Water Resources

- Darlene Velez virtually presented an overview of the District's continuous water quality program to an undergraduate statistics class at the University of Florida to provide an understanding of how data is collected and analyzed.

Minimum Flows and Minimum Water Levels

- No reporting activity.

Water Supply

- No reporting activity report.

Hydrological Data

- No reporting activity report.

Agriculture and Environmental Projects

- Pat Webster, Bob Heeke, Matt Cantrell and Libby Schmidt attended an On-Farm Work Plan Review to discuss Santa Fe Springs and Telford Springs. Matt Cantrell and Libby Schmidt virtually attended the Suwannee River Partnership's Interagency Ag Team meeting.
- Bob Heeke and Dave Christian performed a site visit to the Mallory Swamp Project in Lafayette County.
- Pat Webster continued maintenance and performed a site review of the Edwards Bottomlands Project in Starke.



SUWANNEE RIVER

WATER MANAGEMENT DISTRICT

Information Technology and GIS

- Paul Buchanan and Andrew Neel assisted the Dixie County Manager by creating LIDAR and aerial imagery presentation maps for an upcoming county commission meeting related to the County Road 358 drainage concerns.
- Paul Buchanan participated in a GIS managers inter-district quarterly webinar with water management districts, FDEP, FWC, FDOT, FDEM, FDACS, FDOR, LABINS, USGS and USACE.

Communications

- Weekly Top Performing Post

The screenshot shows a Facebook post from the Suwannee River Water Management District, published by Lindsay Gartland on January 25. The post content asks, "Is your well up to code? Check for the four S's" and lists: Stick Up, Set Back, Sanitary Seal, and See More. The video thumbnail is titled "Remember the Four S's for Well Wellness" and has a duration of 01:28. The post is promoted, showing 4,505 People Reached and 571 Engagements. Performance analytics on the right include: 4,605 People Reached, 1,553 3-Second Video Views, 23 Likes, Comments & Shares (17 Likes, 2 Comments, 4 Shares), 548 Post Clicks (153 Clicks to Play, 191 Link Clicks, 204 Other Clicks), and 0 Negative Feedback (Hide Post, Report as Spam, Hide All Posts, Unlike Page). The post is also shown to be boosted on Jan 28, 2021, by Lindsay Covington, reaching 4.3K people with 192 link clicks.

Announcements for the week of February 7 – 13, 2021

- The District will hold its monthly Governing Board Meeting and Workshop on Tuesday, February 9, 2021 at 9 a.m. The meeting will be accessible online via webinar technology, and open to the public with limited seating capacity.



SUWANNEE RIVER

WATER MANAGEMENT DISTRICT

WEEKLY ACTIVITY REPORT TO GOVERNING BOARD FOR JAN. 31 – FEB. 6, 2021

Executive / Management

- No reporting activity.

Legislative and Community Affairs

- Ben Glass virtually attended Interim Committee Week 3 of the Florida Legislature.

Administration

- No reporting activity.

Finance

- The Office of Finance met with Larry Thompson for new board member orientation.

Land Management

- District contractors began road repair work on the Steinhatchee Springs Tract.
- District contractors continued road repairs on the Bay Creek Tract.
- District contractors began mowing woods at Sandlin Bay.
- District contractors roller chopped at Lake City and Lake Butler wellfields.
- Ryan Sims completed the Regan Conservation inspection.

Resource Management

- No reporting activity.

Water Resources

- No reporting activity.

Minimum Flows and Minimum Water Levels

- District staff participated in a meeting with the North Florida Utility Coordinating Group to discuss the Lower Santa Fe and Ichetucknee Rivers MFL re-evaluation and revised prevention/recovery strategy.

Water Supply

- Darlene Velez attended a virtual meeting co-hosted by NOAA's National Integrated Drought Information System and the USGS National Climate Adaptation Science Center to discuss drought impacts, planning and preparedness.

Hydrological Data

- No reporting activity.

Agriculture and Environmental Projects

- Bob Heeke performed a site visit to the Mallory Swamp Project in Lafayette County.
- Kris Eskelin participated in the Inter-District quarterly call to discuss water conservation.
- Pat Webster, Bob Heeke, Dave Christian and Tim Alexander met with representatives of Dixie County and their consultants regarding the SPRINGS MBARS Project.



SUWANNEE RIVER

WATER MANAGEMENT DISTRICT

Information Technology and GIS

- Paul Buchanan participated in a quarterly webinar with the State of Florida Geographic Information Officer (GIO) Kim Jackson.

Communications

- Lindsey Covington presented to a Girl Scout Troop in Lake City about the District’s mission and how the troop can help protect and preserve the region’s water resources.
- Weekly Top Performing Post

Performance for Your Post

2,908 People Reached		
64 Reactions, Comments & Shares		
27 Likes	5 On Post	18 On Other
1 Love	1 On Post	0 On Other
4 Comments	3 On Post	1 On Other
32 Shares	30 On Post	2 On Other
119 Post Clicks		
4 Profile Views	72 Link Clicks	43 Other Clicks
NEGATIVE FEEDBACK		
0 Hide Post	0 Hide All Posts	
0 Report as Spam	0 Unlike Page	

Reported status may be changed from what appears on posts

Announcements for the week of February 14-20, 2021

- No announcements.



SUWANNEE RIVER

WATER MANAGEMENT DISTRICT

WEEKLY ACTIVITY REPORT TO GOVERNING BOARD FOR FEBRUARY 7 – 13, 2021

Executive / Management

- Hugh Thomas virtually met with FDEP/WMD executive directors to discuss the USACE 404 Permit.

Legislative and Community Affairs

- Ben Glass virtually attended Interim Committee Week 3 of the Florida Legislature.

Administration

- No reporting activity.

Finance

- No reporting activity.

Land Management

- District contractors completed road work on the Rattlesnake Ford area and now working on the Warbler Loop area of Steinhatchee Springs Tract.
- District contractors continued woods mowing at Sandlin Bay.
- District contractors completed roller chopping at Lake City, High Springs and Lake Butler Wellfields.
- Steve Carpenter completed the Walker Conservation Easement inspection.

Resource Management

- No reporting activity.

Water Resources

- No reporting activity.

Minimum Flows and Minimum Water Levels

- No reporting activity.

Water Supply

- Amy Brown, Paul Buchanan, Emily Ryan and Andrew Neel met with UF Bureau of Economic and Business Research, as well as Water and Air Research Inc, to discuss demographic data and population models.

Hydrological Data

- No reporting activity.

Agriculture and Environmental Projects

- Bob Heeke performed an inspection of the Brooks Sinks Project in Bradford County.
- Kris Eskelin presented to the virtual Water Workshop for Decision Makers about the Basin Management Action Plan.
- Pat Webster attended a virtual meeting held by FDOT and District staff to discuss project history and future advancement on the I-10 Rest Area Spray Field Expansion Project.
- Bob Heeke and Dave Christian performed a site visit to the Mallory Swamp Project in Lafayette County.



SUWANNEE RIVER

WATER MANAGEMENT DISTRICT

- Pat Webster, Kris Eskelin and Libby Schmidt attended a virtual monthly SPRINGS Grant meeting with DEP and the water management districts.

Information Technology and GIS

- Paul Buchanan and Mary Diaz coordinated with the County Engineer at Columbia County to provide LIDAR DEM data and derived contours for a project area.

Communications

- Lindsey Covington and Ashley Stefanik met with vendors to review draft content for the Flood Risk outreach campaign.
- Weekly Top Performing Post

Suwannee River Water Management District
Published by Lindsey Garland · February 10 ·

#DYK February is Florida Hiking Trails Month! 🌳👤 Find a hiking trail near you at www.MySuwanneeRiver.com/Recreation!

Performance for Your Post

678 People Reached

31 Likes, Comments & Shares

24 Likes	13 On Post	11 On Shares
2 Comments	0 On Post	2 On Shares
5 Shares	5 On Post	0 On Shares

15 Post Clicks

1 Photo Views	4 Link Clicks	10 Other Clicks
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NEGATIVE FEEDBACK

0 Hide Post	0 Hide All Posts
0 Report as Spam	0 Unlike Page

Reported stats may be delayed from what appears on posts

Get More Likes, Comments and Shares
When you boost this post, you'll show it to more people.

678 People Reached 46 Engagements **Boost Post**

Chrissy Carr, Emily Ducker and 11 others 5 Shares

Like Comment Share

Announcements for the week of February 21 – 27, 2021

- The District will hold a special meeting of the Governing Board meeting on Tuesday, February 23, 2021 at 9 a.m. With a possible continuation on February 24 if needed. The meeting will be accessible online via webinar technology, and open to the public with limited seating capacity.



SUWANNEE RIVER

WATER MANAGEMENT DISTRICT

WEEKLY ACTIVITY REPORT TO GOVERNING BOARD FOR FEBRUARY 14 – 20, 2021

Executive / Management

- Hugh Thomas, Sean King and Sky Notestein virtually participated in the FACETS Workshop led by the University of Florida.
- Hugh Thomas participated in the 2021 Florida Farm Bureau Legislative Priorities and Advocacy Recommendations webinar.

Legislative and Community Affairs

- Ben Glass virtually attended Interim Committee Week 4 of the Florida Legislature.

Administration

- No reporting activity.

Finance

- No reporting activity.

Land Management

- District road contractors worked on the Warbler Loop area of the Steinhatchee Springs Tract.
- District contractors continued woods mowing at Sandlin Bay.

Resource Management

- Warren Zwanka served as a water use permit technical expert for the UF Florida Water School webinar to discuss permitting and the public interest criterion.
- Leroy Marshall attended the Dixie County Board of County Commissioners meeting to discuss drainage issues on 358 Loop.
- Leroy Marshall presented, with Paul Buchanan and Andrew Neel in attendance, at two FEMA Santa Fe Watershed Flood Risk Project Initiation meetings.
- Warren Zwanka, Chrissy Carr, David King and Monica Schott attended the SRWMD-SJRWMD coordination meeting to discuss NFSEG model well files and permits of mutual interest.

Water Resources

- Darlene Velez participated in the Natural Resource Leadership Institute Training at Ft. Myers.
- Darlene Velez and Alex Blankenship attended the Southwest Florida Regional Ambient Monitoring Program Quarterly Meeting to coordinate laboratory analysis and quality assurance procedures and protocols.

Minimum Flows and Minimum Water Levels

- Sean King and Louis Mantini participated in a meeting with FWC, FDEP and local stakeholders to discuss management issues for Cherry Lake.

Water Supply

- Amy Brown, Paul Buchanan, Emily Ryan and Andrew Neel virtually met with UF Bureau of Economic and Business Research and Water and Air Research Inc. to discuss demographic data and population models.



SUWANNEE RIVER

WATER MANAGEMENT DISTRICT

Hydrological Data

- No reporting activity.

Agriculture and Environmental Projects

- Pat Webster and Kris Eskelin attended the virtual SRWMD/FEMA Santa Fe Watershed Flood Risk Project initiation meeting.
- Bob Heeke and Dave Christian performed a site visit to the Mallory Swamp Project in Lafayette County.
- Libby Schmidt attended the virtual FDACS/FSAID Agricultural Lands update meeting.
- Pat Webster virtually attended the Mill Creek Sink Project meeting at City Hall Swick House in Alachua County.
- Libby Schmidt served on the Ag and Natural Resource Agents Advisory Board for the UF/IFAS Suwannee County Extension Office.

Information Technology and GIS

- Tom Mirti, Paul Buchanan, Darlene Velez, Pennie Flickinger and Sharon Hingson met with Dewberry to initiate a contract and task work assignment for the collection of topobathymetric LIDAR data of the Suwannee Sound area.

Communications

- Weekly Top Performing Post

Performance for Your Post

953 People Reached		
29 Reactions, Comments & Shares		
18 Like	11 On Post	7 On Shares
1 Love	1 On Post	0 On Shares
1 Wow	1 On Post	0 On Shares
1 Sad	1 On Post	0 On Shares
0 Comments	0 On Post	0 On Shares
9 Shares	6 On Post	2 On Shares
62 Post Clicks		
7 Photo Views	43 Link Clicks	12 Other Clicks
NEGATIVE FEEDBACK		
0 Hide Post	0 Hide All Posts	
0 Report Spam	0 Unlike Page	

Reported items may be delayed from what appears on posts.

Announcements for the week of February 28 – March 6, 2021

- No announcements.

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

FROM: Lindsey Covington, Communications and Outreach Manager, Office of Communications and Organizational Development

THRU: Katelyn Potter, Chief, Office of Communications and Organizational Development

DATE: March 1, 2021

RE: Agreement with the Florida Department of Environmental Protection to Accept Grant Funding, and Contract with a Vendor for Suwannee River Partnership Educational Outreach Campaign

RECOMMENDATION

Authorize the Executive Director to enter into an agreement with the Florida Department of Environmental Protection to accept \$95,000 and enter into agreement with a vendor for services related to the non-point source 319 education and outreach grant, in an amount not to exceed \$95,000.

BACKGROUND

The Florida Department of Environmental Protection Non-Point Source Education and Outreach Grant Program (NPS 319) is designed to provide grant funding to cooperators for various projects aimed at improving the knowledge, awareness, and behavior on non-point source water quality issues.

Under this agreement, funding will be used to develop a regional educational campaign for the Suwannee River Partnership (SRP) that aims to increase the knowledge of contributors to non-point source pollution to encourage behavior change and improve water quality for springs and natural resources.

The District applied the funding in March 2020. The District received a notice of the grant award in October 2020, with an agreement provided in late December 2020. Funding for the program was unexpected and must be expended in an accelerated timeframe from typical grant funding. This program will reimburse the District for a digital and traditional content creation after the work has been completed by September 30, 2021.

In February 2021, the District conducted a request for proposals (RFP No. 20/21-008) for this educational outreach project.

The RFP was advertised and published on the District website, local publications and the Florida Administrative Register. The District received and opened eight proposals and received two late submissions. The top three ranked vendors are listed below.

Rank	Company	City
1	Skye Creative Marketing	Tallahassee, FL
2	Locality Studio	St. Louis, MO
3	Evolve	Winter Park, FL

District staff recommend Skye Creative Marketing as the project vendor based on their expertise in campaigns and creative development, price, quality of work, project management experience, previous work with agriculture and water quality, and ability to meet the requested timeline. The finalized price of the contract will be negotiated and not to exceed \$95,000.

Funding for this recommendation is included in the Fiscal Year 2020-2021 Final Budget under the account code 60-2586-7-2300-48. All work is scheduled to be completed by September 30, 2021.

KCP/lgc

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

FROM: Katelyn Potter, Chief, Office of Communications and Organizational Development

DATE: February 28, 2021

RE: Contract with Moore Communications, Inc., for District Lands and Recreation Web Map

RECOMMENDATION

Authorize the Executive Director to execute a contract with Moore Communications, Inc., for the creation of the District Lands and Recreation Web Map.

BACKGROUND

The District manages approximately 160,000 acres for public use and recreation, with dual benefits of conservation, flood protection, natural systems restoration, and water resource development project sites. Many of these lands boast unique geological features, rare and endangered plant and animal species, historical artifacts, and areas of unique interest.

Consequently, the District land and recreation webpages are among the most top visited pages of the District website. The pages provide District tract and recreation information that highlights the rare features and opportunities of public District lands. However, the pages are limited in their ability to filter information based on recreation type, are not at optimal accessibility, and do not offer an easy, responsive mobile feature.

The District is seeking to develop a dynamic, web-based map of District lands to replace the existing District recreation webpages. The map will allow users to search for District lands based on filterable features and access land-specific photos and information based on their selections.

The project aligns with the District strategic goal to *optimize public use of District lands*, specifically through the strategy to focus *communication and outreach efforts on land management opportunities to maximize exposure and encourage public use*. The project is also included in the 2020-2021 Communications Plan and presentation to the Governing Board at the January 12, 2021 meeting.

Staff recommends the Governing Board authorize the Executive Director to enter into an agreement with Moore Communications to develop the web map, in an amount not to exceed \$50,000.

The vendor developed the Protecting Florida Together web map for the Executive Office of the Governor and Florida Department of Environmental Protection (FDEP). This site serves as a model and demonstrates the level of quality in function and design that the District is seeking. Their enhanced knowledge of web map development allows for the best, most cost-effective use of the grant funds and 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 (EXC133) for marketing 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 2020-2021 Final Budget under account code 13-2-586-6-3100-11-00. All work is scheduled to be completed by September 30, 2021.

/kcp

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

FROM: Lindsey Covington, Communications and Outreach Manager, Office of Communications and Organizational Development

THRU: Katelyn Potter, Chief, Office of Communications and Organizational Development

DATE: March 1, 2021

RE: Springs Protection Awareness Month Proclamation

RECOMMENDATION

Proclamation of April 2021 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 450 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.

Spring 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) supports over 1,000 full and part-time jobs and generates \$9.4 million annually in economic output¹. These international resources are a major priority for the District.

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

KCP/lgc
Attachment

¹Borisova, Tatiana; Hodges, Alan W.; Stevens, Thomas J. "Economic Contributions and Ecosystem Services of Springs in the Lower Suwannee and Santa Fe River Basins of North-Central Florida." University of Florida, Food and Resource Economics Department. May 29, 2014. pp 3.

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 450 natural springs, giving this state the world's highest concentration of springs, and

WHEREAS, the 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, the 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, Governor Ron DeSantis is recommending \$50 million dollars for springs protection and restoration in his 2021-2022 Florida Leads Recommended Budget.

NOW THEREFORE, the Governing Board of the Suwannee River Water Management District hereby proclaims April 2021 as Springs Protection Awareness Month, and all levels of government are encouraged to support springs protection, restoration and preservation awareness.

PASSED AND ADOPTED THIS 9th DAY OF MARCH 2021, A.D.

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

**MEMBERS OF THE BOARD:
VIRGINIA JOHNS, CHAIR
RICHARD SCHWAB, VICE-CHAIR
CHARLES KEITH, SECRETARY/TREASURER
VIRGINIA SANCHEZ
HARRY SMITH
LARRY SESSIONS
LARRY THOMPSON**

ATTEST

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board

FROM: Lindsey Covington, Communications and Outreach Manager, Office of Communications and Organizational Development

THRU: Katelyn Potter, Chief, Office of Communications and Organizational Development

DATE: March 1, 2021

RE: Water Conservation Month Proclamation

RECOMMENDATION

Proclamation of April 2021 as Water Conservation Month.

BACKGROUND

Declaring April as Water Conservation Month will mark the 23rd 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 2021 as Water Conservation Month.

KCP/lgc
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 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 2021 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 9th DAY OF MARCH 2021, A.D.

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

**MEMBERS OF THE BOARD:
VIRGINIA JOHNS, CHAIR
RICHARD SCHWAB, VICE-CHAIR
CHARLES KEITH, SECRETARY/TREASURER
VIRGINIA SANCHEZ
HARRY SMITH
LARRY SESSIONS
LARRY THOMPSON**

ATTEST
