

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

**GoTo Webinar Link:** <https://attendee.gotowebinar.com/register/593084687099208973>  
**Public Comment Form Link:** [www.MySuwanneeRiver.com/Comments](http://www.MySuwanneeRiver.com/Comments)

Open to Public

November 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 - October 12, 2021 Governing Board Meeting, Workshops, and Lands Committee Meeting Minutes
  - Agenda Item No. 12 - September 2021 Financial Report
  - Agenda Item No. 17 - Contract with H. B. Tuten Jr. Logging, for the Cabbage Grove #2 Timber Sale
  - Agenda Item No. 24 - Amendment of Memorandum of Agreement with St. Johns River Water Management District for Surface and Groundwater Chemistry Analysis

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6. October 12, 2021 Governing Board Meeting, Workshops, and Lands Committee Meeting Minutes - **Recommend Consent**
7. Items of General Interest for Information/Cooperating Agencies and Organizations
  - A. Hydrologic Conditions Report
  - B. Cooperating Agencies and Organizations
  - C. Staff Recognition-Pam Sanders (Five Years)

**GOVERNING BOARD LEGAL COUNSEL**  
**Tom Reeves**

8. Update on Legal Activities / Enforcement Status Update

**BUSINESS AND COMMUNITY SERVICES**  
**Tim Alexander, Deputy Executive Director**

**Administration**

BCS Page 1

9. Land Acquisition and Disposition Activity Report

- BCS Page 4 10. Proposed Exchange, Bierman Property, Levy County
- BCS Page 7 11. Resolution 2021-08, Acquisition of Alapaha Pointe Property, Hamilton County

Finance

- BCS Page 13 12. September 2021 Financial Report – **Recommend Consent**
- BCS Page 18 13. Fiscal Year 2020 - 2021 Budget Modifications
- BCS Page 20 14. Resolution 2021-09, Fiscal Year 2020 – 2021 Budget Amendment Number One

Resource Management

- BCS Page 24 15. Permitting Summary Report

**OUTREACH AND OPERATIONS**  
**Katelyn Potter, Division Director**

Outreach and Operations

No Items

Land Management

- OPS Page 1 16. District Land Management and Twin Rivers State Forest Activity Summary
- OPS Page 5 17. Contract with H. B. Tuten Jr. Logging, for the Cabbage Grove #2 Timber Sale – **Recommend Consent**

Hydrologic Data Services

- OPS Page 6 18. Agricultural Water Use Monitoring Report

**WATER RESOURCES**  
**Amy Brown, Deputy Executive Director**

Agriculture and Environmental Projects

- WR Page 1 19. Task Work Assignment with Atkins North America, Inc. for Federal Emergency Management Agency Fiscal Year 2020 Risk Mapping Assessment and Planning Program Services
- WR Page 22 20. Task Work Assignment with Wood Environment and Infrastructure Solutions, Inc. for the Open to Closed Basin Investigative Project in the Ichetucknee and Santa Fe Basins
- WR Page 23 21. Task Work Assignment with Eutaw Utilities, Inc. for the Retention Pond Conversion Investigative Project in the Ichetucknee and Santa Fe Basins



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**

November 10, 2021  
Following Board Meeting

District Headquarters  
Live Oak, Florida

- District Fertilization Projects – IFAS Presentation
- Fiscal Year 2023 Preliminary Budget Workshop
- Project Success Criteria

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

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Note: A digital recording system was used to record these proceedings and is on file in the permanent files of the District. A copy of the materials and handouts are a part of the record and are filed in the permanent files of the District.

9:00 a.m., Tuesday  
 October 12, 2021

District Headquarters  
 Live Oak, Florida

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

Agenda Item No 2 – Roll Call

**Governing Board**

Seat	Name	Office	Present	Not Present
Aucilla Basin	Dr. George Cole		X	
Coastal River Basin	Richard Schwab	Vice Chair	X	
Lower Suwannee Basin	Larry Thompson		X	
Santa Fe & Wacc. Basins	William Lloyd		X	
Upper Suwannee Basin	Larry Sessions		X	
At Large	Virginia H. Johns	Chair	X	
At Large	Vacant		-	-
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	Amy Brown	X	
Deputy Executive Director	Tim Alexander	X	
Executive Office & Board Coordinator	Robin Lamm	X	

Agenda Item No. 3 - Announcement of any Amendments to the Agenda by the Chair:

**Updated:** Agenda Item No. 13 - Business and Community Services - Employee Health Care Insurance Coverages for Calendar Year 2022

Agenda Item No. 4 – Public Comment.

- Steve Gladin – Requested to comment on Agenda Item 25.

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

- Agenda Item No. 6 - September 14, 2021 Governing Board Meeting and First Public Hearing on Fiscal Year 2021-2022 Budget Minutes, and September 27, 2021 Workshops, and Final Public Hearing on Fiscal Year 2021-2022 Budget Minutes
- Agenda Item No. 9 - Second Amendment to Amended Contract 16/17-244, for Executive Director
- Agenda Item No. 12 - August 2021 Financial Report
- Agenda Item No. 18 – Contract with Loncala, Inc. for the Little River #6 Timber Sale
- Agenda Item No. 19 - Task Work Assignments for Contract 21/22-004, Attack-One Fire Management Services, Inc.
- Agenda Item No. 20 - Task Work Assignments for Contract 21/22-005, B & B Dugger, Inc.
- Agenda Item No. 21 - Task Work Assignment for Contract 21/22-006, Schmidt Reforestation Services, Inc.
- Agenda Item No. 22 - Task Work Assignment for Contract 20/21-033, Perpetual Contracting, Inc.
- Agenda Item No. 24 - Task Work Assignment 19/20-064.004 with Wetland Solutions Inc., for Water Supply Feasibility Study

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

Agenda Item No. 6 – September 14, 2021 Governing Board Meeting and First Public Hearing on Fiscal Year 2021-2022 Budget Minutes, and September 27, 2021 Workshops, and Final Public Hearing on Fiscal Year 2021-2022 Budget Minutes. Approved on Consent.

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

- A. Robbie McKinney, Hydrologist IV, Office of Water Resources, gave a presentation of hydrologic conditions of the District.
- B. Mr. Thomas recognized the following agencies to the Board:
  - Anita Nash and Greg DeAngelo, Florida Department of Environmental Protection
  - Chris Petit and Mattie Hart, Florida Department of Agriculture and Consumer Services
  - Jennifer Welte, Georgia Department of Environmental Protection
- C. Katelyn Potter, Division Director, Outreach and Operations Division, was recognized for five years of service. Bob Heeke, Senior Project Manager, Office of Agriculture and Environmental Projects, was recognized on his upcoming retirement.

**GOVERNING BOARD LEGAL COUNSEL**

Agenda Item No. 8 – Legal Activities Update. No update.

Agenda Item No. 9 – Second Amendment to Amended Contract 16/17-244 for Executive Director. Approved on Consent.

**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 – Contract with Claudies Ivey DBA Ivey League Cleaning Services, LLC. for Custodial Services.

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

Finance

Agenda Item No. 12 – August 2021 Financial Report. Approved on Consent.

Human Resources

Agenda Item No. 13 – Employee Health Care Insurance Coverages for Calendar Year 2022 - **UPDATED.** Lisa Cheshire, Human Resources Chief, Office of Human Resources, presented this item to the Board.

Tyson Johnson, Gallagher Benefit Services, Inc., provided comments to the Board,

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

Resource Management

Agenda Item No. 14 – Permitting Summary Report. This report was provided as an informational item in the Board materials.

**OUTREACH AND OPERATIONS**

Communications and Outreach

No Items

Land Management

Agenda Item No. 15 - District Land Management & Twin River State Forest (TRSF) Activity Summary. This summary was provided as an informational item in the Board materials.

Agenda Item No. 16 – Contract with Flatwoods Forest Products, Inc. for the Withlacoochee #4 Timber Sale. Katelyn Potter, Division Director, Outreach and Operations Division, presented this item to the Board.

Mr. Schwab publicly announced a conflict of interest and abstained from voting on this agenda item. The conflict of interest form was completed and signed by Mr. Schwab. This form is hereby made part of these minutes and is filed in the permanent Governing Board Meeting minutes files of the District.

MOTION WAS MADE BY THOMPSON, SECONDED BY SESSIONS TO APPROVE THE RECOMMENDATION. MOTION CARRIED WITH THE EXCEPTION OF SCHWAB.

Agenda Item No. 17 – Contract with M. A. Rigoni, Inc. for the Ellaville #21 Timber Sale.  
Mrs. Potter presented this item to the Board.

Mr. Schwab publicly announced a conflict of interest and abstained from voting on this agenda item. The conflict of interest form was completed and signed by Mr. Schwab. This form is hereby made part of these minutes and is filed in the permanent Governing Board Meeting minutes files of the District.

MOTION WAS MADE BY KEITH, SECONDED BY THOMPSON TO APPROVE THE RECOMMENDATION. MOTION CARRIED WITH THE EXCEPTION OF SCHWAB.

Agenda Item No. 18 – Contract with Loncala Inc. for the Little River #6 Timber Sale. Approved on Consent.

Agenda Item No. 19 – Task Work Assignments for Contract 21/22-004, with Attack-One Fire Management Services Inc. Approved on Consent

Agenda Item No. 20 – Task Work Assignments for Contract 21/22-005, with B & B Dugger Inc. Approved on Consent.

Agenda Item No. 21 – Task Work Assignment for Contract 21/22-006, with Schmidt Reforestation Services Inc. Approved on Consent.

Agenda Item No. 22 – Task Work Assignment for Contract 20/21-033, with Perpetual Contracting Inc. Approved on Consent.

#### Hydrologic Data Services

Agenda Item No. 23 – Agricultural Monitoring Report. This report was provided as an informational item in the Board materials.

### **WATER RESOURCES**

#### Agriculture and Environmental Projects

Agenda Item No. 24 – Task Work Assignment 19/20-064.004 with Wetland Solutions Inc., for Water Supply Feasibility Study. Approved on Consent

Agenda Item No. 25 – Contract to Provide Agricultural Cost-Share Funding to Alliance Dairies, Gilchrist and Levy Counties. Libby Schmidt, Project Manager, Office of Agriculture and Environmental Projects, presented this item to the Board.

Chair Johns called on Steve Gladin for public comment. Mr. Gladin stated he would contact staff with his comments.

Mr. Lloyd publicly announced a conflict of interest and abstained from voting on this agenda item. The conflict of interest form was completed and signed by Mr. Lloyd. This form is hereby made part of these minutes and is filed in the permanent Governing Board Meeting minutes files of the District.

MOTION WAS MADE BY SCHWAB, SECONDED BY SMITH TO APPROVE THE RECOMMENDATION. MOTION CARRIED WITH THE EXCEPTION OF LLOYD.

Minimum Flows and Levels

Agenda Item No. 26 - Minimum Flows and Minimum Levels Update. Sean King, Chief, Office of Minimum Flows and Minimum Water Levels, provided and update to the Board.

Agenda Item No. 27 - 2021 Priority List for Establishment of Minimum Flows and Minimum Water Levels. Mr. King presented this item to the Board.

Chair Johns called on Paul Still for public comment. Mr. Still did not respond.

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

Water Supply

Agenda Item No. 28 – Water Supply Update. Emily Ducker, Program Manager, Office of Water Supply, provided this update to the Board.

Agenda Item No. 29 – Five-Year Water Resource Development Work Program Report. Mrs. Ducker presented this item to the Board.

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

Water Resources

No Items

**EXECUTIVE OFFICE**

Agenda Item No. 30 - Announcements. Mr. Thomas updated the Board on District programs and activities. Mr. Thomas also informed the Board on the death of Mr. Earl Starnes, former Board Member.

Agenda Item No. 31 - Governing Board Comments. Mr. Keith thanked the District and the Florida Department of Environmental Protection for the I75/SR 47 project in Columbia County.

Agenda Item No. 32 - Adjournment. Meeting adjourned at 10:25 a.m.

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Chair

ATTEST:

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**MINUTES OF  
SUWANNEE RIVER WATER MANAGEMENT DISTRICT  
GOVERNING BOARD WORKSHOPS**

Workshop began at 10:46 a.m.

Water Quality Presentation - Florida Department of Environmental Protection

Anita Nash and Greg DeAngelo, Florida Department of Environmental Protection, provided a presentation on the Summary of Withlacoochee Monitoring near the Florida and Georgia state line. Chris Petit, Florida Department of Agriculture and Consumer Services, provided comments to the Board.

Water Use Data Discussion

Mrs. Ducker provided a powerpoint presentation regarding the 2019 Draft Annual Water Use Estimates.

Workshop ended at 11:50 a.m.

**MINUTES OF LANDS COMMITTEE  
SUWANNEE RIVER WATER MANAGEMENT DISTRICT**

**GoTo Webinar Link:** <https://attendee.gotowebinar.com/register/359867273716484112>

**Public Comment Form Link:** [www.MySuwanneeRiver.com/Comments](http://www.MySuwanneeRiver.com/Comments)

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August 10, 2021  
Following Board Workshops

District Headquarters  
Live Oak, FL

1. Call to Order / Committee Roll Call. Meeting began at 11:53 a.m.

<b>Committee Members</b>	<b>Present</b>	<b>Not Present</b>
Richard Schwab (Chair)	X	
Charles Keith	X	
Larry Sessions	X	
Harry Smith	X	
Larry Thompson	X	
Dr. George Cole	X	

Board member Johns and Lloyd also attended the Lands Committee meeting.

2. Public Comment. None

3. **General Discussion / Updates**

Acquisition and Surplus Review Team – Activity Report. Moved to end of agenda.

**Land Acquisition / Property Offer**

4. Bierman Property Exchange, Levy County. Steve Schroeder, Chief, Office of Administration, presented this item to the Committee.

MOTION WAS MADE BY COLE, SECONDED BY THOMPSON TO APPROVE RECOMMENDATION. MOTION CARRIED.

5. Alapaha Point (Hickman) Final Approval, Hamilton County. Mr. Schroeder presented this item to the Committee.

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

**General Discussion / Updates.**

Acquisition and Surplus Review Team – Activity Report. Mr. Schroeder provided a presentation on the review team process to the Committee.

6. Announcements: None
7. Adjournment: Meeting adjourned at 12:32 p.m.

\_\_\_\_\_  
Chair

ATTEST:

\_\_\_\_\_

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board  
FROM: Stephen Schroeder, Chief, Office of Administration  
THRU: Tim Alexander, Deputy Executive Director, Division of Business and Community Services  
DATE: October 29, 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 OCTOBER 2021

Property Offers							
Owner	Tract	Acres	County	Submittal Date	Asking Price	Acquisition Type	Comments
	Gilchrist Lyme	17,854	Gilchrist	03.2019	Exchange acreage dependent on configuration/ Sandlin Bay 2,023 acre (USFS)	Conservation Easement	Tabled by Lands Committee (LC) 6.11.2019. Offeror has contract for sale of property. On hold.
Approved for Detailed Assessment							
Owner	Project Name	Acres	County	Submittal Date	Asking Price	Acquisition Type	Comments
McB-Pinehatchee	Steinhatchee North/ RO Ranch West-Equestrian	2950/1,277	Lafayette		Exchange	Exchange - Fee for Fee	Approved by Governing Board (GB)11.12.2019. Final exchange offer approved by G.B. 4.13.21. Request for GB approval of contract by GB on 9.14.2021 for survey approved to obtain a metes and bounds/sketch for McB property.
Hickman	Alapaha Point	39.8	Hamilton	08.21.19	\$159,200	Fee	Final recommendation approved by LC 10.12.21. Final acquisition Resolution to on 11.9.21 GB agenda..
Michael and Freda Shaw	Shaw Conservation Easement Exchange	1,099	Lafayette			Conservation Easement	Negotiations ongoing.
Crosby Lake	Crosby Lake	1,380	Bradford		TBD	TBD - possibly mixed fee and CE	Approved for detailed assessment and negotiations 12.8.2020. Staff proceeding with discussions and project assessment including Bradford County and the City of Starke. Staff met with Offeror on 2.25.21 to update on status and timelines. Staff met with County and City staff 3.8.21. Joint meeting of County and City commissions being scheduled possibly April or May. Joint meeting scheduled for June 17. Interlocal agreement being developed between Bradford County, City of Starke and SRWMD. ESA Phase 1 to be conducted in July with report due in August. Phase 1 ESA report received. No issues noted. Appraisal pending.
Camp and Abel	Camp and Abel	266	Hamilton	09.23.20	\$948,000	Fee	Approved for detailed assessment and negotiations 12.8.2020. Property being tasked to NFLT for negotiation and assessment. Transaction will processed in house and not contracted. ESA Phase 1 being ordered.
Pfleiger	Riverbend Estates	1.1	Dixie	03.20.20	\$11,000/Possible exchange	Fee	Staff recommendation to proceed with detailed assessment and negotiations. Approved by LC on 6.9.2020. Approved by Board on 7.14.2020. In discussions with Offeror to exchange for Timber River parcel in Madison County. Offeror has tentatively agreed to exchange. Draft contract submitted to Counsel for review on 3.3.21. Awaiting additional guidance from Counsel regarding appraisals. Contract revised and submitted to Pfeieger. Staff will order an ESA Phase 1 and appraisal the River Bend property; Pfeieger will order an appraisal on the District land in Timber River. Signed contract received from Pfeieger to be submitted for Board Chair signature. Phase 1 ESA being ordered; Appraisal being ordered.
Alachua Conservation Trust	Santa Fe Springs (ACT) a/k/a Zow, Graham Springs	282	Columbia		\$139,041	Conservation Easement	Staff recommendation to proceed with detailed analysis and negotiations approved by LC on 12.12.2019. Approved by GB on 1.14.2020. Due diligence documentation submitted by ACT and being reviewed. Drafting CE to prepare for closing after Springs Grant Funding released. Funded on Springs Grant list. Staff beginning process to finalize transaction including completion of CE terms. Draft CE submitted to ACT for review 12.9.2020. ACT comments received and being reviewed. Internal review complete. CE submitted for legal review 3.3.21. Legal comments received. Revised CE submitted to ACT for review on 6.9.21. Final revisions being made to CE language; expect completion before 7.31.21. Additional revisions submitted after conference with ACT; being reviewed internally. Terms of CE have been agreed to. Moving towards final closing.
Florida Department of Transportation	Quail Heights	40.63	Columbia		\$651,105	Fee	Staff review on 8.8.2019 recommended purchase in partnership with FDOT. Approved by LC on 2.11.2020. Approved by GB 3.10.2020. Submitted for Springs Grant funding but not obtained for FY 2020. Property acquired by FDOT on 9.10.2020. LC approved contribution to acquisition costs 11.10.2020. GB approved on consent agenda 12.8.2020. FDOT contract completed. Resolution for acquisition on GB agenda 5.11.2021 and was approved. Final revisions and resolution of all contingencies complete and satisfied. Funds will be distributed to FDOT before 6.1.21. Agreement with FDOT executed. Funds referred after due diligence. Staff is working on obtaining appropriate surveys and negotiating agreement with Columbia County. Interlocal agreement being drafted with Columbia County.
Harpo Holdings, LLC	Rio Lindo Conservation Easement	313	Gilchrist	10.2.20	TBD based on appraisal	Conservation Easement	Staff recommendation to proceed with detailed assessments and negotiations was approve by GB agenda 1.12.21. CE terms being negotiated and under review by District Legal Counsel.
Lasky	Lasky	351.74	Gilchrist	11.2020	\$855,000	Fee	Approved for detailed assessment and negotiation by GB 4.13.21. Phase 1 ESA report received. No issues noted. Appraisal to be ordered.
R.L. Henderson	Telford Springs	94	Suwannee	12.2020	\$1,135,000	Fee	Submitted to LC 3.9.21 as a Springs Restoration program acquisition. Approved by LC. Board agenda 4.13.21 and was approved as part of Spring Restoration Grant application. Submitted as a Springs Grant project. Notification of awards are expected late summer 2021.
Adams	Adams Tract	231.1	Madison	08.2020	TBD	Fee	Submitted to LC 3.9.21 as a Springs Restoration program acquisition. Approved by LC on Board agenda 4.13.21 and was approved as part of Spring Restoration Grant application. Submitted as a Springs Grant project. Notification of awards are expected late summer 2021.
Rayonier	Lake Sampson (Rayonier)	30+/-	Bradford	District Initiated	TBD	Fee	Submitted to LC on 5.11.21 to be funded through FDEP grant; acquisition if AWS project related. Approved by LC. On GB Agenda for 6.8.21 and was approved. TWA opened with NFLT for negotiations with Rayonier.

**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
Forest Woodlands	11	Gilchrist	10.11.1996	Save Our Rivers	TBD	To be determined by appraisal.	Staff recommended for surplus. Approved by Lands Committee (LC) on 10.10.2019. Approved by Governing Board (GB) 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 LC on 4.14.2020. Approved by GB 5.12.2020. Offered for sale to adjacent owners, two offers received. Approved by LC 8.11.2020 to accept highest offer. Withdrawn from GB on 9.8.2020. Being resubmitted to LC for its 9.21.2020 meeting for staff recommendation to reject all offers and offer for sale to the general public. GB approved LC recommendation on 10.13.2020. All bids rejected and property will be offered for sale to the general public. Staff is trying to obtain a review appraisal to reconcile disparate appraisals received and determine minimum price for bids. Awaiting legal guidance on establishing minimum price for public notice of intent to sell.
Suwannee Run Shores	1.175	Dixie	12.30.1997	Save Our Rivers	TBD	To be determined by appraisal.	Staff recommended for surplus. Approved by LC 7.9.2019. Approved by GB 8.13.2019. 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 LC 7.9. 2019. Approved by GB 8.8.2019. Adjacent Property owners notified, responses/bids with appraisals due 4.15.2020. Two offers received, highest offer approved by LC 6.9.2020. On GB agenda for 7.14.2020 and approved. 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 GB.
Newberry Wellfield	58.66	Alachua	1.11.2000	P-2000	N/A	\$0	3.9.21 LC recommended surplus and conveyance to the City of Newberry with specified conditions. Approved by GB 4.13.21. Conveyance documents being drafted for legal review. Conveyance on hold pending resolution of issues relating to timber operations by the District.

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board  
FROM: Stephen Schroeder, Chief, Office of Administration  
THRU: Tim Alexander, Deputy Executive Director, Division of Business and Community Services  
DATE: October 29, 2021  
RE: Proposed Exchange, Bierman Property, Levy County

**RECOMMENDATION**

Authorize staff to enter into a contract for the exchange of 0.49 acres +/- of District-owned land for one acre +/- of privately owned land in Levy County.

**BACKGROUND**

In June 2021, the District was approached by the Bierman family to address a long-standing issue of an apparent boundary encroachment on land owned by the District adjacent to the Bierman property in Levy County. While not shown on surveys obtained by the District when the District land was acquired or by a subsequent survey obtained by the Bierman's, certain aerial photos, including those on the Levy County Property Appraiser's website show that the Bierman house is encroaching upon the District's property.

District staff and the Bierman family entered into discussions to determine a method to eliminate the perceived encroachment and ultimately determined, after consultation with legal counsel for both parties, that the easiest, most viable solution was a land exchange. Subsequently, in August 2021, Ms. Bierman presented an offer to the District wherein the family will subdivide a one-acre parcel of land that is directly adjacent to District land in the same area and exchange that with the District for the 0.49-acre parcel on which the encroachment appears.

The staff acquisition and surplus review team reviewed the offer and determined that the exchange would be beneficial to the District because the land to be received appears to have a higher conservation value, is likely the same of greater value, and will eliminate future legal issues for the District.

The Bierman family have agreed to absorb the costs of the exchange, including the survey and legal description development of the new one-acre parcel.

This recommendation was reviewed and unanimously approved by the Lands Committee at its meeting on October 12, 2021.

A copy of the offer and a LiDAR/location map are attached.

SCS/tm  
Attachments  
File #2021-006

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

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

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

**Applicant Information**

Name: Tammy Bierman  
Address: 10251 SW State Road 24 City: Cedar Key State FL Zip: 32625  
Phone: 352-949-5096 E-Mail: tammy\_bierman@yahoo.com  
Applicant Signature: Tammy Bierman Date: 8/25/21

**Owner of Record (Owner is Applicant yes  no )**

Name: \_\_\_\_\_  
Address: \_\_\_\_\_ City: \_\_\_\_\_ State \_\_\_\_\_ Zip: \_\_\_\_\_  
Phone: \_\_\_\_\_ E-Mail \_\_\_\_\_

Owner's Authorization: This is to advise the individual named above as applicant is the Authorized Representative of the owner(s) of the property described below. This authorization is for any communication and negotiations concerning conveyance of the property to the Suwannee River Water Management District.

Owner Signature: Tammy Bierman Date: 8/25/21  
Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Property/Project Information**

Asking Price (Fee): Exchange (Conservation Easement) : \_\_\_\_\_  
General Location (address, intersection, etc.): 1.00 acre that will run E to W along the southern property line (667.89') and 66.03' N  
Acreage: 1.00 County: Levy  
Tax Parcel Number(s): 0034100300 (8 Acres)  
Legal Description: 16-15-13 0008.00 ACRES TRACT IN W1/2 OF W1/2 OF NW1/4 DB 92 PAGE 218 & OR BOOK 1391 PAGE 765

Improvements: \_\_\_\_\_

In addition, please provide an aerial, survey, or map identifying property boundaries and a copy of the Deed.

**Title Condition (Deed restrictions, easements, mineral interest, rights held by others, etc.)**

\_\_\_\_\_  
\_\_\_\_\_

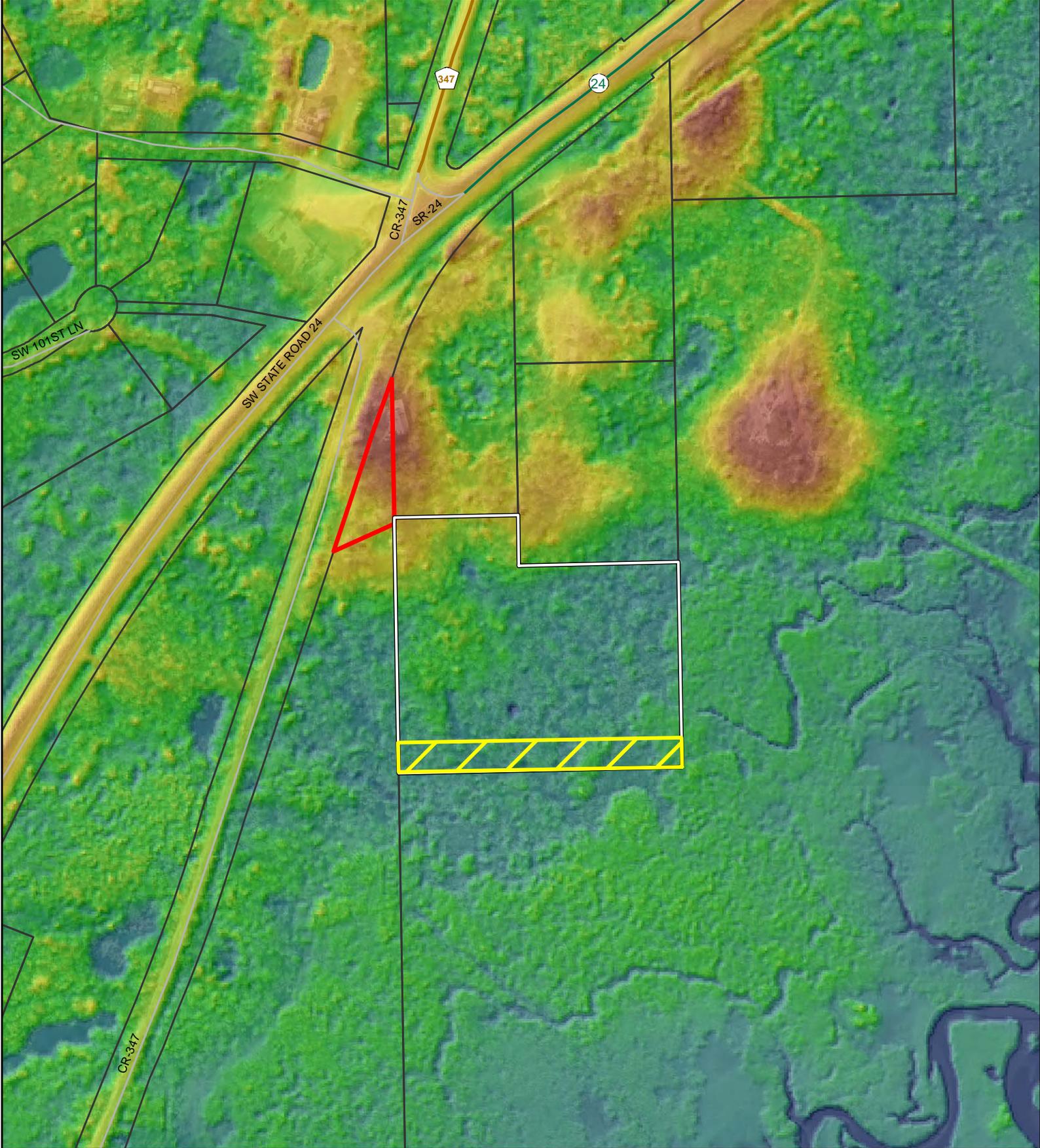
**Agreements (Identify any existing purchase agreement, option contract, listing agreement, or any other arrangement or agreement.)**

Exchanging the entire .49 acres of Parcel ID 0034500200

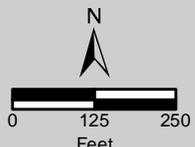
**Other Pertinent Information (Please provide any other information that may be helpful in evaluating the request.)**

Document included of proposed 1 acre land exchange





-  1 ac Exchange Area
-  Bierman Tract
-  0.49 ac SRWMD Parcel
-  Levy County Parcels



### Bierman Exchange



Note: This map was created by the Suwannee River Water Management District (SRWMD) to be used for planning purposes only. SRWMD shall not be held liable for any injury or damage caused by the use of data distributed as a public records request regardless of their use or application. SRWMD does not guarantee the accuracy, or suitability for any use of these data, and no warranty is expressed or implied. For more information please contact the SRWMD at 386-362-1001.  
 Map Created on 8/31/2021

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Stephen Schroeder, Chief, Office of Administration

THRU: Tim Alexander, Deputy Executive Director, Division of Business and Community Services

DATE: October 29, 2021

RE: Resolution 2021-08, Acquisition of Alapaha Pointe Property, Hamilton County

**RECOMMENDATION**

Approve Resolution Number 2021-08, for the final acquisition of a 39.8 +/- parcel of real property identified as Alapaha Pointe Property in Hamilton County for an amount not to exceed \$105,153.

**BACKGROUND**

In January 2020, the Governing Board authorized staff to commence detailed assessments and negotiations for the potential acquisition of four parcels of land comprising 39.8 acres +/- located in Hamilton County, Florida. The property is located on the Alapaha River. Purchasing the property will increase protection of the floodplain from future development, will provide springshed, floodplain, and surface water protections.

Staff acquired an appraisal of the property in April 2020, reflecting a value of \$125,000 and entered into negotiations with the sellers. During the negotiations, the sellers indicated that there may be a title issue and the District paused negotiations while the issue was investigated. After researching the public records, staff determined that the potential issue involved a possible claim of right of way by the Florida Department of Transportation relating to expansion and reconfiguration of the intersection near the property. Staff determined that the intersection had been completed and there are no further claims on the property related to that issue.

After negotiations, a price of \$98,000 was agreed to between the District and the seller. This price is less than 90% of the appraised value of the property. An updated appraisal was obtained on September 17, 2021, which continues to support the original appraised value. A Phase I, Environmental Site Assessment was conducted and found no concerns.

The District has expended a total of \$7,153 in pre-acquisition costs, including the appraisal, updated appraisal and Phase 1 Environmental Site Assessment. The acquisition costs, including pre-acquisition and actual purchase price will total \$105,153, which is below 90% of the appraised value.

The final closing will be subject to evidence of clear and marketable title acceptable to the District and the seller has reserved the right to either correct any title defects at their expense or rescind the agreement to sell.

At its meeting on October 12, 2021, the Lands Committee unanimously accepted the staff recommendation to proceed to closing.

A copy of triage and summary maps are attached.

SCS/tm  
Attachments  
File #19-017

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT**

**RESOLUTION NO. 2021-08**

**AUTHORIZING THE PURCHASE OF THE ALAPAHA POINTE TRACT CONSISTING OF 39.8 ACRES +/- LOCATED IN HAMILTON COUNTY AND AUTHORIZING THE USE OF FUNDS FROM THE DISTRICT SURPLUS LANDS FUND FOR THE LAND PURCHASE AND ACQUISITION COSTS**

**WHEREAS** the Suwannee River Water Management District (District) has been offered fee title to lands owned by Robert Hickman, Kathryn Hickman, and Helen Hickey, located in Hamilton County and consisting of four separate parcels containing 39.8 acres +/- . A description of said lands being attached hereto as Attachment A; and

**WHEREAS** the Alapaha Pointe tract is adjacent to the Alapaha River; and

**WHEREAS** the tract lies within the floodway and floodplain for the Alapaha River; and

**WHEREAS** the purchase price for said lands shall be \$98,000; and

**WHEREAS** pre-acquisition costs expended total \$7,153 including the appraisal, updated appraisal and Phase 1 Environmental Site Assessment.

**WHEREAS** the sum of \$105,153, authorized for use from the District Surplus Lands Fund for the purchase price and acquisition costs; and

**WHEREAS** said lands are being acquired consistent with sections 373.139 and 373.199, Florida Statutes and with the District's annually updated Florida Forever Five-Year Work Plan filed with the Legislature and the Florida Department of Environmental Protection; and

**WHEREAS** the funds authorized will be used only for the purchase price of said lands and related acquisition costs; and

**WHEREAS** said lands will be maintained in an environmentally acceptable manner compatible with the resource values for which acquired and, to the extent practical, in such a way as to restore and protect their natural state and condition; and

**WHEREAS** said lands have been appraised by a real estate appraiser and were approved for acquisition after duly noticed public meeting to inform the public of this acquisition; and

**WHEREAS** an environmental audit has been performed and reported no contamination or need for a Phase II Environmental Assessment.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Board of the District, that:

1. The above statements are hereby certified and declared to be true and correct, and the acquisition of said lands are hereby further certified to be consistent with this District's plan of acquisition and Section 373.199, Florida Statutes.
2. The Chair and Secretary of the Governing Board, the Executive Director, the Governing Board attorney and all other officers and employees of the District are hereby authorized and directed to do all things necessary to close and complete the acquisition.
3. The District hereby approves the use of the District Surplus Land Funds for a sum of \$105,153, for the purchase price and acquisition costs.

**PASSED AND ADOPTED THIS \_\_\_\_ DAY OF \_\_\_\_\_, \_\_\_\_\_.**

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

---

**MEMBERS OF THE BOARD:**

**VIRGINIA H. JOHNS, CHAIR  
RICHARD SCHWAB, VICE CHAIR  
CHARLES KEITH, SECRETARY/TREASURER  
DR. GEORGE COLE  
WILLIAM LLOYD  
LARRY SESSIONS  
HARRY SMITH  
LARRY THOMPSON**

**ATTEST:**

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**ATTACHMENT A**

**DESCRIPTION OF THE LANDS**

**Parcel 1: (Lot 1)**

A parcel of land lying in section 35, Township 1 North, Range 12 East, Hamilton County, Florida, being more particularly described as follows:

For Point of Reference, commence at the Northwest Corner of said Section 35, and thence S 89°55'37" E, along the North line of said Section 35, a distance of 1381.41 feet to the Southerly ordinary high water mark of the Alapaha River, said point being the Point of Beginning; thence continue S 05°24'39" W a distance of 1052.80 feet to a point on the Easterly right-of-way line of County Road 751; thence run N 17°57'59" W, along said Easterly right-of-way line, a distance of 1122.77 feet; thence run N 15°06'14" W, still along said right-of-way line, a distance of 600.75 feet; thence run 17°15'03" W, still along said right-of-way line, a distance of 57.07 feet to the Southerly ordinary high water mark of the Alapaha River; thence run Southeasterly, along said ordinary high water mark, a chord bearing and distance of S 43°27'04" E, 901.14 feet, more or less to the Point of Beginning.

Said lands also being known as Lot 1, Alapaha Pointe Subdivision, an unrecorded subdivision.

**Parcel 2: (Lot 2)**

A parcel of land lying in section 35, Township 1 North, Range 12 East, Hamilton County, Florida, being more particularly described as follows:

COMMENCE AT A CONCRETE MARKER SET BY J.S. FRIER, P.L.S.# 2245 AS THE NW CORNER OF SAID SECTION 35 AND RUN THENCE 89°55'37" E, ALONG THE NORTH LINE OF SAID SECTION 35, 1308.82 FEET; THENCE S. 05°24'39" W, 1381.41 FEET TO THE SOUTHERLY ORDINARY HIGH WATER MARK OF THE ALAPAHA RIVER, SAID POINT BEING THE POINT OF BEGINNING; THENCE CONTINUE S. 05°24'39" W, 1052.80 FEET TO A POINT ON THE EASTERLY RIGHT-OR-WAY LINE OF COUNTY ROAD 751; THENCE S. 17°24'39" W. ALONG SAID EASTERLY RIGHT-OR-WAY LINE 460.19 FEET; THENCE N. 86°55'03" E, 217.18 FEET TO A POINT ON THE NORTHERLY RIGHT-OF-WAY LINE OF A COUNTY MAINTAINED GRADE ROAD, SAID POINT BEING ON A CURVE TO THE RIGHT, HAVING A RADIUS OF 574.87 FEET, AN INCLUDED ANGLE OF 33°30'32", AND A CHORD BEARING AND DISTANCE OF N. 24°43'23" E., 331.44 FEET; THENCE RUN NORTHEASTERLY, ALONG THE ARC OF SAID SURVE, 336.21 FEET; THENCE N. 14°31'22" E., 1128.15 FEET TO THE SOUTHERLY ORDINARY HIGH WATER MARK OF THE ALAPAHA RIVER; THENCE RUN WESTERLY, ALONG THE ORDINARY HIGH WATER LINE, A CHORD BEARING AND DISTANCE OF N. 54°53'52" W., 140.89 FEET, MORE OR LESS, TO THE POINT OF BEGINNING. PARCEL CONTAIN 10.19 ACRES, MORE OR LESS.

**Easement recorded as to lot 2 in favor of Hamilton County, Florida as follows:**

COMMENCE at the intersection of the Easterly Right-of-Way line of County Road No. 751 and the Westerly Right-of-Way of County Road No. 249 and run N. 17°58'29" W. along said Easterly Right-of-Way line of County Road 751 a distance of 368.63 feet to the POINT OF BEGINNING; thence N. 17°58'29" W, still along said Easterly Right-of-Way line 105.00 feet; thence N. 72°01'31" E., 47.81 feet to the point of a curve of a curve concave to the Northwest having a radius of 1131.83 feet and a central angle of 20°25'07"; thence Northeasterly along the arc of said curve 403.35 feet to a point on the Westerly maintained Right-of-Way line of SW 67<sup>th</sup> Drive (formerly Adams Farm Road); thence Southwesterly and Southernly along said Westerly maintained Right-of-Way line 331 feet, more or less, to a property corner; thence S. 86°52'20" W. along a property line 225.45 feet to the POINT OF BEGINNING. Containing 0.99 acres, more or less.

**Parcel 3: (Lot 3)**

A PARCEL OF LAND LYING IN SECTION 35, TOWNSHIP 1 NORTH, RANGE 12 EAST, HAMILTON COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT A CONCRETE MARKER SET BY J.S. FRIER, P.L.S.# 2245 AS THE NW CORNER OF SAID SECTION 35 AND RUN THENCE 89°55'37" E, ALONG THE NORTH LINE OF SAID SECTION 35, 916.46 FEET; THENCE S. 14°31'22" E., 1504.85 FEET TO THE SOUTHERLY ORDINARY HIGH WATER MARK OF THE ALAPAHA RIVER SAID POINT BEING THE POINT OF BEGINNING; THENCE CONTINUE S. 14°31'22" E., 1128.15 FEET TO A POINT ON THE NORTH RIGHT-OF-WAY LINE OF A COUNTY MAINTAINED GRADE ROAD, SAID POINT BEING ON A CURVE TO THE RIGHT, HAVING A RADIUS OF 574.97 FEET AN INCLUDED ANGLE OF 15°20'55", AND A CHORD BEARING AND DISTANCE OF N. 49°13'06" E., 154.06 FEET; THENCE RUN NORTHEASTERLY, ALONG THE ARC OF SAID CURVE AND ALONG SAID NORTHERLY RIGHT-OF-WAY LINE, 155.34 FEET; THENCE N. 56°57'34" E, STILL ALONG SAID NORTHERLY RIGHT OF WAY LINE, 443.41 FEET; THENCE N. 31°32'24" W., 1059.07 FEET TO THE SOUTHERLY ORDINARY HIGH WATER MARK OF THE ALAPAHA RIVER; THENCE RUN SOUTHWESTERLY ALING THE ORDINARY HIGH WATER LINE, A CHORD BEARING AND DISTANCE OF S. 54°50'42" W., 266.48 FEET, MORE OR LESS, TO THE POINT OF BEGINNING. PARCEL CONTAINS 10.19 ACRES MORE OR LESS.

**Parcel 4: (Lot 4)**

A PARCEL OF LAND LYING IN SECTION 35, TOWNSHIP 1 NORTH, RANGE 12 EAST, HAMILTON COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT A CONCRETE MARKER SET BY J.S. FRIER, P.L.S.# 2245 AS THE NW CORNER OF SAID SECTION 35 AND RUN THENCE 89°55'37" E, ALONG THE NORTH LINE OF SAID SECTION 35, 711.60 FEET; THENCE S. 31°32'24" E., 1525.55 FEET TO THE SOUTHERLY ORDINARY HIGH WATER MARK OF THE ALAPAHA RIVER, SAID POINT BEING THE POINT OF BEGINNING; THENCE CONTINUE S. 31°32'24" E., 1059.07 FEET TO A POINT ON THE NORTH RIGHT-OF-WAY LINE OF A COUNTY MAINTAINED GRADE ROAD; THENCE N. 56°03'15" E., 247.42 FEET;

**RESOLUTION NO. 2021-08**

THENCE 56°29'49" E., STILL ALONG SAID RIGHT-OF-WAY LINE, 98.39 FEET;  
THENCE 42°50'06" W., 1218.73 FEET TO THE SOUTHERLY ORDINARY HIGH  
WATER MARK OF THE ALAPAHA RIVER; THENCE RUND SOUTHWESTERLY  
ALONG THE ORDINARY HIGH WATER LINE, A CHORD BEARING AND DISTANCE  
OF S., 29°53'33" W., 305.07 FEET, MORE OR LESS, TO THE POINT OF BEGINNING.  
PARCEL CONTAINS 10.35 ACRES MORE OR LESS.

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board  
FROM: Pam Shaw, Chief, Office of Finance  
THRU: Tim Alexander, Deputy Executive Director, Division of Business and Community Services  
DATE: October 29, 2021  
RE: September 2021 Financial Report

**RECOMMENDATION**

Approve the September 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  
September 2021**

<b>Financial Institution/Account</b>	<b>Monthly Interest</b>	<b>Interest Rate %</b>	<b>Closing Balance</b>
First Federal Permit Fee	\$0.00		\$8,596.66
First Federal Accounts Payable	\$0.00		\$35,000.00
First Federal EFT Disbursements	\$0.00		\$0.00
First Federal Depository	\$49.10	0.00%	\$1,275,385.26
Special Purpose Investment Account (SPIA)*	<u>\$32,082.87</u>	0.91%	<u>\$42,097,427.92</u>
TOTAL	<u><u>\$32,131.97</u></u>		<u><u>\$43,416,409.84</u></u>

\*SPIA is part of the Treasury Investment Pool administered by Florida Department of Financial Services.

**Suwannee River Water Management District  
Statement of Sources and Uses of Funds  
For the Month ending September 30, 2021  
(Unaudited)**

	<b>Current Budget</b>	<b>Actuals Through 9/30/2021</b>	<b>Variance (Under)/Over Budget</b>	<b>Actuals As A % of Budget</b>
<b>Sources</b>				
Ad Valorem Property Taxes	\$ 6,034,682	\$ 6,192,299	\$ 157,617	102.6%
Intergovernmental Revenues	\$ 39,950,983	\$ 12,456,453	\$ (27,494,530)	31.2%
Interest on Invested Funds	\$ 130,000	\$ 599,273	\$ 469,273	461.0%
License and Permit Fees	\$ 163,000	\$ 266,507	\$ 103,507	163.5%
Other	\$ 1,000,000	\$ 1,116,728	\$ 116,728	111.7%
Fund Balance <sup>1</sup>	\$ 11,789,923	\$ 1,848,608	\$ (9,941,315)	15.7%
<b>Total Sources</b>	<b>\$ 59,068,588</b>	<b>\$ 22,479,867</b>	<b>\$ (36,588,721)</b>	<b>38.1%</b>

	<b>Current Budget</b>	<b>Expenditures</b>	<b>Encumbrances <sup>2</sup></b>	<b>Available Budget</b>	<b>%Expended</b>	<b>%Obligated <sup>3</sup></b>
<b>Uses</b>						
Water Resources Planning and Monitoring	\$ 11,309,318	\$ 6,310,266	\$ 5,453,697	\$ (454,645)	56%	104%
Acquisition, Restoration and Public Works	\$ 37,812,028	\$ 8,177,616	\$ 20,972,371	\$ 8,662,040	22%	77%
Operation and Maintenance of Lands and Works	\$ 6,127,699	\$ 3,776,870	\$ 427,418	\$ 1,923,411	62%	69%
Regulation	\$ 1,894,389	\$ 1,512,086	\$ 38,356	\$ 343,946	80%	82%
Outreach	\$ 243,657	\$ 184,069	\$ -	\$ 59,588	76%	76%
Management and Administration	\$ 1,681,497	\$ 1,451,624	\$ 37,856	\$ 192,016	86%	89%
<b>Total Uses</b>	<b>\$ 59,068,588</b>	<b>\$ 21,412,532</b>	<b>\$ 26,929,699</b>	<b>\$ 10,726,357</b>	<b>36%</b>	<b>82%</b>

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

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

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

This financial statement is prepared as of September 30, 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 9/30/2021**

	Y-T-D ACTUAL	ENCUMBRANCE	ANNUAL BUDGET
<b><u>Report Recap -</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	8,174,806	0	7,327,682
LOCAL REVENUES	86,480	0	86,480
STATE REVENUES	11,299,996	0	36,208,503
FEDERAL REVENUES	1,069,977	0	3,656,000
FUND BALANCE UTILIZATION	1,848,608	0	11,789,923
<b>TOTAL REVENUES</b>	<b>22,479,867</b>	<b>0</b>	<b>59,068,588</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	6,179,268	0	6,709,559
CONTRACTUAL SERVICES	7,089,071	13,708,349	22,052,900
OPERATING EXPENDITURES	948,815	89,069	1,810,700
OPERATING CAPITAL OUTLAY	752,399	47,022	410,044
FIXED CAPITAL OUTLAY	842,325	0	5,077,000
INTERAGENCY EXPENDITURES	5,600,654	13,085,259	23,008,385
<b>TOTAL EXPENDITURES</b>	<b>21,412,532</b>	<b>26,929,699</b>	<b>59,068,588</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>1,067,335</b>	<b>(26,929,699)</b>	<b>0</b>
<b><u>General Fund -</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	6,885,720	0	4,938,432
LOCAL REVENUES	86,480	0	86,480
STATE REVENUES	2,764,556	0	2,740,000
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	0	0	1,866,522
<b>TOTAL REVENUES</b>	<b>9,736,756</b>	<b>0</b>	<b>9,631,434</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	4,823,646	0	5,181,595
CONTRACTUAL SERVICES	869,332	277,189	2,074,290
OPERATING EXPENDITURES	563,417	50,127	1,016,233
OPERATING CAPITAL OUTLAY	111,349	0	253,336
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	838,652	93,455	1,105,980
<b>TOTAL EXPENDITURES</b>	<b>7,206,396</b>	<b>420,771</b>	<b>9,631,434</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>2,530,360</b>	<b>(420,771)</b>	<b>0</b>
<b><u>Land Management Operations -</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	1,063,508	0	2,314,250
LOCAL REVENUES	0	0	0
STATE REVENUES	2,157,907	0	2,290,119
FEDERAL REVENUES	0	0	40,000
FUND BALANCE UTILIZATION	0	0	2,020,330
<b>TOTAL REVENUES</b>	<b>3,221,415</b>	<b>0</b>	<b>6,664,699</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	754,815	0	786,979
CONTRACTUAL SERVICES	1,896,544	284,879	3,328,610
OPERATING EXPENDITURES	366,557	34,023	722,467
OPERATING CAPITAL OUTLAY	12,856	47,022	156,708
FIXED CAPITAL OUTLAY	190,399	0	977,000
INTERAGENCY EXPENDITURES	585,091	61,657	692,935
<b>TOTAL EXPENDITURES</b>	<b>3,806,262</b>	<b>427,581</b>	<b>6,664,699</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(584,847)</b>	<b>(427,581)</b>	<b>0</b>

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT**  
**STATEMENT OF ACTIVITY - REVENUE AND EXPENSE ROLLUP (UNAUDITED)**  
**FOR 9/30/2021**

	Y-T-D ACTUAL	ENCUMBRANCE	ANNUAL BUDGET
<b><u>District Special Revenue -</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	0	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	0
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	1,192,292	0	5,319,470
<b>TOTAL REVENUES</b>	<b>1,192,292</b>	<b>0</b>	<b>5,319,470</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	739,786	1,988,279	2,250,000
OPERATING EXPENDITURES	13,935	55	30,000
OPERATING CAPITAL OUTLAY	15,265	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	423,306	1,569,667	3,039,470
<b>TOTAL EXPENDITURES</b>	<b>1,192,292</b>	<b>3,558,001</b>	<b>5,319,470</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>0</b>	<b>(3,558,001)</b>	<b>0</b>
<b><u>State Special Revenue -</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	225,577	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	6,377,533	0	31,178,384
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	656,316	0	2,583,601
<b>TOTAL REVENUES</b>	<b>7,259,426</b>	<b>0</b>	<b>33,761,985</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	591,565	0	724,985
CONTRACTUAL SERVICES	2,347,960	6,588,059	10,749,000
OPERATING EXPENDITURES	3,779	4,865	36,000
OPERATING CAPITAL OUTLAY	612,930	0	0
FIXED CAPITAL OUTLAY	651,926	0	4,100,000
INTERAGENCY EXPENDITURES	3,752,255	11,360,480	18,152,000
<b>TOTAL EXPENDITURES</b>	<b>7,960,415</b>	<b>17,953,404</b>	<b>33,761,985</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(700,989) *</b>	<b>(17,953,404)</b>	<b>0</b>
	<i>*To be reimbursed by State Grants</i>		
<b><u>Federal Special Revenue -</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	0	0	75,000
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	0
FEDERAL REVENUES	1,069,977	0	3,616,000
FUND BALANCE UTILIZATION	0	0	0
<b>TOTAL REVENUES</b>	<b>1,069,977</b>	<b>0</b>	<b>3,691,000</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	9,242	0	16,000
CONTRACTUAL SERVICES	1,235,448	4,569,943	3,651,000
OPERATING EXPENDITURES	1,127	0	6,000
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	1,350	0	18,000
<b>TOTAL EXPENDITURES</b>	<b>1,247,167</b>	<b>4,569,943</b>	<b>3,691,000</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(177,190) *</b>	<b>(4,569,943)</b>	<b>0</b>
	<i>*To be reimbursed by Federal Grants</i>		

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board  
FROM: Christina Green, Budget Manager, Office of Finance  
THRU: Tim Alexander, Deputy Executive Director, Division of Business and Community Services  
DATE: October 29, 2021  
RE: Fiscal Year 2020 - 2021 Budget Modifications

**RECOMMENDATION**

Authorize budget modifications to the Fiscal Year 2020 - 2021 Adopted Budget.

**BACKGROUND**

District procedures allow for budget modifications for transactions that do not change the original intent of the approved budget. These modifications will not increase or decrease the total District budget.

Based on actual expenditures in Fiscal Year 2020 - 2021 (FY 2021), changes are requested to properly align expenditures with actuals. Modifications include contractual services, operating capital outlay, and interagency expenditures within and across programs, funds, and projects.

The attached Budget Modification Report includes budget modifications to the FY 2021 budget by fund and expense category.

CG/tm  
Attachment

Suwannee River Water Management District

Amended Budget FY 2020 - 2021	TOTAL BUDGET	DISTRICT SPECIAL REVENUE FUND	Increase	Decrease	AMENDED	STATE SPECIAL	Increase	Decrease	AMENDED
					DISTRICT SPECIAL REVENUE FUND	REVENUE FUND			REVENUE FUND
<b>Revenues</b>									
District Revenue	\$ 7,327,682	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local Revenue	86,480	-	\$ -	\$ -	-	-	\$ -	\$ -	\$ -
State Revenue	36,208,503	-	\$ -	\$ -	-	31,178,384	\$ -	\$ -	\$ 31,178,384
Federal Revenue	3,656,000	-	\$ -	\$ -	-	-	\$ -	\$ -	-
<b>Total Revenues</b>	<b>\$ 47,278,665</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 31,178,384</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 31,178,384</b>
Transfers In	75,000	-	\$ -	\$ -	-	-	\$ -	\$ -	-
Transfers Out	(75,000)	-	\$ -	\$ -	-	-	\$ -	\$ -	-
Fund Balance Utilization	11,789,923	5,319,470	\$ -	\$ -	5,319,470	2,583,601	\$ -	\$ -	2,583,601
<b>TOTAL REVENUES, TRANSFERS &amp; FUND BALANCE UTILIZATION</b>	<b>\$ 59,068,588</b>	<b>\$ 5,319,470</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 5,319,470</b>	<b>\$ 33,761,985</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 33,761,985</b>
<b>Expenditures</b>					\$ -				\$ -
Salaries & Benefits	6,709,559	-	\$ -	\$ -	-	724,985	\$ -	\$ -	724,985
Contractual Services	22,037,600	2,250,000	\$ -	\$ (15,300)	2,234,700	10,749,000	\$ -	\$ -	10,749,000
Operating Expenditures	1,810,700	30,000	\$ -	\$ -	30,000	36,000	\$ -	\$ -	36,000
Operating Capital Outlay	1,038,344	-	\$ 15,300	\$ -	15,300	-	\$ 613,000	\$ -	613,000
Fixed Capital Outlay	5,077,000	-	\$ -	\$ -	-	4,100,000	\$ -	\$ -	4,100,000
Interagency Expenditures	22,395,385	3,039,470	\$ -	\$ -	3,039,470	18,152,000	\$ -	\$ (613,000)	17,539,000
<b>TOTAL EXPENDITURES</b>	<b>\$ 59,068,588</b>	<b>\$ 5,319,470</b>	<b>\$ 21,735</b>	<b>\$ (21,735)</b>	<b>\$ 5,319,470</b>	<b>\$ 33,761,985</b>	<b>\$ 21,735</b>	<b>\$ (21,735)</b>	<b>\$ 33,761,985</b>

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board  
FROM: Pam Shaw, Chief, Office of Finance  
THRU: Tim Alexander, Deputy Executive Director, Division of Business and Community Services  
DATE: October 29, 2021  
RE: Resolution 2021-09, Fiscal Year 2020 – 2021 Budget Amendment Number One

**RECOMMENDATION**

Approve budget amendment number one for Fiscal Year 2020 - 2021 to transfer the net assets of individual funds as of September 30, 2020, into the appropriate consolidated special revenue funds.

**BACKGROUND**

On December 12, 2019, the Governing Board approved a consolidated Special Revenue Fund Structure for Fiscal Year 2020 - 2021 (FY 2021) Budget and Financial Reporting. To finalize this restructure, the district will need to transfer the net assets as of September 30, 2020 from the old funds to the new special revenue funds. Net assets include assets, liabilities, and fund balances. This budget amendment was sent to Florida Department of Environmental Protection for review and approval by the Executive Office of the Governor's Legislative Budget Commission on October 8, 2021.

The Land Management and Operations Special Revenue Fund previously known as Land Acquisition and Management Fund contains net assets total \$3,238,659.55. No transfer or budget amendment is required.

The District Special Revenue Fund consolidated three special revenue funds and one project from the general fund. A budget amendment is needed to transfer the net assets out of the following funds into the new fund for a total of \$10,697,963.83.

- Project Effectiveness Metrics Fund - \$517,211.81
- Agricultural Cost-Share Fund for \$3,569,682.81
- RIVER Cost-Share Fund for \$2,813,478.36
- Water Resource Development Projects from the General Fund for \$3,797,590.85

The State Special Revenue Fund consolidated twelve special revenue funds. A budget amendment is needed to transfer the net assets out of the following funds into the new fund for a total of \$9,318,996.84.

- Alternative Water Supply and Water Protection Sustainability Project Grant for \$84,532.21
- Water Management Lands Trust Fund – Springs for \$9,957.20
- Florida Forever and Preservation 2000 Fund for \$18,148.98

- Department of Transportation-Environmental Transportation Decision Making (ETDM) Fund for \$42,555.69
- Department of Mitigation Fund for \$312,050.53
- Suwannee River Partnership Fund for \$844,329.63
- Land Acquisition – PCS Mitigation Fund for \$8,007,422.60

The Federal Special Revenue Fund consolidated two special revenue funds. No budget amendment is needed because there were no net assets in these funds. The transfers will retain their current Governmental Accounting Standards Board (GASB) Statement No. 54 classification of Non-spendable, Restricted, Committed and Assigned.

PS/tm  
Attachments

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT**

**RESOLUTION 2021-09**

**RESOLUTION APPROVING BUDGET AMENDMENT NUMBER ONE TO  
TRANSFER NET ASSETS TO CONSOLIDATED SPECIAL REVENUE  
FUNDS FOR FISCAL YEAR 2020-2021**

**WHEREAS** the Suwannee River Water Management District's (District's) financial statements are prepared in accordance with accounting principles generally accepted in the United States of America; and

**WHEREAS** the Governmental Accounting Standards Board (GASB) has adopted Statement No. 54 (GASB 54), Fund Balance Reporting and Governmental Fund Type Definitions effective for financial statements for periods beginning after June 15, 2010; and

**WHEREAS** the District's Fund Balance Classifications, in accordance with GASB 54, be formalized in a resolution approved by the Governing Board; and

**WHEREAS** the Governing Board approved a consolidated Special Revenue Fund structure on December 12, 2019 for the Fiscal Year 2020-2021 (FY 2021); and

**WHEREAS** the budget amendment 2021 to transfer the net assets from individual funds to the new consolidated Special Revenue Funds as of September 30, 2020 was sent to the Executive Office of the Governor's Legislative Budget Commission for review and approval on October 08, 2021; and

**WHEREAS** the Governing Board authorizes fund balance transfers from the General Fund and various Special Revenue Funds into consolidated District and State Special Revenue Funds.

**WHEREAS** the Governing Board approves the transfers as an internal accounting budget amendment.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Board of the District, that Fiscal Year 2020-2021 Fund Balance Classification shall be as shown on the Fund Balance Classifications attachment.

**PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF NOVEMBER 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  
DR. GEORGE COLE  
WILLIAM LLOYD  
LARRY SESSIONS  
HARRY SMITH  
LARRY K. THOMPSON**

**ATTEST:** \_\_\_\_\_

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT - FY 2021 FUND CONSOLIDATION**

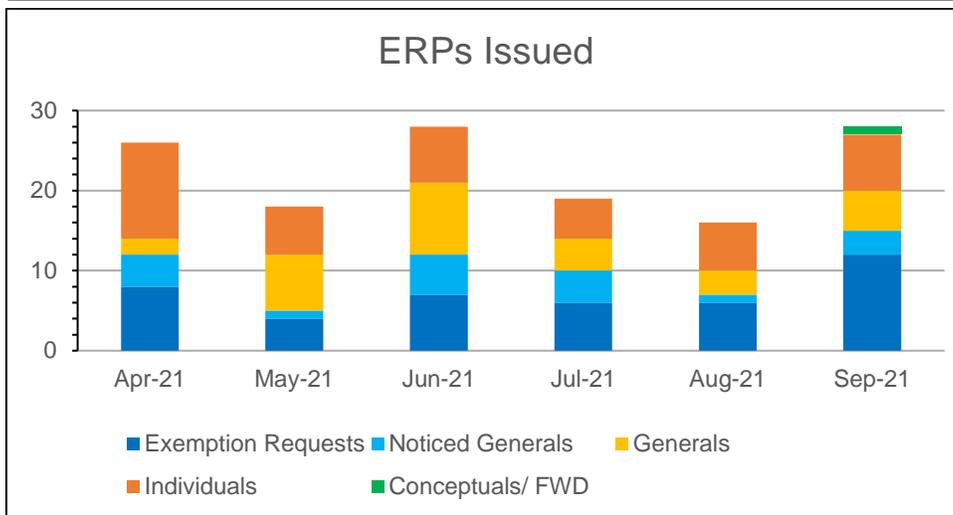
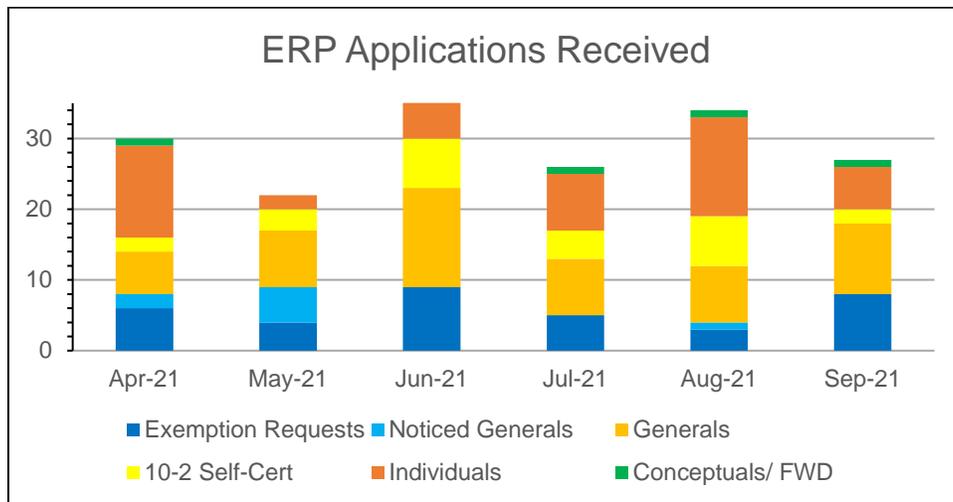
**RESOLUTION 2021-09 FUND BALANCE CLASSIFICATION**

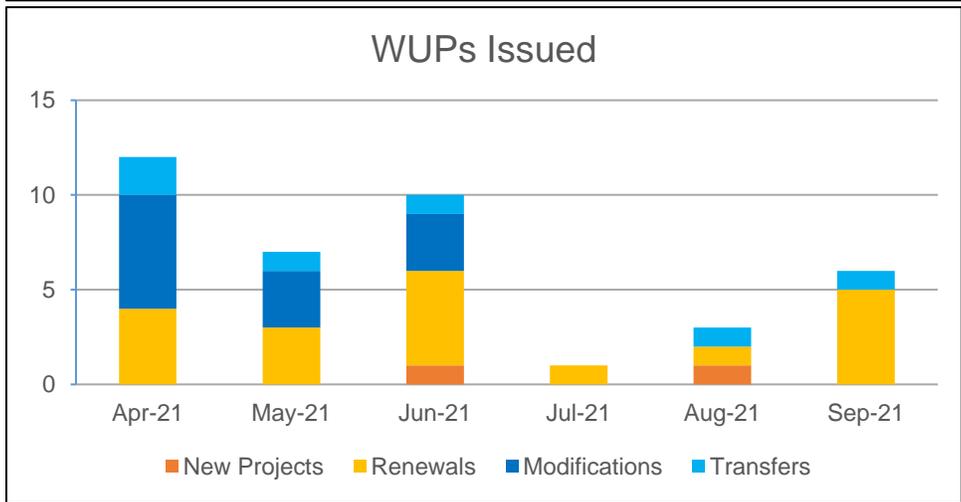
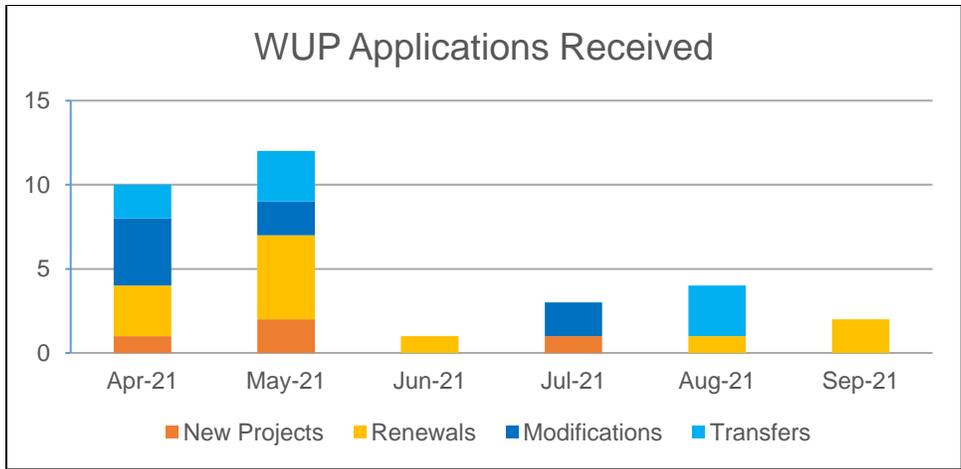
	Fund Balance as of 9/30/20						FY21 Internal Budget Transfers	Description
	Nonspendable	Restricted	Committed	Assigned	Unassigned	Total		
<b>GENERAL FUND</b>								
01 GENERAL FUND	879,376.65	-	2,434,127.00	3,651,190.00	8,414,015.04	15,378,708.69	-	
52 WATER RESOURCE DEVELOPMENT PROJECTS	-	-	3,797,590.85	-	-	3,797,590.85	(3,797,590.85)	Transfer to District Special Revenue Fund
<b>SPECIAL REVENUE FUNDS</b>								
<b>LAND MANAGEMENT &amp; OPERATIONS SPECIAL REVENUE FUND</b>							3,238,659.55	
13 LAND ACQUISITION AND MANAGEMENT	-	3,238,659.55	-	-	-	3,238,659.55	(3,238,659.55)	Rename Land Management & Operations Special Revenue Fund
<b>DISTRICT SPECIAL REVENUE FUND</b>							10,697,963.83	
09 PROJECT EFFECTIVENESS METRICS ( PREVIOUSLY MONITORING WELL)	-	-	517,211.81	-	-	517,211.81	(517,211.81)	Transfer to District Special Revenue Fund
51 AGRICULTURAL COST-SHARE	-	-	3,569,682.81	-	-	3,569,682.81	(3,569,682.81)	Transfer to District Special Revenue Fund
53 RIVER COST-SHARE	-	-	2,813,478.36	-	-	2,813,478.36	(2,813,478.36)	Transfer to District Special Revenue Fund
<b>STATE SPECIAL REVENUE FUND</b>							9,318,996.84	
03 ALTERNATIVE WATER SUPPLY & WPSP GRANTS	42,437.38	42,094.83	-	-	-	84,532.21	(84,532.21)	Transfer to State Special Revenue Fund
08 (WMLTF)	4,786.62	5,170.58				9,957.20	(9,957.20)	Transfer to State Special Revenue Fund
10 FLORIDA FOREVER & PRESERVATION 2000	1,024.52	17,124.46				18,148.98	(18,148.98)	Transfer to State Special Revenue Fund
12 DECISION MAKING)	1,153.88	41,401.81				42,555.69	(42,555.69)	Transfer to State Special Revenue Fund
19 DOT MITIGATION	12,705.92	299,344.61				312,050.53	(312,050.53)	Transfer to State Special Revenue Fund
29 SUWANNEE RIVER PARTNERSHIP (SRP)	25,395.21	818,934.42				844,329.63	(844,329.63)	Transfer to State Special Revenue Fund
33 LAND ACQUISITION - PCS MITIGATION	217,118.87	7,790,303.73				8,007,422.60	(8,007,422.60)	Transfer to State Special Revenue Fund
<b>TOTAL FUND BALANCE</b>	<b>1,183,999.05</b>	<b>12,253,033.99</b>	<b>13,132,090.83</b>	<b>3,651,190.00</b>	<b>8,414,015.04</b>	<b>38,634,328.91</b>	-	Net Effect on Fund Balance

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

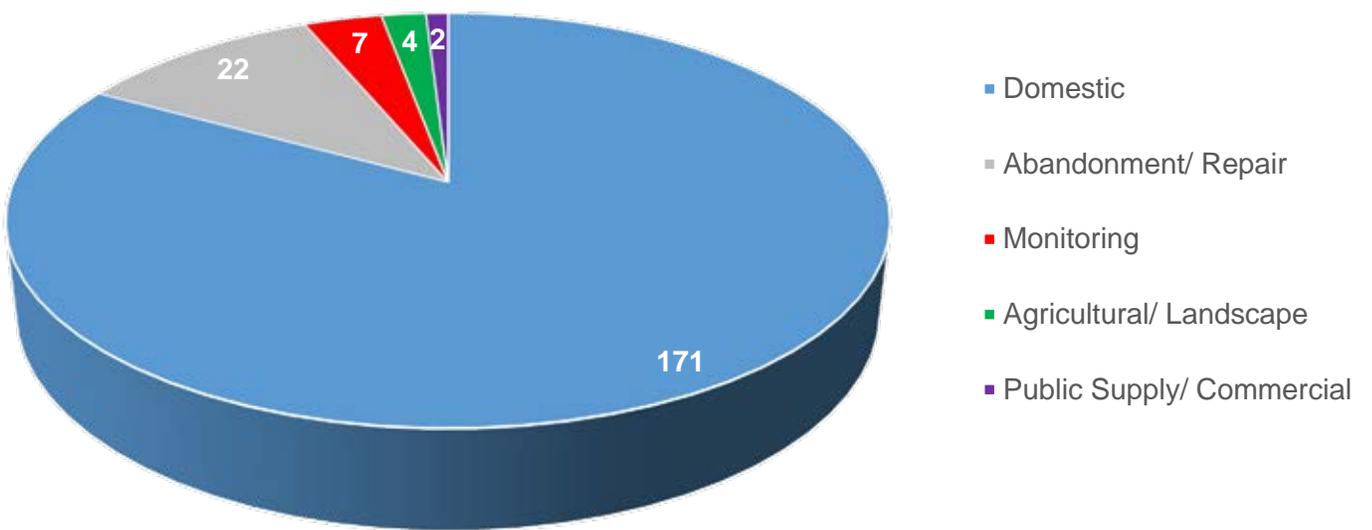
MEMORANDUM

TO: Governing Board  
FROM: Warren Zwanka, Director, Division of Resource Management  
THRU: Tim Alexander, Deputy Executive Director, Business and Community Services  
DATE: October 29, 2021  
RE: Permitting Summary Report





Water Well Permits Issued September 2021



**40B-1.1010 Pt. of Entry into Proceedings**

GB Authorized Rulemaking	6.8.2021
Notice of Rule Development	7.20.2021
Public Workshop	N/A
Notice of Proposed Rule	
Notice of Rule Change	
File with DOS	
<b>Repealed</b>	

**40B-1.703 Permit App. Procedures**

GB Authorized Rulemaking	6.8.2021
Notice of Rule Development	7.20.2021
Public Workshop	N/A
Notice of Proposed Rule	9.15.2021
Notice of Rule Change	N/A
File with DOS	
<b>Effective Date</b>	

**40B-1.704 Bond**

GB Authorized Rulemaking	6.8.2021
Notice of Rule Development	7.20.2021
Public Workshop	N/A
Notice of Proposed Rule	9.15.2021
Notice of Rule Change	N/A
File with DOS	
<b>Effective Date</b>	

**40B-1.706 Fees**

GB Authorized Rulemaking	6.8.2021
Notice of Rule Development	7.20.2021
Public Workshop	N/A
Notice of Proposed Rule	9.15.2021
Notice of Rule Change	N/A
File with DOS	
<b>Effective Date</b>	

**40B-1.709 Permit Suspension, Revoc., Mod.**

GB Authorized Rulemaking	6.8.2021
Notice of Rule Development	7.20.2021
Public Workshop	N/A
Notice of Proposed Rule	9.15.2021
Notice of Rule Change	N/A
File with DOS	
<b>Effective Date</b>	

**Chapter 40B-0, F.A.C.**

GB Authorized Rulemaking	
Notice of Rule Development	
Public Workshop	
Notice of Proposed Rule	
Notice of Rule Change	
File with DOS	
<b>Effective Date</b>	

**Compliance Agreements:**

None to report

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Bill McKinstry, Chief, Office of Land Management

THRU: Katelyn Potter, Director, Division of Outreach and Operations

DATE: September 29, 2021

RE: District Land Management and Twin Rivers State Forest Activity Summary

**BACKGROUND**

Edwin McCook toured University of Florida's Sustainable Recreation Planning Class on October 2 and 3, 2021. The group toured District lands, several private and public parks in the Middle Suwannee region and camped at the Adams Tract River Camp.

Stormwater facility mowing and gate installation was performed at the Alligator Lake Tract, and District staff coordinated with Columbia County staff on access and maintenance.

District contractor removed debris and trash from the RO Ranch Life Estate.

District contractors have completed harvesting timber on Nature Coast Wellfield Tract.

District contractor has completed the Fiscal Year 2021 forest inventory.

District contractors are working on roads in Mallory Swamp and Steinhatchee Springs tracts.

Florida Forest Service (FFS) completed mowing of all the designated parking areas including the Twin Rivers Wildlife Management Area check station.

The harvesting operations for the Ellaville Chipping 2021 and #20 timber sales were completed satisfactorily.

The attached report summarizes the status of current District and Twin Rivers State Forest (TRSF) activities for the preceding month.

**Conservation Easement Monitoring:** None

**Vegetation Management Projects:** During the report period, 848 additional acres of broadcast herbicide treatments were completed on several tracts. 70 miles of ditch edge herbicide treatments were also completed.

Vegetation management work is conducted for fuel reduction, natural community restoration, and wildfire mitigation purposes.

Vegetation Management (10/01/2021 – 10/15/2021)

2021 ACTIVITY	ACRES	ACRES	MILES	MILES
	Planned	Complete	Planned	Complete
Herbicide	921	950	70	70
Roller Chop Uplands	248	254	0	0
Roller Chop (Mallory Swamp)	1,000	0	0	0
Woods Mowing	2,000	2,167	0	0
Ditch Edge Mowing	0	0	25	100

**Invasive Plant Monitoring Program:** During the report period, 8 additional infestations were treated by District staff.

Invasive Plant Treatments (10/01/2020 – 09/30/2021)

21 ACTIVITY	INFESTATIONS	INFESTATIONS
	Planned	Complete
Invasive Plant	153	121

**Rare Plant Monitoring/Surveying Program:** During the report period, no additional rare plant occurrences were monitored or surveyed.

Rare Plant Monitoring (10/01/2020 – 09/30/2021)

2021 ACTIVITY	OCCURRENCES	OCCURRENCES
	Planned	Complete
Rare Plant Species Monitoring	140	151
Rare Species Surveying	0	89

**Prescribed Fire Program:**

- Contractors conducting prescribed burns on District lands include B&B Dugger, Schmidt Reforestation Services, and Wildlands Services. 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. No additional acres were burned during the reporting period.

Prescribed Fire Summary Table (10/1/2020 – 09/30/2021)

	2021 TARGET ACRES	ACRES COMPLETED
SRWMD	7,000	5,045
FFS TRSF	2,000	1,744
TOTAL	9,000	6,789

**Timber Sales:** Open and Recently Completed Timber Sales

Open Timber Sales

SALE NAME	COUNTY	ACRES	HARVEST TYPE
Cuba Bay #2	Madison	315	Thinning
Steinhatchee Springs #19	Lafayette	330	Thinning
Steinhatchee Springs #20	Lafayette	208	Thinning
Steinhatchee Springs #21	Lafayette	366	Thinning
Seven Bridges #1	Jefferson	224	Thinning
Sandlin Bay #6	Columbia	192	Thinning
Sandlin Bay #7	Columbia	219	Thinning
Sandlin Bay #8	Columbia	233	Thinning
High Springs Wellfield #1	Alachua	239	Thinning
Holton Creek #4	Hamilton	130	Hardwood Removal
Ellaville #21	Madison	140	Clearcut and Chipping
Little River #6	Suwannee	187	Clearcut
Withlacoochee #4	Hamilton	113	Clearcut and Chipping

Recently Completed Timber Sales

SALE NAME	COUNTY	ACRES	HARVEST TYPE	REVENUE
*Ellaville Chipping 2021	Madison	172	Site-Prep Chipping	\$373.39
*Ellaville #20	Madison	276	Clearcut and Thinning	\$369,632.37
Nature Coast Wellfield #2	Levy	110	Clearcut	\$265,991.53
Wolf Creek #1	Jefferson	72	Thinning	\$100,991.23
Ellaville Salvage 2021	Madison	5	Salvage	\$276.70

\*Harvest Complete and waiting on final settlement

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board  
FROM: Bill McKinstry, Chief, Office of Land Management  
THRU: Katelyn Potter, Director, Division of Outreach and Operations  
DATE: October 29, 2021  
RE: Contract with H. B. Tuten Jr. Logging, for the Cabbage Grove #2 Timber Sale

**RECOMMENDATION**

Authorize the Executive Director to Execute a Contract with H. B. Tuten Jr. Logging, for the Cabbage Grove #2 Timber Sale.

**BACKGROUND**

On October 4, 2021, the District issued an Invitation to Bid (ITB 21/22-001 OPS) for timber located on the Cabbage Grove Tract in Taylor County. This timber harvest is a 222-acre third-row logger select thinning of 17-year-old slash pine. The harvest is the first step in the historic mesic flatwoods natural community restoration plan. It will allow the best trees to continue growing onsite while opening the canopy up to increase groundcover and reintroduce prescribed fire. This will drive the timber stand towards the desired future conditions of the area.

Bid responses were received on October 19, 2021. Bids were received from two companies indicated below. The bid calculation revenue is based on the lump sum payment for the pine timber.

<b>Bidder</b>	<b>City</b>	<b>Bid Calculation Revenue</b>
H. B. Tuten Jr. Logging	Perry, Florida	\$234,525.90
Genesis Timber	Madison, Florida	\$189,294.00

SC/pf

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Tara Rodgers, Chief, Office of Hydrological Data Services

THRU: Katelyn Potter, Director, Division of Outreach and Operations

DATE: October 29, 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 October 18, 2021, the District has permitted 1,860 (261.4 MGD) irrigation wells which include a water use monitoring condition, of which 1,523 (228.8 MGD) wells are active, i.e., the wells have been drilled already. The District is monitoring 1,420 (213.8 MGD) of the 1,523 active wells. The remaining 103 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 706 (134.3 MGD) monitoring points.

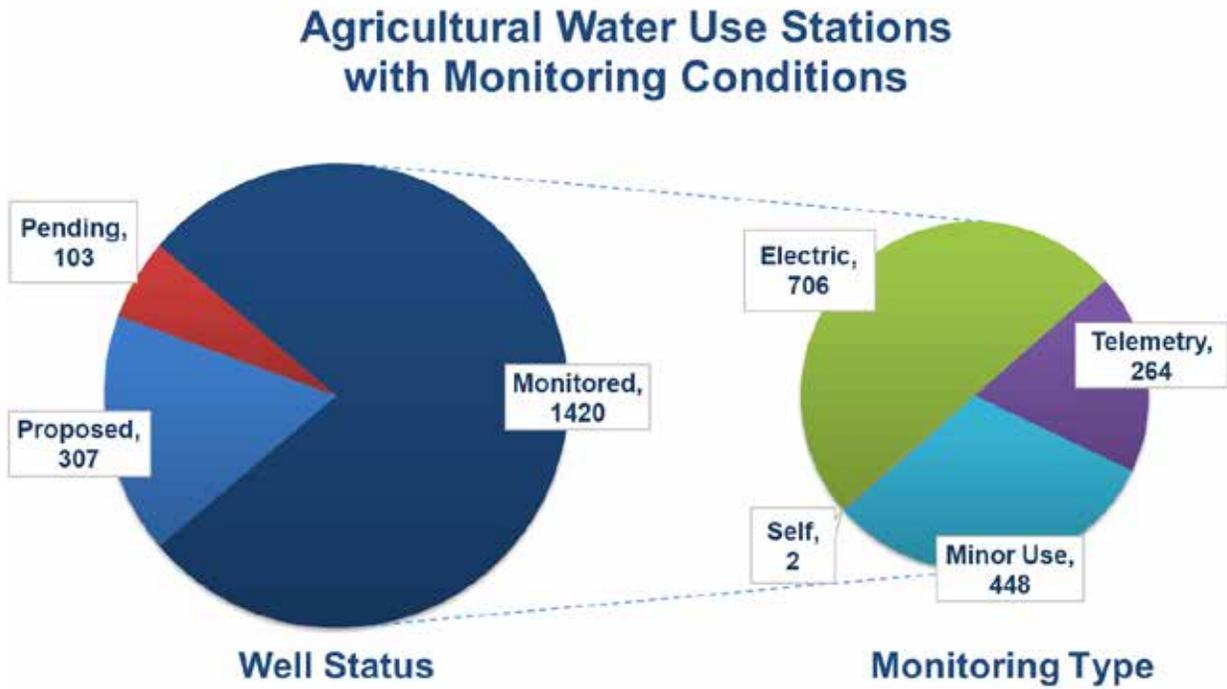
Not all withdrawal points are suitable for estimation using power consumption. Diesel-powered pumps and complex interconnected irrigation systems still require direct methods of monitoring. The District employs telemetry to conduct water use monitoring on diesel-power systems. There are currently 264 (46.7 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 448 (32.5 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 (0.28 MGD) self-monitored points.

Since April 2017, the District has consistently had over 92.5% of active wells and permitted allocation being monitored. To date, the District is monitoring approximately 93.24% of existing active wells (93.43% 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.



SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Leroy Marshall, Chief, Office of Agriculture and Environmental Projects

THRU: Amy Brown, Deputy Executive Director, Division of Water Resources

DATE: October 29, 2021

RE: Task Work Assignment with Atkins North America, Inc. for Federal Emergency Management Agency Fiscal Year 2020 Risk Mapping Assessment and Planning Program Services

**RECOMMENDATION**

Authorize the Executive Director to execute a task work assignment for Federal Emergency Management Agency Fiscal Year 2020 Risk Mapping Assessment and Planning Program Project Management Consulting Services for an amount not to exceed \$672,819.

**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, Assessment and Planning (Risk MAP) Program to hire engineering firms who help local governments update and improve their floodplain maps and help increase the public's flood hazard awareness. In September 2020, the District was awarded a grant in the amount of \$2,136,750 to implement the Fiscal Year (FY 2020) Risk MAP Mapping Activity Statement (MAS), Project Management and Community Outreach and Mitigation Strategies Scopes of Work, of which \$672,819 was allocated to Atkins North America, Inc. (Atkins) for Project Management Consultant (PMC) services.

In January 2020, the Governing Board approved Atkins as a qualified engineering firm to provide PMC services for FEMA FY 2019 through FY 2024 Risk MAP projects. The PMC firm helps the District manage all ongoing FEMA projects and is responsible for staying abreast of FEMA's changing rules and standards. They provide quality assurance and quality control for the data submitted by the product production consultants, coordinate public education and outreach for all FEMA related projects, and maintain the District's Flood Report Website. This task work assignment will increase the total amount of the contract from \$647,855 to \$1,320,674.

The CTP program directly supports the District's core mission of reducing flood vulnerability. Firms invoice the District as they complete the work and FEMA reimburses the District by direct deposit within days of submitting the invoices. Funds are included in the FY 2022 Final Budget under code 56-0-701-0-1300-20.

LM/tm  
Attachment

SUWANNEE RIVER WATER MANAGEMENT DISTRICT  
TASK WORK ASSIGNMENT REGARDING  
FEMA FY20 Risk MAP Program Management

**Task Work Assignment: 20/21-070-002**

**Title: FEMA FY20 Risk MAP Program Management**

**Amount: Not to exceed \$672,819**

**Funding: FEMA FY20 Grant**

# Task Work Assignment (TWA) 20/21-070-002

ATKINS Scope of Services for TWA 002 under SRWMD Contract 20/21-070 between Suwannee River Water Management District and Atkins North America, Inc. for Professional Services

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## Task 2.1. Atkins Discovery and Independent QA/QC tasks under SRWMD FEMA Mapping Activities Statement 20.17.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):**

<b>Aucilla Watershed Discovery</b>	<b>\$49,480</b>
<b>Alapaha Watershed Discovery</b>	<b>\$38,520</b>
<b>Total Fees for Discovery</b>	<b>\$88,000</b>

### ***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 Withlacoochee Watershed (\$32,650); plus, additional Santa Fe Watershed QA/QC tasks under MAS 20.17.f (\$81,169): \$113,819** (See Figure 1, pg. 18 for details)

## Mapping Activities Statement 20.17.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](http://www.fema.gov/media-library/assets/documents/35313), 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](http://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](http://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 (\$88,000) and QA/QC (\$113,819) as described above under Mapping Activities Statement No. 20.17.f: (See Figure 1 for details): \$201,819**

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<sup>1</sup> 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 2.2. 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. 20.17.p

Atkins is responsible for the activities in the PM SOW 20.17.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)**

<b>MAS Activities</b>	<b>Deliverable</b>	<b>Deliverable Due Date</b>	<b>Submitted To</b>
<b>SRWMD FEMA Business Plan</b>	<i>Business Plan Document</i>	<i>Draft July 2022 Final September 2022</i>	<i>SRWMD for FEMA PO</i>
<b>Global Program Management (required)</b>	<i>Program Management Plan</i>	<i>Ongoing through life of project</i>	<i>SRWMD</i>
<b>CNMS Updates</b>	<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 20.17.p: \$76,000**

Task 2.3. Atkins Community Engagement Tasks in accordance with SRWMD COOPERATING TECHNICAL PARTNERS (CTP) COMMUNITY OUTREACH AND MITIGATION STRATEGIES (COMS) STATEMENT OF WORK (SOW) No. 20.17.c

Atkins is responsible for the activities in the COMS SOW 20.17.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
COMS Engagement Plan (required; combined with PM SOW 20.17.p Strategic Business Plan	COMS Engagement Plan as part of PMSOW20.17.p Strategic Business Plan	January 31, 2022	FEMA PO
Strategic Planning for Community Engagement	1) Relationship Management Plan  2) Communication and Outreach Strategy	8 months from award date (for both)	FEMA PO
Strategic Planning for Community Engagement	New or updated Community Profile	Within 30 days of FEMA request or identification	FEMA PO
Training and Community Development	Workshop based on needs identified – develop and deliver training	Video training updates September 2021	Community (FEMA PO)
Training and Community Development	Community Planning Online Seminar – develop and deliver training  (provide final attendee list and completed participant pre/post surveys)	Spring target: June 2022  Fall target: Nov 2022	Community (FEMA PO)

Task and Activity			
SOW Task	Deliverable	Deliverable Due Date	Submitted To
Pilot Project 1  Outreach Public Relations Campaign	Discovery, research, planning and decision-making report	Within 8 weeks of contracting with consultant	SRWMD
	Pre-assessment, communication strategy, creative concepts, themes and branding plan	Within 6 months of contracting with consultant	SRWMD
	Advertising runs, outreach activities report	Within 2 years of contracting	SRWMD
	Post-assessment, final report, presentation of findings, engagement analytics assessment	Within 26 months of contracting with consultant	SRWMD and FEMA
Pilot Project 2  Website enhancements for expanded public engagement	Updates on activity and Table 7.1 Performance metrics	Annual over life of grant	SRWMD and FEMA

**Total of Atkins Fees Not to Exceed for tasks under COMS SOW 20.17.c: \$395,000**

[Atkins Total Compensation for TWA 20/21-070-002 under SRWMD Contract 20/21-070](#)

**Total of Atkins Fees under TWA 20/21-070-002 Not to Exceed \$672,819.** Funded under FY20 FEMA RiskMAP Grant, and detailed in the following: the SRWMD Mapping Activities Statement MAS 20.17.f (Discovery and QA/QC tasks only, as described in MAS 20.17.f excerpts inserted above); all tasks in the PM SOW 20.17.p (attached), all tasks in the COMS SOW20.17.c (attached).

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

**Figure 1. SRWMD FEMA FY20 RiskMAP Grant : Atkins Summary Scope and Fees**

<b>PM SOW</b>			
	<b>Hrs</b>	<b>Avg hrly</b>	<b>Totals</b>
Business Plans (merged with COMS)	36	\$167	\$6,000
Global Program Management (required)	413	\$167	\$69,000
Coordinated Needs Management Strategy (CNMS)	8	\$125.00	\$1,000
<b>PM SOW Total</b>			<b>\$ 76,000</b>
<b>COMS SOW</b>			
Strategic Business Plan (combined)			
Strategic Planning for Community Engagement	100	\$160	\$16,000
Meetings and Process Facilitation	85	\$154	\$13,100
Communication and Outreach to Communities	40	\$149	\$6,000
Training and Community Capability Development	176	\$142	\$25,000
Staffing	45	\$110	\$5,000
COMS Special Project 1, Multi-yr Public Relations Campaign:			
Discovery, research, planning and decision making	205	\$190	\$38,950
Pre-assessment, communication strategy, creative concepts, themes and branding – completed within six months of engagement	300	\$175	\$52,500
Advertising runs, outreach activities - completed within 24 months of engagement	240	\$175	\$42,000
Close-out meeting, Post-assessment, final report, presentation of findings, engagement analytics assessment, lessons learned	150	\$190	\$28,500
Ongoing maintenance and enhancement of products and processes over remaining life of grant	252	\$151	\$38,050
<b>Special Project 1 Total</b>	<b>1147</b>	<b>\$174</b>	<b>\$200,000</b>
COMS Special Project 2, Website enhancements for expanded public engagement			
Ongoing data and updates to web services	100	\$135	\$13,500
Ongoing enhancements to flood risk report	120	\$150	\$18,000
Ongoing packaging of models for online download	80	\$130	\$10,400
Initiate processes to support 3D flood risk visualization and risk rating 2.0, including automated FFE pilot	600	\$155	\$93,000
<b>Special Project 2 Total</b>	<b>900</b>	<b>\$150</b>	<b>\$134,900</b>
<b>COMS Total</b>			<b>\$ 400,000</b>
<b>Atkins Total from COMS (-\$5,000 for District Staff to attend training and conferences)</b>			<b>\$ 395,000</b>
<b>SRWMD FY20 FLOOD RISK MAS</b>			
<b>1. Withlacoochee Flood Risk Study QC Cost Estimate</b>	<b>Task</b>	<b>Cost</b>	
Survey & Independent QA/QC	Survey QC	\$1,000	
One, including Independent QA/QC	Base Map QC	\$1,000	
Prepare Existing LiDAR DEM & Independent QC	Topo QC	\$1,000	
8 HUC10 Watersheds (Full HUC-8) & Independent QC	Hydrology 2D Approximate QC	\$5,200	
All Unverified: Zone A (331 miles), AE (25 miles) & QA/QC	2D Approx Hydraulics/Flood Map QC	\$6,600	
Two Counties & Independent QA/QC	DFIRM DB QC	\$900	
55 Panels, 1 index, FIS & Independent QA/QC	Prelim Products QC	\$12,750	
Region IV Standard & Independent QA/QC	Non-Regulatory Products QC	\$4,200	
<b>Withlacoochee Flood Risk Study QA/QC Total</b>		<b>\$32,650</b>	

Figure 1. SRWMD FEMA FY20 RiskMAP Grant : Atkins Summary Scope and Fees (continued)

<b>SRWMD FY20 FLOOD RISK MAS (continued)</b>			
<b>2. Santa Fe (QC of additional Detail, 2D Approx, and Panels to cover unverified NVUE and watershed)</b>	<b>Task</b>	<b>Cost</b>	
Zone A, AE & Leveraged AE additional 341 NVUE miles) QC	Additional Hydrology QC	\$20,783	
Zone A, AE & Leveraged AE (Additional 341 NVUE miles) QC	Hydraulics & Floodplain MappingQC	\$24,213	
7 Counties using new specifications	Additional DFIRM DB QC	\$490	
111 additional panels, new specs, covering 7 Counties	Additional Prelim Products QC	\$25,502	
Region IV Standard Risk Products	Non-Regulatory Products and QC	\$10,181	
<b>Santa Fe Flood Risk Study QA/QC Total</b>		<b>\$81,169</b>	
<b>Total Atkins QA/QC under MAS 20.17.f</b>		<b>\$113,819</b>	
<b>3. Aucilla and Alapaha Discovery</b>	<b>Hrs</b>	<b>Avg hrly</b>	<b>Totals</b>
<b>Aucilla Discovery</b>			
Stakeholder Engagement/Community Interviews	80	120	\$9,600
Data Analysis	100	120	\$12,000
Discovery Meetings and Reports	88	140	\$12,320
Follow-up and Scoping	88	155	\$13,640
Data Updates/CNMS	16	120	\$1,920
<b>Aucilla Discovery Total</b>			<b>\$49,480</b>
<b>Alapaha Discovery</b>			
Stakeholder Engagement/Community Interviews	44	120	\$5,280
Data Analysis	62	120	\$7,440
Discovery Meetings and Reports	82	140	\$11,480
Follow-up and Scoping	80	155	\$12,400
Data Updates/CNMS	16	120	\$1,920
<b>Alapaha Discovery Total</b>			<b>\$38,520</b>
<b>Total Atkins Discovery under MAS 20.17.f</b>			<b>\$88,000</b>
<b>PM, CNMS &amp; COMS Total</b>		<b>\$ 471,000</b>	
<b>FLOOD RISK MAS 20.17.f Total</b> (Withlacoochee Watershed QA/QC , Santa Fe Watershed QA/QC for additional mileage and panels, Discovery in Alapaha and Aucilla Watersheds)		<b>\$ 201,819</b>	
<b>ATKINS TOTAL For TWA 20/21-070-002 UNDER FY20 FEMA GRANT</b>		<b>\$ 672,819</b>	

Attachments:

*SRWMD CTP PM SOW No. 20.17.p*

*SRWMD CTP COMS SOW No. 20.17.c*

Signature Page for ATKINS Task Work Assignment 20/21-070-002  
FEMA Risk MAP FY20 Program Management Services

Signed this 17 day of September, 2021, by CONSULTANT.

Atkins North America, Inc.

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

Charlotte Maddox, P.E.

As its Vice President

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2021, by DISTRICT.

SUWANNEE RIVER WATER  
MANAGEMENT DISTRICT

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

Hugh Thomas

As its Executive Director

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Leroy Marshall, Chief, Office of Agriculture and Environmental Projects

THRU: Amy Brown, Deputy Executive Director, Division of Water Resources

DATE: October 29, 2021

RE: Task Work Assignment with Wood Environment and Infrastructure Solutions, Inc. for the Open to Closed Basin Investigative Project in the Ichetucknee and Santa Fe Basins

**RECOMMENDATION**

Authorize the Executive Director to execute a task work assignment for the Open to Closed Basin Investigative Project in the Ichetucknee and Santa Fe basins for an amount not to exceed \$60,791.

**BACKGROUND**

The District is developing an updated Recovery and Prevention Strategy for the Lower Santa Fe and Ichetucknee Rivers and Associated Priority Springs in coordination with the Florida Department of Environmental Protection and the St Johns River Water Management District. This strategy will include recharge projects that will contribute to the recovery of the natural system, as well as other project options that focus on conservation and the development of alternative water supplies.

This investigative project will locate, map, and compare open and closed basins within the Ichetucknee and Santa Fe basins, using different storm events, to determine if any of the open basins could be modified to hold additional water before discharging. The additional retained water could be used for recharge to the aquifer or as an alternative water supply to reduce groundwater withdrawals in the area. This phase of the project will not involve construction and should be completed within six months after execution. This work assignment will be executed under Contract 19/21-041.

Funding for this project is included in the FY 2022 Final Budget under code 20-2-586-1-1102-18-00 and will be assigned the Lower Santa Fe and Ichetucknee River code 20-2-586-1-1102-01-00.

LM/tm

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Leroy Marshall, Chief, Office of Agriculture and Environmental Projects

THRU: Amy Brown, Deputy Executive Director, Division of Water Resources

DATE: October 29, 2021

RE: Task Work Assignment with Eutaw Utilities, Inc. for the Retention Pond Conversion Investigative Project in the Ichetucknee and Santa Fe Basins

**RECOMMENDATION**

Authorize the Executive Director to execute a task work assignment for the Retention Pond Conversion Investigative Project in the Ichetucknee and Santa Fe basins for an amount not to exceed \$70,682.

**BACKGROUND**

The District is developing an updated Recovery and Prevention Strategy for the Lower Santa Fe and Ichetucknee Rivers and Associated Priority Springs in coordination with the Florida Department of Environmental Protection and the St Johns River Water Management District. This strategy will include recharge projects that will contribute to the recovery of the natural system, as well as other project options that focus on conservation and the development of alternative water supplies.

This investigative project will locate and provide a high-level determination of whether permitted retention ponds in open basins within the Ichetucknee and Santa Fe basins could be economically converted to hold and percolate more water for recharge. The project will also provide recommendations for alternative practices and cost differences to traditional building practices to determine the cost/benefit ratio of installing these alternative practices on future development. This phase of the project will not involve construction and should be completed within six months after execution. This work assignment will be executed under Contract 19/21-024.

Funding for this project is included in the FY 2022 Final Budget under code 20-2-586-1-1102-18-00 and will be assigned the Lower Santa Fe and Ichetucknee River Code 20-2-586-1-1102-01-00.

LM/tm

## SUWANNEE RIVER WATER MANAGEMENT DISTRICT

### MEMORANDUM

TO: Governing Board

FROM: Susie Hetrick, Chief, Office of Water Resources

THRU: Amy Brown, Deputy Executive Director, Division of Water Resources

DATE: October 29, 2021

RE: Amendment of Memorandum of Agreement with St. Johns River Water Management District for Surface and Groundwater Chemistry Analysis

#### **RECOMMENDATION**

Authorize the Executive Director to amend the current Interagency Agreement with St. Johns River Water Management District to provide surface and groundwater laboratory analyses for an amount not to exceed \$130,000.

#### **BACKGROUND**

The Suwannee River Water Management District (District) has operated a network of surface and groundwater sites for hydrologic and water quality monitoring since the late 1980s. Since 2014, the District has entered into annual agreements with the St. Johns River Water Management District (SJRWMD) that allows the District to utilize SJRWMD's environmental water quality laboratory for routine analyses and a limited number of additional analyses. The District has benefited from this relationship due to significantly lower cost for sample analysis, a greater number of analytes per sample, database management, and the rigorous quality assurance and controls that are incorporated into the SJRWMD laboratory's process. Using SJRWMD's laboratory also ensures data comparability across the resources shared by the two Districts.

On July 7, 2021, the Governing Board authorized the Executive Director to renew the Interagency Memorandum of Agreement (MOA) with SJRWMD to provide surface and groundwater laboratory analyses for an amount not to exceed \$110,000. The renewed MOA was executed and went into effect on September 29, 2021. The renewed MOA specifies that if the number of water quality samples submitted to the SJRWMD lab exceeds 940, project managers will discuss amending the agreement. Since the July 7, 2021, Governing Board's approval of the MOA renewal, the District finalized an agreement with the Natural Resources Conservation Service to conduct sampling in the Fanning and Manatee Springs basin that will require additional laboratory analyses. Consequently, the number of water quality samples anticipated to be submitted to the SJRWMD lab for analysis in Fiscal Year 2021-2022 (FY 2022) is currently 1,100, exceeding the currently agreed-upon number, and leaving no contingency sampling funds available.

This recommendation will provide adequate funding to analyze and quality control the 1,100 water quality samples currently anticipated and allow remaining funds to be used as a contingency. Funding for the original MOA amount of \$110,000 is included in the FY 2022 Budget under code 01-6-930-2-1200-33-11. Funding for the additional \$20,000 this amendment would incur is available in the FY 2022 Budget under codes 01-6-930-2-1200-31-04 and 60-6-930-2-1200-41-00.

SH/pf