

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

**GoTo Webinar Link:** <https://attendee.gotowebinar.com/register/8202774982755112718>

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

Open to Public

September 13, 2022  
3:00 p.m.

District Headquarters  
Live Oak, FL

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 - August 9, 2022 Governing Board Meeting, Audit Committee, and Lands Committee Minutes
  - Agenda Item No. 10 - Amendment to Carter Estate, Tract 2 Conservation Easement, Columbia County
  - Agenda Item No. 11 - Declaration of Surplus Property and Disposition
  - Agenda Item No. 13 - July 2022 Financial Report
  - Agenda Item No. 14 - Inspector General Report #22-02, Prior Audit Findings
  - Agenda Item No. 15 - Annual Report of District Inspector General Activities for the Fiscal Year 2021-2022
  - Agenda Item No. 16 - Inspector General Three-Year Audit Plan for Fiscal Years 2023 to 2025 and Fiscal Year 2022-2023 Internal Audit Work Plan
  - Agenda Item No. 17 - Renewal of Contract 16/17-082 with Powell and Jones, CPA.
  - Agenda Item No. 22 - Renewal of Contract 21/22-183 with Greentrust Environmental Inc.
  - Agenda Item No. 25 - Amendment to Contract 21/22-026 with Townsend Brothers Ag Enterprises, Inc.
  - Agenda Item No. 27 - Task Work Assignment 19/20-041.018 with Wood Environmental & Infrastructure Solutions, Inc.
  - Agenda Item No. 28 - Contract with Vieux & Associates, Inc., for Gage-Adjusted Radar-Rainfall Data
6. August 2022 Governing Board Meeting, Audit Committee, and Lands Committee Minutes - **Recommend Consent**
7. Items of General Interest for Information/Cooperating Agencies and Organizations
  - A. Hydrologic Conditions Report
  - B. Cooperating Agencies and Organizations

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

8. Update on Legal Activities

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

*Administration*

- BCS Page 1 9. Land Acquisition and Disposition Activity Report
- BCS Page 4 10. Amendment to Carter Estate, Tract 2 Conservation Easement, Columbia County – **Recommend Consent**
- BCS Page 10 11. Declaration of Surplus Property and Disposition - **Recommend Consent**
- BCS Page 13 12. Renew Property and Casualty, Comprehensive General Liability, Public Officials Liability, Auto, and Workers Compensation Insurance Coverage from Public Risk Insurance Agency

*Finance*

- BCS Page 15 13. July 2022 Financial Report – **Recommend Consent**
- BCS Page 20 14. Inspector General Report #22-02, Prior Audit Findings – **Recommend Consent**
- BCS Page 21 15. Annual Report of District Inspector General Activities for the Fiscal Year 2021-2022 – **Recommend Consent**
- BCS Page 28 16. Inspector General Three Year Audit Plan for Fiscal Years 2023 to 2025 and Fiscal Year 2022-2023 Internal Audit Work Plan – **Recommend Consent**
- BCS Page 32 17. Renewal of Contract Number 16/17-082 with Powell and Jones, CPA. – **Recommend Consent**

*Resource Management*

- BCS Page 33 18. Permitting Summary Report

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

*Outreach and Operations*

19. *Permit to Protect* Presentation

*Land Management*

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

OPS Page 4 21. Renewal of Contract 05/06-131 with Florida Forest Service and Twin Rivers State Forest

OPS Page 12 22. Renewal of Contract 21/2-183 with Greentrust Environmental Inc. – **Recommend Consent**

Hydrologic Data Services

OPS Page 13 23. Agricultural Water Use Monitoring Report

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

24. Water Resources Division Updates

Agriculture and Environmental Projects

WR Page 1 25. Amendment to Contract 21/22-026 with Townsend Brothers Ag Enterprises, Inc. – **Recommend Consent**

Minimum Flows and Levels

WR Page 4 26. Contract with the University of Florida for an Evaluation of Thermal Refuge Habitat for Snook in Springs within the Suwannee River Basin

WR Page 5 27. Task Work Assignment 19/20-041.018 with Wood Environmental & Infrastructure Solutions, Inc. – **Recommend Consent**

Water Supply

No Items

Water Resources

WR Page 6 28. Contract with Vieux & Associates, Inc. for Gage-Adjusted Radar Rainfall Data – **Recommend Consent**

**EXECUTIVE OFFICE**  
**Hugh Thomas, Executive Director**

29. Announcements

30. Governing Board Comments

Unless otherwise noted, all meetings are at District Headquarters in Live Oak, Florida

September 13, 2022	5:05 p.m.	First Public Hearing on Fiscal Year 2022-2023 Budget
September 26, 2022 <b>(MONDAY)</b>	3:00 p.m.	Workshops and/or Committee Meetings
	5:05 p.m.	Final Public Hearing on Fiscal Year 2022-2023 Budget

*Workshops and Committee Meetings will begin following the Board Meeting unless otherwise noted.*

### 31. Adjournment

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

#### Definitions:

- "Lobbies" is defined as seeking to influence a district policy or procurement decision or an attempt to obtain the goodwill of a district official or employee. (112.3261(1)(b), Florida Statutes [F.S.]
- "Lobbyist" is a person who is employed and receives payment, or who contracts for economic consideration, for the purpose of lobbying, or a person who is principally employed for governmental affairs by another person or governmental entity to lobby on behalf of that other person or governmental entity. (112.3215(1)(h), F.S.)

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

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

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

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

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August 9, 2022  
9:00 a.m.

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	Vacant		-	-
Coastal River Basin	Richard Schwab	Vice Chair	X	
Lower Suwannee Basin	Larry K. Thompson		X	
Santa Fe & Wacc. Basins	William Lloyd		X	
Upper Suwannee Basin	Larry Sessions		X	
At Large	Virginia H. Johns	Chair	X	
At Large	Charles Keith	Sec./Treas.	X	
At Large	Harry Smith		X	
At Large	Vacant		-	-

**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	Tim Alexander	X	
Deputy Executive Director	Amy Brown	X	
Executive Office & Board Coordinator	Robin Lamm	X	

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

Agenda Item No. 4 – Public Comment.

- Nancy Turner – Flooding and drainage concerns at Woodborough North Subdivision in Columbia County.
- Lee Jones, Town of Greenville – Thanked the Board for the support regarding the RIVER project item on the Board agenda for approval.
- Terri Rasmussen – Flooding and drainage concerns at Woodborough North Subdivision in Columbia County.
- Paul Still – Flooding concerns with Edwards Bottomlands Project in Bradford County.
- Commissioner Rocky Ford, Columbia County - Thanked the Board for the support regarding the RIVER projects item on the Board agenda for approval.

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

- Agenda Item No. 6 - July 12, 2022 Board Meeting and Workshop Minutes
- Agenda Item No. 13 - June 2022 Financial Report
- Agenda Item No. 14 – Amendment to Contract 17/18-219 with Gallagher Benefit Services, Inc.
- Agenda Item No. 16 - Fiscal Year 2022-2023 Annual Regulatory Plan
- Agenda Item No. 17 - Modification of Water Use Permit 2-121-217276-3, Boatright Farm, Suwannee County
- Agenda Item No. 22 - Contract with Locklear & Associates, Natural Analytic Services Price Creek Cattle Company, Wetlands Solutions Inc., H2O Mobile Labs, and Tide Line Services, LLC
- Agenda Item No. 26 - Amendment to Contract 20/21-186 with SanRiver Farms, LLC for Agricultural Cost-Share Funding, Suwannee County
- Agenda Item No. 27 - Amendment to Contract 21/22-171 with Herman Sanchez III for Agricultural Cost-Share Funding, Dixie, Lafayette, Levy, Suwannee, and Gilchrist Counties
- Agenda Item No. 28 - Amendment to Contract 20/21-187 with Sanchez Farms, LLC for Agricultural Cost-Share Funding, Dixie, Lafayette, Levy and Gilchrist Counties
- Agenda Item No. 32 - Task Work Assignment 19/20-045.006 with Northstar Contracting Group, Inc.

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

Agenda Item No. 6 - July 12, 2022 Board Meeting and Workshop Minutes. Approved on Consent.

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

- A. Robbie McKinney, Hydrologic Program Manager, gave a presentation of hydrologic conditions of the District.
- B. Cooperating Agencies and Organizations. None
- C. Service Recognition - Kris Esklin was recognized for five years of service and Robbie McKinney was recognized for 15 years of service. Marc Minno was recognized on his upcoming retirement.

Recommendation by Board to amend the agenda to move Agenda Item Number 25, Contracts with Local Entities for Regional Initiative Valuing Environmental Resources Cost-Share Program, to follow Agenda Item Number 7 to accommodate Local Officials in attendance.

MOTION WAS MADE BY SCHWAB, SECONDED BY SESSIONS TO APPROVE AMENDING THE AGENDA TO MOVE AGENDA ITEM NUMBER 25 TO FOLLOW AGENDA ITEM NUMBER 7. MOTION CARRIED UNANIMOUSLY.

**Agenda Item No. 25 – Contracts with Local Entities for Regional Initiative Valuing Environmental Resources Cost-Share Program.** Leroy Marshall, Chief Professional Engineer, Office of Agriculture and Environmental Projects, presented this item to the Board.

The following attendees provided comments to the Board:

- George Curtis, City of Live Oak
- Town of Fort White
- Rick Hutton, Gainesville Regional Utilities

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

**GOVERNING BOARD LEGAL COUNSEL**

Agenda Item No. 8 - Settlement of Claim on Insurance Policy No. WLG-904943-1220 - Starke Bypass Mitigation Area Project. Tom Reeves, Board Legal Counsel, presented this item to the Board

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

Agenda Item No. 9 – Legal Activities Update. Mr. Reeves updated the Board on the Jeff Hill District Court Case.

**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 – Electronic Bid Update. Steve Schroeder, Chief, and Sharon Hingson, Procurement Manager, Office of Administration, updated the Board on the Electronic Bid process beginning October 1, 2022.

Agenda Item No. 12 – Right of First Refusal on Layman Law Firm – Walker Springs Conservation Easement, Jefferson County. Mr. Schroeder presented this item to the Board.

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

*Finance*

Agenda Item No. 13 – June 2022 Financial Report. Approved on Consent.

*Human Resources*

Agenda Item No. 14 – Amendment to Contract 17/18-219 with Gallagher Benefit Services, Inc. Approved on Consent.

*Resource Management*

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

Agenda Item No. 16 – Fiscal Year 2022-2023 Annual Regulatory Plan. Approved on Consent.

Agenda Item No. 17 – Modification of Water Use Permit 2-121-217276-3, Boatright Farm, Suwannee County. Approved on Consent.

Agenda Item No. 18 – Rulemaking to Amend Rule 40B-4.1070, Florida Administrative Code. Warren Zwanka, Director, Resource Management Division, presented this item to the Board.

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

## **OUTREACH AND OPERATIONS**

### *Communications and Outreach*

Agenda Item No. 19 – District Lands Web Map Showcase. Troy Roberts, Manager, Outreach and Operations Division, Andrew Neel, Senior GIS Analyst, Office of Information Technology, and Edwin McCook, Senior Land Management Specialist, Office of Land Management, presented this showcase to the Board.

### *Land Management*

Agenda Item No. 20 - District Land Management & Twin River State Forest (TRSF) Activity Summary. This summary was provided as an informational item in the Board materials.

### *Hydrologic Data Services*

Agenda Item No. 21 – Agricultural Water Use Monitoring Report. This report was provided as an informational item in the Board materials.

Agenda Item No. 22 – Contract with Locklear & Associates, Natural Analytic Services, Price Creek Cattle Company, Wetlands Solutions Inc., H2O Mobile Labs, and Tide Line Services, LLC. Approved on Consent

Agenda Item No. 23 – Task Work Assignment 19/20-043.007 with Land and Sea. Alejandro Garcia, Senior Data Analyst, Office of Hydrologic Data Services, presented this item to the Board.

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

## **WATER RESOURCES**

Agenda Item No. 24 – Water Resources Division Updates. Amy Brown, Deputy Executive Director, provided and update to the Board.

### *Agriculture and Environmental Projects*

Mr. Marshall presented an overview presentation of the Flood Risk Review virtual platform.

Agenda Item No. 25 – Contracts with Local Entities for Regional Initiative Valuing Environmental Resources Cost-Share Program. **THIS ITEM WAS MOVED BELOW AGENDA ITEM NUMBER 7 ON AGENDA.**

Agenda Item No. 26 – Amendment to Contract 20/21-186 with SanRiver Farms, LLC for Agricultural Cost-Share Funding, Suwannee County. Approved on Consent.

Agenda Item No. 27 – Amendment to Contract 21/22-171 with Herman Sanchez III for Agricultural Cost-Share Funding, Dixie, Lafayette, Levy, Suwannee and Gilchrist Counties. Approved on Consent.

Agenda Item No. 28 – Amendment to Contract 20/21-187 with Sanchez Farms, LLC for Agricultural Cost-Share Funding, Dixie, Lafayette, Levy and Gilchrist Counties. Approved on Consent.

Agenda Item No. 29 – Contract with Hidden River Farms, LLC, for Agricultural Cost-Share Funding, Hamilton County. Mr. Marshall presented this item to the Board.

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

Agenda Item No. 30 – Contract with Herman Sanchez Jr., for Agricultural Cost-Share Funding, Dixie, Lafayette, Gilchrist, Levy and Suwannee Counties. Mr. Marshall presented this item to the Board.

MOTION WAS MADE BY SMITH, SECONDED BY KEITH TO APPROVE THE ITEM. MOTION CARRIED UNANIMOUSLY.

Agenda Item No. 31 – Contract for Fiscal Year 2022 with the Federal Emergency Management Agency to Administer the Risk Mapping, Assessment and Planning Program. Mr. Marshall presented this item to the Board.

MOTION WAS MADE BY SMITH, SECONDED BY LLOYD TO APPROVE THE ITEM. MOTION CARRIED UNANIMOUSLY.

Agenda Item No. 32 – Task Work Assignment 19/20-045.006 with Northstar Contracting Group, Inc. Approved on Consent.

#### Minimum Flows and Levels

No Items

#### Water Supply

Agenda Item No. 33 – Water Use Estimation Update. Emily Ducker, Manager, Office of Water Supply, provided this update to the Board.

#### **WATER RESOURCES**

Agenda Item No. 34 – Water Quality Update. Susie Hetrick, Chief, Office of Water Resources, provided this update to the Board.

#### **EXECUTIVE OFFICE**

Agenda Item No. 35 - Announcements. Mr. Thomas updated the Board on District activities.

Agenda Item No. 36 - Governing Board Comments. None

Agenda Item No. 37 - Adjournment. Meeting adjourned at 11:59 a.m.

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Chair

ATTEST:

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

**GoTo Webinar Link:** <https://attendee.gotowebinar.com/register/6113585241594134544>

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August 9, 2022  
Following Board Meeting

District Headquarters  
Live Oak, FL

1. Call to Order / Committee Roll Call. Meeting began at 12:01 p.m.

<b>Committee Members</b>	<b>Present</b>	<b>Not Present</b>
Virginia Johns	X	
Charles Keith	X	
Richard Schwab	X	
William Lloyd	X	

\*Board Members Thompson, Smith, and Sessions also attended the Audit Committee Meeting.

Pam Shaw, Chief Financial Officer, Office of Administration, introduced Jon Ingram, Powell and Jones, CPA, and Sam Powell, District Inspector General, to the Committee.

2. Public Comment: None

**Discussion Items**

3. Inspector General Report #22-02, Prior Audit Findings. Mr. Ingram and Ms. Shaw to present this item to the Committee.

MOTION MADE BY SHWAB, SECONDED BY KEITH, TO APPROVE THE ITEM. MOTION CARRIED UNANIMOUSLY.

4. Annual Report of District Inspector General Activities for the Fiscal Year 2021-2022. Mr. Ingram and Ms. Shaw presented this item to the Committee.

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

5. Inspector General Three-Year Audit Plan for Fiscal Years 2023 to 2025 and Fiscal Year 2022-2023 Internal Audit Work Plan. Mr. Ingram and Ms. Shaw presented this item to the Committee.

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

6. Renewal of Contract Number 16/17-082 with Powell and Jones, CPA. Ms. Shaw presented this item to the Committee

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

- 7. Announcements. None
- 8. Adjournment. Meeting adjourned at 12:24 p.m.

ATTEST:

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Chair

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

**GoTo Webinar Link:** <https://attendee.gotowebinar.com/register/6113585241594134544>

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August 9, 2022  
Following Board Meeting

District Headquarters  
Live Oak, FL

1. Call to Order / Committee Roll Call. Meeting began at 12:25 p.m.

<b>Committee Members</b>	<b>Present</b>	<b>Not Present</b>
Richard Schwab	X	
Charles Keith	X	
Harry Smith	X	
Larry Thompson	X	

\*Board Members Sessions, Lloyd, and Johns also attended the Lands Committee Meeting.

2. Public Comment: None

**Land Acquisition / Property Offers**

3. Waldo Tree Farm, Alachua County. Steve Schroeder, Chief, Office of Administration, presented this item to the Committee.

MOTION MADE BY THOMPSON, SECONDED BY SMITH TO PROCEED.

AMENDED MOTION BY THOMPSON, SECONDED BY SMITH TO PROCEED WITH A NOT TO EXCEED AMOUNT OF \$5,000. MOTION CARRIED UNANIMOUSLY.

**Conservation Easement Modification Requests**

4. Carter Estates, Columbia County. Mr. Schroeder presented this item to the Committee.

MOTION MADE BY SMITH, SECONDED BY KEITH TO PROCEED WITH RECOMMENDATION.  
MOTION CARRIED UNANIMOUSLY.

5. Announcements. None

6. Adjournment. Meeting adjourned at 12:49 p.m.

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Chair

ATTEST:

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SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board  
FROM: Stephen Schroeder, Chief, Office of Administration  
THRU: Tim Alexander, Deputy Executive Director, Business and Community Services  
DATE: September 2, 2022  
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

Property Offers							
Owner	Tract	Acres	County	Submittal Date	Asking Price	Acquisition Type	Comments
<b>Approved for Detailed Assessment</b>							
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	Approved by Governing Board (GB)11.12.2019. Final exchange offer approved by GB 4.13.21. Request for GB approval of contract by GB 9.14.2021 for survey approved to obtain a metes and bounds/sketch for McB property. 12.14.21 Survey has commenced. Exchange agreement being reviewed by District legal counsel. McB-Pinehatchee is reviewing the exchange agreement as of 12.28.21. Survey complete. Exchange agreement remains under review by McB-Pinehatchee. 3.14.21 negotiations continuing regarding District access easement and some other minor issues. Exchange agreement revisions being reviewed by District legal counsel. Final changes to exchange agreement being reviewed by McB-Pinehatchee. On June GB Agenda for final resolution. Resolution approved at June GB. Forwarded to Reeves for closing. Closing in process. Surveys delivered to closing agent 7.29.22.
Camp and Abel	Camp and Abel	266	Hamilton	09.23.20	\$948,000	Fee	Approved for detailed assessment and negotiations 12.8.20. Property being tasked to NFLT for negotiation and assessment. Transaction will be processed in house and not contracted. ESA Phase 1 ordered. Appraisal ordered. Delayed completion due to flooding. ESA Phase 1 site visit scheduled 5.18. 2022. ESA report received and reported no concerns. Appraisal pending.
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 6.9.20. Approved by GB on 7.14.20. 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 Pfleiger. Staff will order an ESA Phase 1 and appraisal of the Riverbend property; Pfleiger will order an appraisal on the District land in Timber River. Signed contract received from Pfleiger to be submitted for GB Chair signature. Satisfactory Phase 1 ESA was received. Appraisal in process. Final exchange approved by LC 1.11.22. . Approved by GB 2.8.22. Will proceed to closing. Pending Closing. Closing in process.
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 1.14.20. 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. Final documents pending with ACT for signature. Pending closing.
Florida Department of Transportation	Quail Heights	40.63	Columbia		\$651,105	Fee	Staff review on 8.8.19 recommended purchase in partnership with FDOT. Approved by LC on 2.11.20. Approved by GB 3.10.20. Submitted for Springs Grant funding but not obtained for FY 20. Property acquired by FDOT on 9.10.20. LC approved contribution to acquisition costs 11.10.20. GB approved on consent agenda 12.8.20. FDOT contract completed. Resolution for acquisition on GB agenda 5.11.21 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. Survey received from Columbia County. Determining next steps for completion of transaction.
Harpo Holdings, Inc.	Rio Lindo/Ross Preserve 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. CE terms in ongoing negotiations. CE terms agreed to. Seller is obtaining appraisal. Appraisal received. Proposed final agreement to GB in July. Resolution 2022-05 approved by Governing Board July 2022. Will finalize easement and proceed to closing. ESA Phase 1 being conducted.
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 complete. Negotiations underway with owner.Offer submitted to owner 1.18.22. Potential agreed price of \$770,000 subject to GB approval. Resolution on Agenda for 4.12.22. Approved by GB. Seller is clearing up title issues to get contract completed. Seller has received title report. Working on clearing title. Title issue resolved. Contract being prepared. Contract pending legal review and approval.
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, approved as part of Spring Restoration Grant application. Submitted as a Springs Grant project. Springs Grant award notice released 11.9.21. Discussions underway with Seller and Alachua Conservation Trust for moving forward to complete transaction. Grant agreement and ACT contract being finalized. Final documents being reviewed and closing being scheduled. Management agreement being negotiated with ACT .Property closed on 7.29.22 pending receipt of final original recorded deed.
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. Negotiations continuing. Negotiations have not been fruitful. Will likely terminate in September 2022.
Bierman	Luken's tract exchange	1 acre	Levy	8.2021		Exchange	10.12.21 LC approved staff moving forward with exchange negotiations. LC recommendation approved by GB 11.11.21. Survey completed for 1 acre parcel District will receive. Exchange agreement being reviewed by District's legal counsel. Revised Agreement being reviewed by Bierman. New 1 acre tract has been created with Property Appraiser and Deed recorded to facilitate trade. Legal description of District land being verified.
Waldo Tree Farm, LLC	Waldo Tree Farm	38 +/-	Alachua	5.10.22	TBD based on appraisal	Fee	8.9.22 Lands Committee authorised staff to expend not more than \$5,000 to acquire an appraisal and negotiate a price with the sellers. Recommended acquisition price to be presented to Lands Committee when available for further approval and recommendations to the Governing Board.

**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 10.10.19. Approved by Governing Board (GB) 11.12.19. 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 4.14.20. Approved by GB 5.12.20. Offered for sale to adjacent owners, two offers received. Approved by LC 8.11.20 to accept highest offer. Withdrawn from GB on 9.8.20. Being resubmitted to LC for its 9.21.20 meeting for staff recommendation to reject all offers and offer for sale to the general public. GB approved LC recommendation on 10.13.20. 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 7.9.19. Approved by GB 8.13.19. Adjacent Property owners notified, responses/bids with appraisals due 4.15.20. 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 7.9.19. Approved by GB 8.8.19. Adjacent Property owners notified, responses/bids with appraisals due 4.15.20. Two offers received, highest offer approved by LC 6.9.20. On GB agenda for 7.14.20 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. Timber operations underway. Once complete, transaction will be closed.

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Stephen Schroeder, Chief, Office of Administration

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

DATE: September 2, 2022

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

**RECOMMENDATION**

Approve recommendation from the Lands Committee to accept the staff recommendation to approve proposed amendment to the existing conservation easement on a 575 acre +/- parcel located in Columbia County, referred to as the Carter Estate, Tract 2.

**BACKGROUND**

The District currently owns a conservation easement in Columbia County identified as Carter Estate, Tract 2, consisting of approximately 575 acres. In 2021, the Governing Board approved an amendment by which the previous owner added an additional 3.5 acres of protected property in exchange for being permitted to construct an access road consisting of 1.1 acres. The amendment was approved but never finalized as staff was unable to effectively communicate with the owner at the time. A copy of the map of this amendment is attached.

In late 2021, the property was sold after the District declined to exercise its right of first refusal. The new owner approached the District in March 2022 seeking to finalize the previous amendment and to seek an additional amendment. Under the current request, the current owner is seeking to abandon a portion of the existing roadway in the northeast corner of the parcel and return the area to natural growth forest. The amendment seeks to add a second access road consisting of approximately 0.07 acres. The owner represents that this action will return 0.3 acres from roads to forests thus adding an approximate net of 0.25 acres to forest.

Additionally, the owner is seeking to have a 0.9-acre position redesignated from "roads" to "Special Use Area" (SUA) and permitting construction of a structure within the SUA. When the conservation easement was originally acquired, the baseline inventory noted that at the time this area contained a frame house approximately 32.5 feet wide and 41 feet long. The area also included a well and septic system for the improvement. The District's first inspection report indicates that these improvements existed and notes that it may need to be redesignated as an SUA. The owner agrees that any new construction with this area would be limited to the footprint of the original structure. A map depicting the new road and the proposed new SUA is attached. The narrative request provided by the owner is attached.

Staff reviewed the proposed amendment and finds that, when taken in context with the previously approved amendment, it would not be detrimental to District conservation efforts, the road would have no impact on the protected portions of the property, and the amendment would not adversely impact the purpose of the conservation easement. Further, staff has determined the value of the land involved is de minimis. Staff is recommending approval of the amendment. The owner has agreed to absorb all costs associated with the amendment.

At its meeting on August 9, 2022, the Lands Committee unanimously approved the staff recommendation to approve the amendment.

SCS/tm  
File #00-034  
Attachments

-  Proposed Road (1.1 ac)
-  Proposed Protected Area Additions (3.5 ac)
-  FOREST OPERATIONS
-  PROTECTED AREA
-  ROADS
-  SPECIAL USE AREA



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







June 27, 2022

Stephen Schroeder  
Office of Administration Chief  
Suwannee River Water Management District  
9225 CR 49  
Live Oak, Florida 32060  
(386) 362-0445  
*Via email: Stephen.Schroeder@srwmd.org*

JMJ Project No. 01274

RE: CE File #: 020-00033  
Carter Estate Conservation Easement, Tract 2 – 647 Ac.  
Proposed Amendment

Dear Mr. Schroeder,

The property encumbered by the above referenced easement was purchased by Gerald J. Pionessa on March 30, 2022. He has designated me to be the point of contact for easement matters.

We desire to finalize any previous amendments to the easement and propose the following additional amendments to correct the legal access to the property and codify special use areas that should have been included in the original easement document. The following is a narrative of the recent previous changes as we understand them and our proposed amendments.

#### **Previous driveway amendment**

It is our understanding that the previous owner agreed to place 3.5 additional acres into Protected Areas in exchange for the right to construct a new entrance on US Hwy 441 across Forest Operations lands totaling ±1.1 acres. This road has been constructed and improved with a gated entrance.

The 3.5 acres of Protected Area is more than fair compensation for the 1.1 acres of Road and should be considered in the review of the following requests.

#### **Proposed driveway amendment**

We propose to abandon and return to Forestry Operations the entrance on the north end of the US Hwy 441 frontage that crosses the adjacent property. The abandoned area to be returned from Road to Forestry Operation is ±0.3 acres. A new driveway, designed per FDOT minimum standards will be constructed as shown on the attached sheet C101. The proposed driveway includes 0.07 acres for a net transfer of 0.25 acres from Roads to Forestry Operations.

**Proposed Special Use Area**

The original easement survey denoted an existing 1-story frame house approximately 32.5 feet wide and 41 feet long. In addition to the house was a well, septic system, and miscellaneous yard area and structures. Most of this area is identified as Road in the current SRWMD maps. Based on a review of the available information and records, this area should have been identified as a Special Use Area in the baseline survey of the property. The April 12, 2018 easement monitoring report prepared by Ryan Sims indicates that this area should be redesignated as Special Use Area. We request that this area, comprising ±0.9 acres, as shown on the attached sheet C101, be designated as Special Use Area. Since this area was developed prior to the easement, no compensation should be warranted for this amendment.

I appreciate your prompt review of this request to amend the CE. Should you have any questions or require additional information, please contact me directly, (229) 516-0977 or [jerry@jmjgroup.net](mailto:jerry@jmjgroup.net).

Sincerely,  
JMJ Group, LLC

A handwritten signature in green ink, appearing to read "G. Pionessa Jr.", is written over the typed name.

Gerald J. Pionessa Jr, P.E., LEED AP  
Principal

Enclosures

Cc: Gerald J. Pionessa (via email)

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Stephen Schroeder, Chief, Office of Administration

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

DATE: September 2, 2022

RE: Declaration of Surplus Property and Disposition

**RECOMMENDATION**

Staff recommends the Governing Board ratify the Executive Director's approval of the attached list of property items as surplus and authorize staff to dispose of these property items in the most cost-effective means as determined by the staff and authorized by section 274.05, Florida Statutes.

**BACKGROUND**

Due to several factors, which include changes in technology, equipment compatibility concerns, high maintenance cost, and wear and tear over time, various property items owned by the District become functionally obsolete each year. section 274.05, Florida Statutes (F.S.), recognizes that property items become functionally obsolete and provides a process of declaring property items as surplus and for the disposition of this surplus property.

This recommendation will authorize staff to dispose of the attached surplus property items by either trading them when new items are purchased, offering them to other governmental units in the District, offering the property to private nonprofit agencies as defined in subsection 273.01(3), F.S., by auction or disposing as scrap. Any remaining electronic equipment will be properly recycled using A1 Assets, a recognized company by the Florida Department of Environmental Protection to properly recycle equipment. All computer drives are wiped and re-installed with no data or operating systems present.

The Executive Director approved the surplus in December 2021 (Attachment A) and January 2022 (Attachment B) at the request of staff. Florida Statutes require that the official minutes of the Governing Board reflect the declaration of surplus and disposition of all capital assets. Staff previously misinterpreted the statute and after consultation with the State Auditor General are taking this step to be in compliance with the statutory requirements.

SS/tm  
Attachments

Attachment A

Proposed Surplus Items:

<b>ASSET #</b>	<b>DESCRIPTION</b>	<b>AGE</b>	<b>COST NEW</b>	<b>REASON FOR SURPLUS</b>
2950	MAIL ROOM SHELVING	15	\$ 1,571	NO USEFUL FUNCTION TO THE DISTRICT
2980	PANASONIC TOUGHBOOK PC	15	\$ 3,472	NO USEFUL FUNCTION TO THE DISTRICT
2981	PANASONIC TOUGHBOOK PC	15	\$ 3,958	NO USEFUL FUNCTION TO THE DISTRICT
3171	DELL POWEREDGE R210 SERVER	11	\$ 2,504	NO USEFUL FUNCTION TO THE DISTRICT
3245	DELL OPTIPLEX 990 PC	9	\$ 1,057	NO USEFUL FUNCTION TO THE DISTRICT
3376	DELL LATITUDE E7240	7	\$ 1,647	NO USEFUL FUNCTION TO THE DISTRICT
3379	DELL LATITUDE E6540	7	\$ 1,755	NO USEFUL FUNCTION TO THE DISTRICT
3406	DELL LATITUDE E7240	6	\$ 2,121	NO USEFUL FUNCTION TO THE DISTRICT
3408	DELL LATITUDE E7240	6	\$ 2,121	NO USEFUL FUNCTION TO THE DISTRICT
3527	MERAKI S320 CLOUD MANAGED 48 PORT	6	\$ 10,907	NO USEFUL FUNCTION TO THE DISTRICT
3528	MERAKI S320 CLOUD MANAGED 48 PORT	6	\$ 10,907	NO USEFUL FUNCTION TO THE DISTRICT
3529	MERAKI S320 CLOUD MANAGED 48 PORT	6	\$ 10,907	NO USEFUL FUNCTION TO THE DISTRICT
3530	MERAKI S320 CLOUD MANAGED 48 PORT	6	\$ 10,907	NO USEFUL FUNCTION TO THE DISTRICT
3532	MERAKI S320 CLOUD MANAGED 48 PORT	6	\$ 10,907	NO USEFUL FUNCTION TO THE DISTRICT
3533	MERAKI S320 CLOUD MANAGED 48 PORT	6	\$ 10,907	NO USEFUL FUNCTION TO THE DISTRICT
3539	DELL LATITUDE E6540	6	\$ 1,775	NO USEFUL FUNCTION TO THE DISTRICT
3540	DELL LATITUDE E6540	6	\$ 1,775	NO USEFUL FUNCTION TO THE DISTRICT
3558	DELL LATITUDE E6540	5	\$ 1,775	NO USEFUL FUNCTION TO THE DISTRICT
3565	DELL LATITUDE E6540	5	\$ 1,775	NO USEFUL FUNCTION TO THE DISTRICT
3600	DELL LATITUDE E5570	5	\$ 1,587	NO USEFUL FUNCTION TO THE DISTRICT
3687	MERAKI S320 CLOUD MANAGED 48 PORT	6	\$ 10,907	NO USEFUL FUNCTION TO THE DISTRICT

Attachment B

Proposed Surplus Items:

<b>Asset #</b>	<b>Description</b>	<b>Age</b>	<b>Cost New</b>	<b>Reason for Surplus</b>
1882	CALCOMP 9100 DIGITIZER	32	\$7,540	No useful function to the District
1896	SECRETARY DESK W/RETURN, CREDE	31	\$1,841	No useful function to the District
2376	EZ REEL	22	\$3,184	No useful function to the District
2516	ELECTRIC START GENERATOR	21	\$2,285	No useful function to the District
2635	FILE CABINET (ROTATING)	19	\$3,267	No useful function to the District
2824	MIDLAND HI BAND RADIO	17	\$1,327	No useful function to the District
2873	2340 2GB OPTICAL HBA CARD	16	\$1,211	No useful function to the District
2874	2340 2GB OPTICAL HBA CARD	16	\$1,211	No useful function to the District
2875	2340 2GB OPTICAL HBA CARD	16	\$1,013	No useful function to the District
2876	2340 2GB OPTICAL HBA CARD	16	\$1,011	No useful function to the District
2952	MOBILE RADIO M7100	15	\$4,422	No useful function to the District
3000	MEMORY UPGRADE BOARDS	14	\$1,121	No useful function to the District
3093	52" SHARP LCD FLAT SCREEN TV	13	\$2,947	No useful function to the District
3151	TRIMBLE GEOXH UPS HANDHELD	12	\$9,529	No useful function to the District
3192	DELL POWER CONNECT 6224 SWITCH	10	\$2,099	No useful function to the District
3193	DELL POWER CONNECT 6224 SWITCH	10	\$2,099	No useful function to the District
3195	DROBOELETE STORAGE ARRAY WITH MOUNT KIT	10	\$5,753	No useful function to the District
3214	TRIMBLE GEO EXPLORER 600 GPS HANDHELD	10	\$8,090	No useful function to the District
3217	DELL POWEREDGE R410 SERVER	10	\$2,608	No useful function to the District
3318	FL100X Base Farmlinc Remote Monitoring Unit	7	\$1,825	No useful function to the District
3319	FL100X Base Farmlinc Remote Monitoring Unit	7	\$1,825	No useful function to the District
3325	FL100X Base Farmlinc Remote Monitoring Unit	7	\$1,825	No useful function to the District
3332	FL100X Base Farmlinc Remote Monitoring Unit	7	\$1,825	No useful function to the District
3337	FL100X Base Farmlinc Remote Monitoring Unit	7	\$1,825	No useful function to the District
3339	FL100X Base Farmlinc Remote Monitoring Unit	7	\$1,825	No useful function to the District
3340	FL100X Base Farmlinc Remote Monitoring Unit	7	\$1,825	No useful function to the District
3347	SPGPSHSF GPS KIT	7	\$3,339	No useful function to the District
3356	Pressure Transducer for SDI12 Output protocol,	7	\$1,232	No useful function to the District
3365	Pressure Transducer for SDI12 Output protocol,	7	\$1,232	No useful function to the District
3382	Iceomatic S/S 1466# Ice Machine	7	\$3,963	No useful function to the District
3396	Aqua TROLL 200 Level Sensor, cables, filters	6	\$2,940	No useful function to the District
3541	DELL POWEREDGE M630 Blade SERVER	6	\$5,201	No useful function to the District
3542	DELL POWEREDGE M630 Blade SERVER	6	\$5,201	No useful function to the District
3543	DELL POWEREDGE M630 Blade SERVER	6	\$5,201	No useful function to the District
3545	DELL Blade SERVER Enclosure	6	\$12,617	No useful function to the District
3716	Aqua Troll 200, 15 PSIG	2	\$2,495	No useful function to the District

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Stephen Schroeder, Chief, Office of Administration

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

DATE: September 2, 2022

RE: Renew Property and Casualty, Comprehensive General Liability, Public Officials Liability, Auto, and Workers Compensation Insurance Coverage from Public Risk Insurance Agency

**RECOMMENDATION**

Authorize the renewal of property and casualty, comprehensive general liability, public officials liability, auto, and workers compensation insurance coverage from Public Risk Insurance Agency.

**BACKGROUND**

At its September 10, 2019 regular meeting, the Governing Board authorized the Executive Director to procure property and casualty, comprehensive general liability, public officials liability, auto, and workers compensation insurance coverage from Public Risk Insurance Agency (PRIA) after a public competitive solicitation process.

For the fiscal year 2023, PRIA submitted a proposed a premium in the amount not to exceed \$78,278. This increase in premium is reflective of increased payroll and general market conditions. A breakdown of the premiums is attached. These estimates are likely to change with the removal of the RO Ranch facilities from our insured inventory. This is the fourth year of the agreement and staff intends to conduct a competitive solicitation for this coverage during the upcoming calendar year and present proposals and recommendations to the Board when appropriate.

Funding for this agreement is included in the tentative budget under codes 13-3-805-3-3300 and 13-3805-3-3300 and contingent upon approval of the Final 2023 Budget.

SCS/tm  
Attachment

Suwannee River Water Management District  
**BUDGET ESTIMATE**  
**2022-2023**  
As of 8/17/2022



Line of Coverage	2021-2022 As Bound		2022-2023 BUDGET ESTIMATE	
	Carrier	Premium	Current Changes (as of 8/17/2022)	\$ Estimate
Property	PGIT Package Policy TIV: \$4,705,134	\$ 18,174	12% Rate Increase Based on Expiring TIV TIV: \$4,705,134	\$20,355
Inland Marine	PGIT Package Policy	\$ 7,394	12% Rate Increase	\$8,503
Crime	PGIT Package Policy	\$ 575	12% Rate Increase	\$644
General Liability	PGIT Package Policy	\$ 11,754	12% Rate Increase Based on updated Payroll	\$12,761
Public Officials, Employment Practices & Privacy Liability	PGIT Package Policy	\$ 14,082	12% Rate Increase Based on Updated Payroll	\$15,502
Automobile Liability	PGIT Package Policy	\$ 6,267	12% Rate Increase Based on Updated Schedule 25 Power Units	\$6,500
Automobile Physical Damage	PGIT Package Policy	\$ 5,529	Based on Updated Vehicle Schedule TIV: \$627,718	\$5,765
Workers Compensation	PGIT Exp Mod: 0.96 Payroll: \$4,351,018	\$ 7,061	Exp Mod: 0.94 Based on Updated Payroll: \$4,705,134	\$7,650
<b>Package Subtotal:</b>		<b>\$ 70,836</b>		<b>\$77,680</b>
			<b>Difference</b>	<b>\$6,844</b>
				<b>9.66%</b>
Travel Accident	Hartford Life	\$ 598	Flat	\$598
<b>TOTAL PREMIUM (All Policies)</b>		<b>\$ 71,434</b>		<b>\$78,278</b>
<b>TOTAL DIFFERENCE</b>			<b>9.58%</b>	<b>\$6,844</b>

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board  
FROM: Pam Shaw, Chief, Office of Finance  
THRU: Tim Alexander, Deputy Executive Director, Business and Community Services  
DATE: September 2, 2022  
RE: July 2022 Financial Report

**RECOMMENDATION**

Approve the July 2022 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 District Governing Board has directed staff to prepare a financial report as attached.

PS/tm  
Attachments

**Suwannee River Water Management District  
Cash Report  
July 2022**

<b>Financial Institution/Account</b>	<b>Monthly Interest</b>	<b>Interest Rate %</b>	<b>Closing Balance</b>
First Federal Permit Fee	\$0.00		\$2,919.79
First Federal Accounts Payable	\$0.00		\$35,000.00
First Federal EFT Disbursements	\$0.00		\$0.00
First Federal Depository	\$165.60	0.03%	\$555,294.98
Special Purpose Investment Account (SPIA)*	<u>\$31,885.88</u>	0.90%	<u>\$39,092,229.02</u>
TOTAL	<u><u>\$32,051.48</u></u>		<u><u>\$39,685,443.79</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 July 31, 2022  
(Unaudited)**

	<b>Current Budget</b>	<b>Actuals Through 7/31/2022</b>	<b>Variance (Under)/Over Budget</b>	<b>Actuals As A % of Budget</b>
<b>Sources</b>				
Ad Valorem Property Taxes	\$ 6,233,836	\$ 6,458,348	\$ 224,512	103.6%
Intergovernmental Revenues	\$ 40,025,263	\$ 12,225,661	\$ (27,799,602)	30.5%
Interest on Invested Funds	\$ 130,000	\$ 239,778	\$ 109,778	184.4%
License and Permit Fees	\$ 163,000	\$ 227,067	\$ 64,067	139.3%
Other	\$ 1,000,000	\$ 1,507,209	\$ 507,209	150.7%
Fund Balance <sup>1</sup>	\$ 12,090,274	\$ 2,082,371	\$ (10,007,903)	17.2%
<b>Total Sources</b>	<b>\$ 59,642,373</b>	<b>\$ 22,740,434</b>	<b>\$ (36,901,939)</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	\$ 12,132,696	\$ 4,879,874	\$ 5,187,967	\$ 2,064,854	40%	83%
Acquisition, Restoration and Public Works	\$ 37,432,257	\$ 8,412,378	\$ 21,055,976	\$ 7,963,903	22%	79%
Operation and Maintenance of Lands and Works	\$ 6,260,432	\$ 3,248,619	\$ 1,143,634	\$ 1,868,178	52%	70%
Regulation	\$ 1,902,609	\$ 1,134,812	\$ 30,270	\$ 737,526	60%	61%
Outreach	\$ 195,233	\$ 148,753	\$ -	\$ 46,480	76%	76%
Management and Administration	\$ 1,719,146	\$ 1,282,264	\$ 67,853	\$ 369,029	75%	79%
<b>Total Uses</b>	<b>\$ 59,642,373</b>	<b>\$ 19,106,701</b>	<b>\$ 27,485,701</b>	<b>\$ 13,049,971</b>	<b>32%</b>	<b>78%</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, contracts, and task work assignments.

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

This financial statement is prepared as of July 31, 2022 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 7/31/2022**

	Y-T-D ACTUAL	ENCUMBRANCE	ANNUAL BUDGET
<b><u>Report Recap -</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	8,432,402	0	7,526,836
LOCAL REVENUES	86,480	0	86,480
STATE REVENUES	10,941,163	0	35,980,783
FEDERAL REVENUES	1,198,018	0	3,958,000
FUND BALANCE UTILIZATION	2,082,371	0	12,090,274
<b>TOTAL REVENUES</b>	<b>22,740,434</b>	<b>0</b>	<b>59,642,373</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	4,947,183	0	6,923,044
CONTRACTUAL SERVICES	7,063,517	13,057,955	20,845,400
OPERATING EXPENDITURES	910,109	93,929	1,903,500
OPERATING CAPITAL OUTLAY	39,331	28,939	313,044
FIXED CAPITAL OUTLAY	1,150,700	1,327,903	5,251,000
INTERAGENCY EXPENDITURES	4,995,861	12,976,975	24,406,385
<b>TOTAL EXPENDITURES</b>	<b>19,106,701</b>	<b>27,485,701</b>	<b>59,642,373</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>3,633,733</b>	<b>(27,485,701)</b>	<b>0</b>
<b><u>General Fund -</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	6,887,200	0	5,300,069
LOCAL REVENUES	86,480	0	86,480
STATE REVENUES	2,740,000	0	2,740,000
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	0	0	1,789,672
<b>TOTAL REVENUES</b>	<b>9,713,680</b>	<b>0</b>	<b>9,916,221</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	3,665,463	0	5,297,558
CONTRACTUAL SERVICES	637,125	550,242	2,228,502
OPERATING EXPENDITURES	499,350	54,316	1,057,573
OPERATING CAPITAL OUTLAY	31,295	0	200,608
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	611,511	185,360	1,131,980
<b>TOTAL EXPENDITURES</b>	<b>5,444,744</b>	<b>789,918</b>	<b>9,916,221</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>4,268,936</b>	<b>(789,918)</b>	<b>0</b>
<b><u>Land Management Operations -</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	1,481,911	0	2,151,767
LOCAL REVENUES	0	0	0
STATE REVENUES	2,130,119	0	2,290,119
FEDERAL REVENUES	16,000	0	40,000
FUND BALANCE UTILIZATION	0	0	2,323,546
<b>TOTAL REVENUES</b>	<b>3,628,030</b>	<b>0</b>	<b>6,805,432</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	598,327	0	827,736
CONTRACTUAL SERVICES	1,704,726	812,083	3,129,898
OPERATING EXPENDITURES	385,053	39,613	773,927
OPERATING CAPITAL OUTLAY	8,037	28,939	112,436
FIXED CAPITAL OUTLAY	15,700	192,903	1,251,000
INTERAGENCY EXPENDITURES	583,197	209,569	710,435
<b>TOTAL EXPENDITURES</b>	<b>3,295,040</b>	<b>1,283,107</b>	<b>6,805,432</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>332,990</b>	<b>(1,283,107)</b>	<b>0</b>

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT**  
**STATEMENT OF ACTIVITY - REVENUE AND EXPENSE ROLLUP (UNAUDITED)**  
**FOR 7/31/2022**

	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	1,707,533	0	5,653,970
<b>TOTAL REVENUES</b>	<b>1,707,533</b>	<b>0</b>	<b>5,653,970</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	1,287,946	1,786,612	2,050,000
OPERATING EXPENDITURES	0	0	30,000
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	419,588	1,883,513	3,573,970
<b>TOTAL EXPENDITURES</b>	<b>1,707,534</b>	<b>3,670,125</b>	<b>5,653,970</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(1)</b>	<b>(3,670,125)</b>	<b>0</b>
<b><u>State Special Revenue -</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	63,291	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	6,071,044	0	30,950,664
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	374,837	0	2,323,086
<b>TOTAL REVENUES</b>	<b>6,509,172</b>	<b>0</b>	<b>33,273,750</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	673,059	0	781,750
CONTRACTUAL SERVICES	2,243,004	5,994,841	9,484,000
OPERATING EXPENDITURES	24,318	0	36,000
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	1,135,000	1,135,000	4,000,000
INTERAGENCY EXPENDITURES	3,360,115	10,697,183	18,972,000
<b>TOTAL EXPENDITURES</b>	<b>7,435,496</b>	<b>17,827,024</b>	<b>33,273,750</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(926,324) *</b>	<b>(17,827,024)</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	1,182,018	0	3,918,000
FUND BALANCE UTILIZATION	0	0	0
<b>TOTAL REVENUES</b>	<b>1,182,018</b>	<b>0</b>	<b>3,993,000</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	10,334	0	16,000
CONTRACTUAL SERVICES	1,190,716	3,914,177	3,953,000
OPERATING EXPENDITURES	1,388	0	6,000
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	21,450	1,350	18,000
<b>TOTAL EXPENDITURES</b>	<b>1,223,888</b>	<b>3,915,527</b>	<b>3,993,000</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(41,870) *</b>	<b>(3,915,527)</b>	<b>0</b>
	<i>*To be reimbursed by Federal Grants</i>		

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board  
FROM: Pam Shaw, Chief, Office of Finance  
THRU: Tim Alexander, Deputy Executive Director, Business and Community Services  
DATE: September 2, 2022  
RE: Inspector General Audit Report #22-02, Prior Internal Audit Findings

**RECOMMENDATION**

Approve the Audit Committee recommendation to accept the Inspector General Audit Report #22-02, Prior Internal Audit Findings, from Law, Redd, Crona & Munroe, P.A.

**BACKGROUND**

The Inspector General (IG) conducted follow-up activities related to IG Report #21-02 and IG Report #21-03, both dated July 27, 2021. Three findings from IG Report #21-02 and one finding from IG Report #21-03 were examined to determine the status of corrective actions taken.

The audit was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing and generally accepted Government Audit Standards.

The Inspector General's report identifies three findings as corrected with no further action needed. One finding was partially corrected as of the IG Report #22-02 report date of May 31, 2022. This finding has since been fully corrected.

On August 9, 2022, Jon Ingram, Audit Manager with Law, Redd, Crona & Monroe, P.A. presented the report to the audit committee and the audit committee voted to accept the report.

To avoid the possibility of compromising security details the content of this report is confidential and exempt from public disclosure pursuant to section 281.301, Florida Statutes. However, the specific details have been communicated to District management.

PS/tm

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board  
FROM: Pam Shaw, Chief, Office of Finance  
THRU: Tim Alexander, Deputy Executive Director, Business and Community Services  
DATE: September 2, 2022  
RE: Annual Report of District Inspector General Activities for the Fiscal Year 2021-2022

**RECOMMENDATION**

Approve the Audit Committee recommendation to accept the Annual Report of the District Inspector General Activities for the Fiscal Year 2021–2022 from Law, Redd, Crona & Munroe, P.A.

**BACKGROUND**

Pursuant to Section 20.055(8), Florida Statutes, and Section 6 of Contract 12/13-040, Law, Redd, Crona & Munroe, P.A., prepared the attached Annual Report of District Inspector General Activities for Fiscal Year ending September 30, 2022, dated June 23, 2022. The report is a summary of activities completed by the Inspector General including two audit reports:

- Report No. 22-01, Internal Audit of the District’s Payroll and Related Human Resources Processes
- Report No. 22-02, Follow-up on District Corrective Actions Regarding Prior Internal Audit Findings

The audit committee accepted the annual report for Fiscal Year 2021-2022 at its meeting on August 9, 2022.

PS/tm  
Attachments

**SUWANNEE RIVER  
WATER MANAGEMENT DISTRICT**

**ANNUAL REPORT  
OF  
DISTRICT INSPECTOR GENERAL ACTIVITIES**

**For the Fiscal Year Ending  
September 30, 2022**

**June 23, 2022**

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

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

Pursuant to Section 20.055(8), Florida Statutes, and Section 6 of the agreement with the District to serve as your Inspector General, we are pleased to present this Annual Report of District Inspector General Activities for the fiscal year ending September 30, 2022. Thank you for the opportunity to work with you and management in promoting accountability, integrity, and efficiency at the District.

If you have any questions regarding this Annual Report, please contact Richard Law, C.P.A.

Sincerely,

**LAW, REDD, CRONA & MUNROE, P.A.**  
Tallahassee, Florida  
June 23, 2022

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT  
ANNUAL REPORT OF DISTRICT INSPECTOR GENERAL ACTIVITIES  
June 23, 2022**

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**INTRODUCTION**

The Suwannee River Water Management District (District) and Law, Redd, Crona & Munroe, P.A. (LRCM) entered into an agreement, which was amended on June 18, 2018, for LRCM to provide District Inspector General Services pursuant to Sections 373.079(4)(b)2., and 20.055, Florida Statutes, and serve as a central point for coordination of and responsibility for activities that promote accountability, integrity, and efficiency in the District. In accordance with the contract requirements and Section 373.079(4)(b), Florida Statutes, Francis Marvin Doyal, CPA, CIG, was designated by the Governing Board as Inspector General for the District under the contract with LRCM. On May 18, 2022, Sam McCall, CPA, CIG, succeeded Marvin as the District Inspector General.

LRCM, under the direction of the District Inspector General, is to:

- Conduct financial, compliance, electronic data processing, and performance audits of the District and prepare audit reports of its findings.
- Initiate, conduct, supervise, and coordinate investigations designed to detect, deter, prevent, and eradicate fraud, waste, mismanagement, misconduct, and other abuses in state government.
- Not later than September 30 of each year, prepare an annual report to the Board summarizing the activities of the Inspector General during the District's immediately preceding fiscal year.
- Self-report to the Board any written complaints, should they arise, that concern inappropriate actions or allegations of misconduct related to the duties and responsibilities of the District Inspector General or LRCM at the District.

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT  
ANNUAL REPORT OF DISTRICT INSPECTOR GENERAL ACTIVITIES  
June 23, 2022**

**ASSIGNED STAFF**

During the fiscal year ending September 30, 2022, the following LRCM personnel worked on District Inspector General activities:

Name	Position	Certifications
Francis Marvin Doyal (through May 17, 2022)  Sam McCall (from May 18, 2022)	District Inspector General	Certified Public Accountant Certified Inspector General
Richard Law	Managing Partner	Certified Public Accountant
Jon Ingram	Information Technology Audit Manager	Certified Public Accountant Certified Information Systems Auditor
Darryl Rudell	Auditor	

**INSPECTOR GENERAL ACTIVITIES**

LRCM and the District Inspector General completed the following activities during the year:

- Conducted a risk assessment and based on the results of the risk assessment, prepared a general internal audit plan for the three fiscal years ending September 30, 2024, and a detailed internal audit plan for the fiscal year ending September 30, 2022. The audit plans were approved by the Governing Board on September 14, 2021.
- Performed two internal audits, as described in the following section.

The District Inspector General did not receive any complaints relating to District operations during the fiscal year and did not initiate or conduct any investigations.

**INTERNAL AUDITS PERFORMED IN 2021-22**

**Report No. 22-01, Internal Audit of the District’s Payroll and Related Human Resources Processes**

This audit focused on selected District procedures and controls over the processing of payroll and related human resources (HR) processes. Based on the results of our audit procedures, the District’s records demonstrated compliance with its policies and

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT**  
**ANNUAL REPORT OF DISTRICT INSPECTOR GENERAL ACTIVITIES**  
**June 23, 2022**

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procedures related to its payroll and HR activities.

**Report No. 22-02, Follow-up on District Corrective Actions Regarding Prior Internal Audit Findings**

This follow-up was conducted pursuant to Section 20.055(8)(c)4., Florida Statutes and the District's internal audit activity charter. All findings included in the scope of our follow-up pertained to District information technology and cybersecurity controls. Accordingly, the report is confidential and exempt from public disclosure pursuant to Section 281.301, Florida Statutes.

Our report noted that the District is making substantial progress in addressing the prior audit findings and recommendations disclosed in our internal audit reports issued through September 30, 2021. All but one of the prior internal audit findings included in the scope of our follow-up activities have been corrected. The remaining prior finding, which pertains to network security, has been partially corrected and District management has identified planned actions to address the finding.

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Pam Shaw, Chief, Office of Finance

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

DATE: September 2, 2022

RE: Inspector General Three-Year Audit Plan for Fiscal Years 2023 to 2025 and Fiscal Year 2022-2023 Internal Audit Work Plan

**RECOMMENDATION**

Approve the Audit Committee recommendation to accept the Inspector General's Three-Year Audit Plan for Fiscal Years 2023 to 2025 and the Fiscal Year 2022-2023 Internal Work Plan for Law, Redd, Crona & Munroe, P.A.

**BACKGROUND**

Law, Redd, Crona & Munroe, P.A., prepared a three-year internal audit plan for Fiscal Years 2023 to 2025 (attached) with a list of recommended future audit topics for the Audit Committee's consideration. The topics were identified based on the Inspector General's risk assessment activities and discussion with District management.

Law, Redd, Crona & Munroe, P.A., also prepared the Fiscal Year (FY) 2022-2023 Internal Audit Work Plan (attached) for the Audit Committee's review and approval.

On August 9, 2022, Jon Ingram, Audit Manager with Law, Redd, Crona & Munroe, P.A. presented these plans to the Audit Committee. The Three-Year Audit Plan and the FY 2022-2023 Internal Work Plan was accepted by the Audit Committee with no changes.

PS/tm  
Attachments

**Suwannee River Water Management District  
Three Year Internal Audit Plan  
For the Fiscal Years Ending September 30, 2023 through September 30, 2025**

1. 2023
  - a. Update Risk Assessment
  - b. Follow-up on Prior Internal Audit Findings (if any)
  - c. Six Month Follow-up on Auditor General Findings (if any)
  - d. Employee Teleworking and Remote Working
  - e. Annual Report of IG Activities
  
2. 2024
  - a. Update Risk Assessment
  - b. Follow-up on Prior Internal Audit Findings (if any)
  - c. Land Acquisition, Land Surplus, and Conservation Easements
  - d. Annual Report of IG Activities
  
3. 2025
  - a. Update Risk Assessment
  - b. Follow-up on Prior Internal Audit Findings (if any)
  - c. Internal Audit – topic to be selected
  - d. Annual Report of IG Activities

Annual audit plans are also subject to unexpected events that may require the services of the Inspector General/Internal Auditor.

A list of recommended future topics for the Audit Committee's consideration is included below. The following topics were identified based on our risk assessment activities, including discussions with District management:

- Competitive Selection Procurement Process (last audited in 2015-16)
- Business Continuity and Emergency Response Planning
- Performance Measures (last audited in 2017-18)

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT  
2023 INTERNAL AUDIT WORK PLAN**

Audit Area	Tentative Work Plan	Planned Start Date	Estimated Hours
<b>Risk Assessment and Planning</b>	<ul style="list-style-type: none"> <li>- Discussions with District CFO and other management as necessary</li> <li>- Other risk assessment procedures</li> <li>- Identify areas of concern</li> <li>- Design of specific audit procedures</li> <li>- Presentation of audit plans to Governing Board's Audit Committee</li> </ul>	July/August 2022	20
<b>Employee Teleworking and Remote Working</b>	<p>Review District policies, procedures, and controls related to employee teleworking and remote working.</p> <ul style="list-style-type: none"> <li>- Process and criteria for authorizing employee teleworking or remote working.</li> <li>- Procedures for monitoring, managing, and evaluating performance, time, and attendance of employees working remotely.</li> <li>- Controls over the security and availability of employees' remote access to District systems and data.</li> <li>- District monitoring of employee teleworking/remote working impact on the productivity of programs, activities, and functions.</li> </ul>	February 2023	70
<b>Follow-up on Prior Internal Audit Findings</b>	<ul style="list-style-type: none"> <li>- Review the status of District corrective action toward the observations and recommendations in prior internal audit reports that are unresolved through September 30, 2022</li> </ul>	May 2023	10
<b>Six-Month Follow-up on Auditor General Findings</b>	<ul style="list-style-type: none"> <li>- Pursuant to Section 20.055, F.S. and the District contract for IG services, determine the status of District corrective actions taken toward the recommendations in the Auditor General's operational audit (report number and release date TBD).</li> </ul>	Spring/Summer 2023	20
<b>Discretionary</b>	<ul style="list-style-type: none"> <li>- Reserved for procedures to be performed at the discretion of the Inspector General without the prior knowledge of management.</li> <li>- Perform additional procedures as deemed necessary as a result of other procedures performed or at the request of the Governing Board, management, and/or external auditor.</li> </ul>	October 2022 – September 2023	15
<b>Reporting</b>	<ul style="list-style-type: none"> <li>- Preparation of Internal Audit Reports</li> <li>- Presentation of Draft Reports to District CFO</li> <li>- Presentation of Final Audit Reports to Audit Committee</li> <li>- Presentation of Annual Report of IG Activities to Audit Committee</li> </ul>	October 2022 - September 2023	30

Total Hours	165.00
Estimated Blended Hourly Rate	\$147.75
Subtotal	\$24,378.75
Travel (s. 112.061, F.S.)	\$1,000.00
Estimated Fee	\$25,378.75

**Estimated Blended Hourly Rate**

	<u>Hourly Rate</u>	<u>Per Cent Utilized</u>	<u>Extension</u>
Inspector General	\$220	10%	\$ 22.00
Partner-in-Charge	\$220	10%	22.00
Audit Manager/IT Manager	\$155-165 (blended)	25%	40.00
Senior Auditor	\$125	35%	43.75
Staff Auditor	\$100	20%	<u>20.00</u>
	Blended Rate		<u><u>\$ 147.75</u></u>

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board  
FROM: Pam Shaw, Chief, Office of Finance  
THRU: Tim Alexander, Deputy Executive Director, Business and Community Services  
DATE: September 2, 2022  
RE: Renewal of Contract Number 16/17-082 with Powell and Jones, CPA

**RECOMMENDATION**

Accept the Audit Committee recommendation to approve the renewal of Contract 16/17-082 with Powell and Jones, CPA, for Audit Services not to exceed \$28,000 for Fiscal Year 2022-2023.

**BACKGROUND**

In 2016, the District bid for financial audit services on Request For Proposals 15/16-30EO. Powell and Jones, CPA, won the bid and was awarded a three-year contract for an amount not to exceed \$82,400, including annual rates of: FY 2017 - \$26,900, FY 2018 - \$27,500, and FY 2019 - \$28,000. The contract provides an option for five subsequent one-year renewals. The contract was renewed in FY 2020, FY 2021, and FY 2022 for \$28,000 each year. This renewal represents year four of the subsequent renewals.

Powell and Jones, CPAs, has performed the District's annual financial audits since FY 2013. In addition to providing financial audit services, Powell and Jones, CPA submits the Annual Financial Report to the Florida Department of Financial Services – Bureau of Accounting and to the Federal Single Audit Clearinghouse. Powell and Jones, CPA, also provides routine guidance to the Finance staff.

Staff recommends the renewal of financial audit services with Powell and Jones, CPA, for a one-year term commencing on October 1, 2022, and continuing through September 30, 2023.

Funding for this work is contingent upon approval of the FY 2022-2023 under account code 01-2585-6-6103-01.

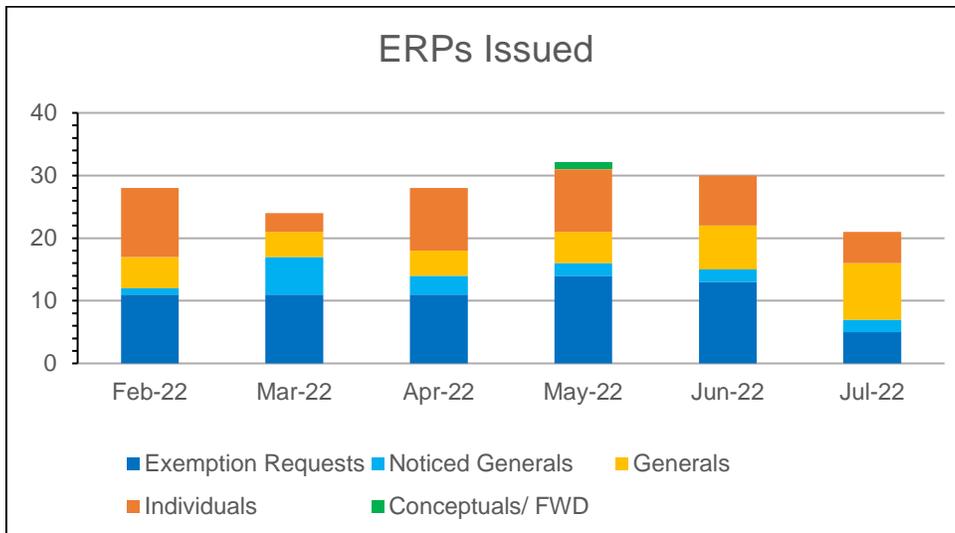
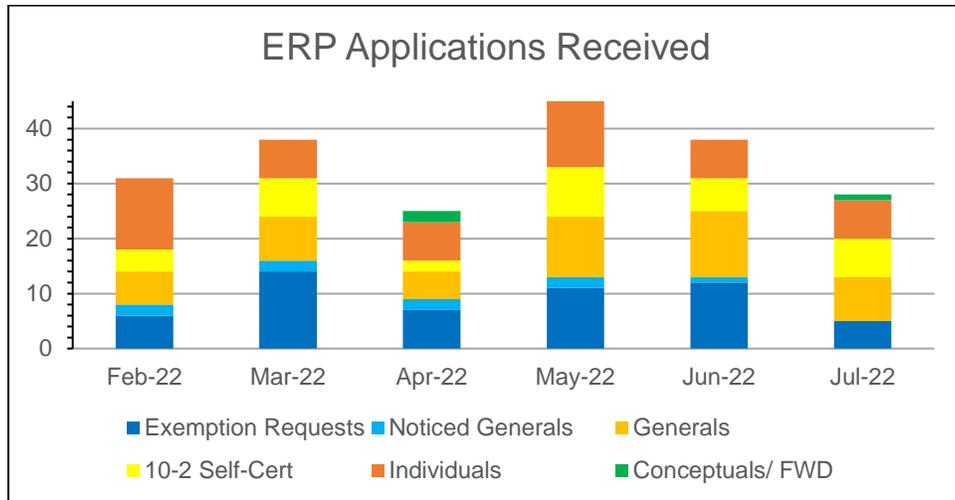
On August 9, 2022, the Audit Committee voted to renew contract 16/17-082 with Powell and Jones, CPAs.

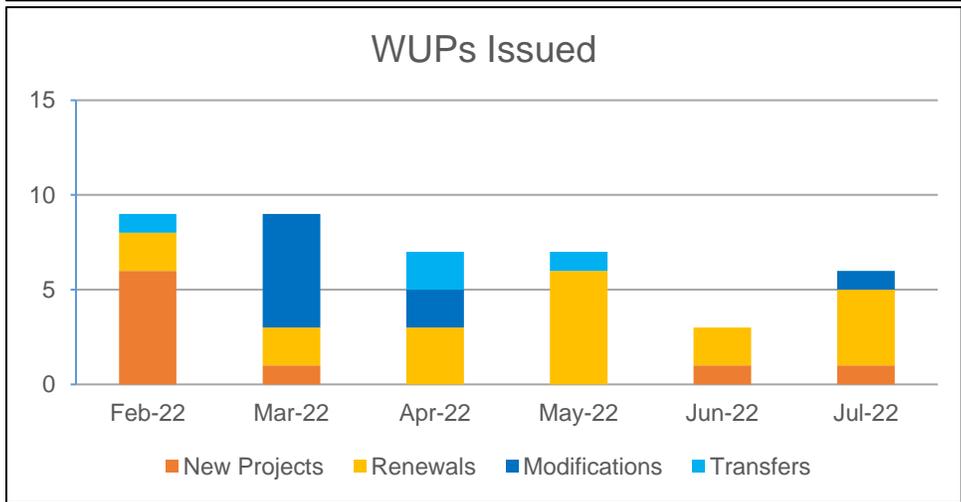
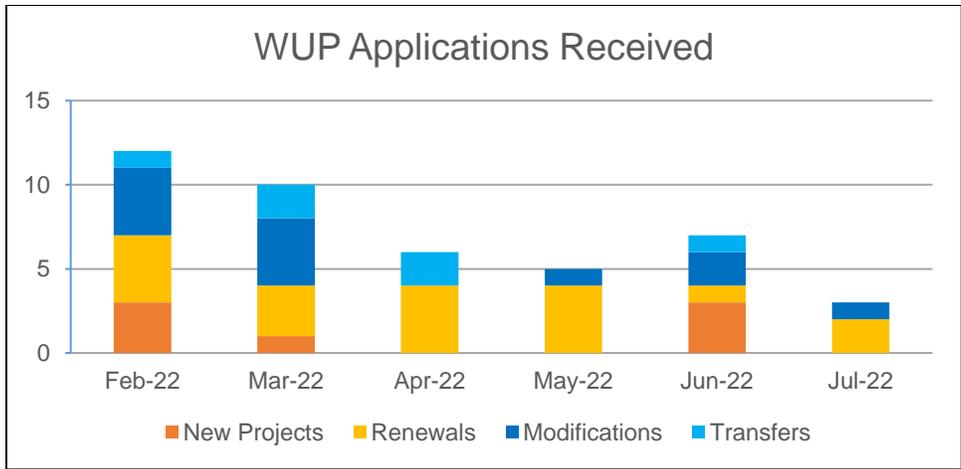
PJS/tm  
Contract #16/17-082

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

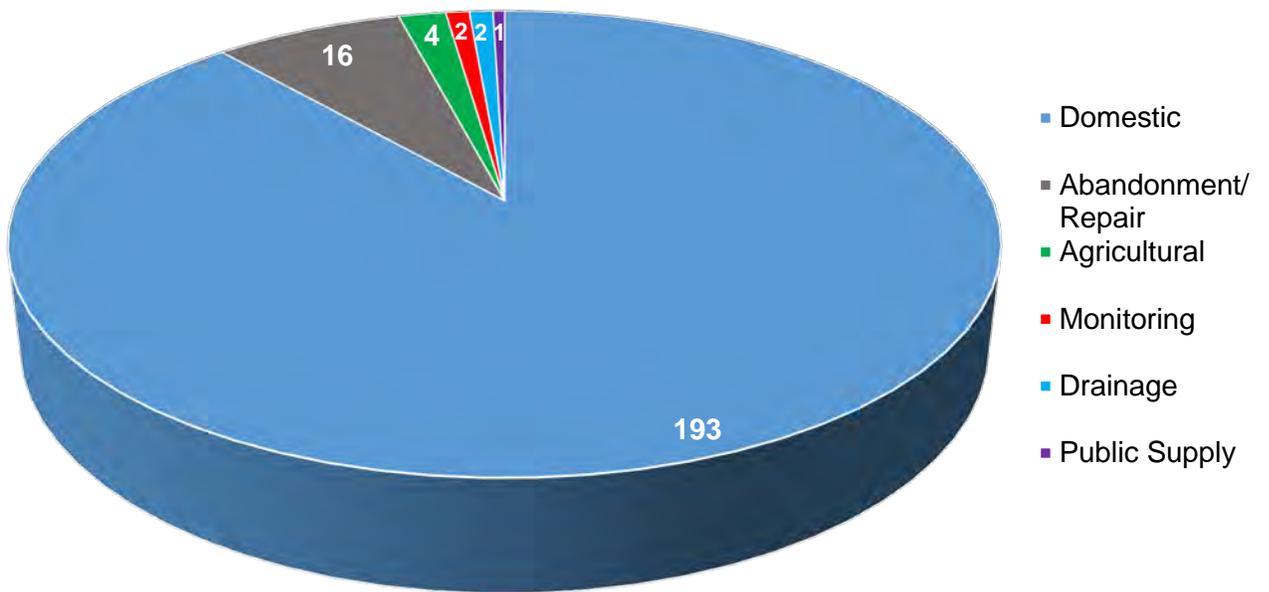
MEMORANDUM

TO: Governing Board  
FROM: Warren Zwanka, Director, Division of Resource Management  
THRU: Tim Alexander, Deputy Executive Director, Business and Community Services  
DATE: September 2, 2022  
RE: Permitting Summary Report





Water Well Permits Issued - July 2022



**40B-8.121 Lakes Alto and Santa Fe MFLs**

GB Authorized Rulemaking	12/14/2021
Notice of Rule Development	
Public Workshop	12/16/2021
Notice of Proposed Rule	
Notice of Rule Change	
File with DOS	
<b>Effective Date</b>	

**40B-8.121 Lake Hampton MFL**

GB Authorized Rulemaking	1/11/2022
Notice of Rule Development	
Public Workshop	1/26/2022
Notice of Proposed Rule	
Notice of Rule Change	
File with DOS	
<b>Effective Date</b>	

**40B-400.091 ERP Stormwater (AH Vol. II)**

GB Authorized Rulemaking	5/10/2022
Notice of Rule Development	
Public Workshop	
Notice of Proposed Rule	
Notice of Rule Change	
File with DOS	
<b>Effective Date</b>	

**40B-3.021 Definitions**

GB Authorized Rulemaking	7/12/2022
Notice of Rule Development	8/4/2022
Public Workshop	
Notice of Proposed Rule	
Notice of Rule Change	
File with DOS	
<b>Effective Date</b>	

**40B-3.035 Materials Incorporated by Ref**

GB Authorized Rulemaking	7/12/2022
Notice of Rule Development	8/4/2022
Public Workshop	
Notice of Proposed Rule	
Notice of Rule Change	
File with DOS	
<b>Repealed</b>	

**40B-3.051 Exemptions**

GB Authorized Rulemaking	7/12/2022
Notice of Rule Development	8/4/2022
Public Workshop	
Notice of Proposed Rule	
Notice of Rule Change	
File with DOS	
<b>Effective Date</b>	

**40B-3.101 Content of Application**

GB Authorized Rulemaking	7/12/2022
Notice of Rule Development	8/4/2022
Public Workshop	
Notice of Proposed Rule	
Notice of Rule Change	
File with DOS	
<b>Repealed</b>	

**40B-3.201 Permit Fees**

GB Authorized Rulemaking	7/12/2022
Notice of Rule Development	8/4/2022
Public Workshop	
Notice of Proposed Rule	
Notice of Rule Change	
File with DOS	
<b>Effective Date</b>	

**40B-3.411 Completion Report**

GB Authorized Rulemaking	7/12/2022
Notice of Rule Development	8/4/2022
Public Workshop	
Notice of Proposed Rule	
Notice of Rule Change	
File with DOS	
<b>Repealed</b>	

**40B-3.521 Well Seals**

GB Authorized Rulemaking	7/12/2022
Notice of Rule Development	8/4/2022
Public Workshop	
Notice of Proposed Rule	
Notice of Rule Change	
File with DOS	
<b>Effective Date</b>	

**40B-4.1010 Policy and Purpose**

GB Authorized Rulemaking	4/12/2022
Notice of Rule Development	
Public Workshop	
Notice of Proposed Rule	
Notice of Rule Change	
File with DOS	
<b>Repealed</b>	

**40B-4.1040 Permits Required**

GB Authorized Rulemaking	4/12/2022
Notice of Rule Development	
Public Workshop	
Notice of Proposed Rule	
Notice of Rule Change	
File with DOS	
<b>Effective Date</b>	

**40B-4.3035 Minimum O&M Standards**

GB Authorized Rulemaking	4/12/2022
Notice of Rule Development	
Public Workshop	
Notice of Proposed Rule	
Notice of Rule Change	
File with DOS	
<b>Repealed</b>	

**40B-4.1070 Exemptions**

GB Authorized Rulemaking	8/9/2022
Notice of Rule Development	
Public Workshop	
Notice of Proposed Rule	
Notice of Rule Change	
File with DOS	
<b>Effective Date</b>	

**ERP/ WUP 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, Outreach and Operations  
DATE: August 31, 2022  
RE: District Land Management and Twin Rivers State Forest Activity Summary

**BACKGROUND**

District staff met with Alachua County to discuss management objectives on the Lake Alto Preserve Tract.

District staff met with Manatee Springs South Tract neighbors to discuss moving an ingress/egress easement to the property.

District staff is completing the required attractive items inventory.

District contractors opened an existing road through the Peacock Slough Tract to Telford Springs.

District road contractors are repairing roads on the Steinhatchee Springs and Mallory Swamp tracts.

District contractors have completed the first round of invasive plant treatments at Peacock Slough, Big Pine, Falmouth Springs, Adams, Allen Mill Pond, Ellaville, Owens Spring, Alligator Creek, SRWMD Headquarters, Tyree, and Hunter Creek.

An aluminum railing was repaired at Pot Springs in Hamilton County.

Timber harvests continue in the Steinhatchee Springs Tract.

A pre-harvest meeting for the Gilchrist Regional Wellfield was completed.

Twin Rivers State Forest completed the retreatment of the Ellaville Drew Mansion Herbicide Project.

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

**Conservation Easement Monitoring:** The Aucilla Land Partners was inspected and are in compliance with the terms.

**Vegetation Management Projects:** During the reporting period, five additional miles of ditch edge mowing, 305 additional acres of wood mowing, and 583 acres of roller chopping were completed on several tracts throughout the District.

In Fiscal Year 2022, vegetation management work will be conducted for fuel reduction, natural community restoration, and wildfire mitigation purposes.

Vegetation Management (10/01/2021 – 08/12/2022)

2022 ACTIVITY	ACRES		MILES	
	Planned	Complete	Planned	Complete
Herbicide	283	35	0	0
Roller Chop Uplands	375	583	0	0
Mulching	85	0	0	0
Woods Mowing	690	1,470	0	0
Ditch Edge Mowing	0	0	54	101

**Invasive Plant Monitoring Program:** During the reporting period, no additional infestations were monitored/treated by District staff.

Invasive Plant Treatments (10/01/2021 – 08/12/2022)

2022 ACTIVITY	INFESTATIONS	
	Planned	Complete
Invasive Plant	160	160

**Rare Species Monitoring/Surveying Program:** During the reporting period, 12 additional gopher tortoise transects were surveyed.

Rare Species Monitoring/Surveying (10/01/2021 – 08/12/2022)

2022 ACTIVITY	LOCATIONS OR TRANSECTS	
	Planned	Complete
Rare Plant Species Monitoring	150	39
Gopher Tortoise Surveys	100	298

**Prescribed Fire Program:** Contractors conducting prescribed burns on District lands include Attack-One Fire Management Services, B&B Dugger Inc., and Wildlands Services Inc. Also included in this report are the acres the Florida Forest Service (FFS) prescribed burns on Twin Rivers State Forest (TRSF). When available, the FFS will provide a crew to burn additional acres on both District tracts and TRSF. No additional acres were burned during the reporting period.

Prescribed Fire Summary Table (10/1/2021 – 08/12/2022)

	2022 TARGET ACRES	ACRES COMPLETED
SRWMD	10,700	9,654
FFS TRSF	2,000	1,754
TOTAL	12,700	11,408

**Timber Sales:**

Timber Sales Recently Completed

SALE NAME	COUNTY	ACRES	HARVEST TYPE	REVENUE
Nature Coast Wellfield #2	Levy	110	Clearcut	\$265,991.53
High Springs Wellfield #1	Alachua	239	Hardwood Removal	\$17,035.00
Withlacoochee Hills #1	Hamilton	72	Hardwood Removal	\$31,988.85
Holton Creek #4	Hamilton	130	Hardwood Removal	\$99,731.75
Cuba Bay #3	Madison	80	Thinning and Clearcut	\$191,832.81
Little River #6	Suwannee	200	Clearcut	\$131,390.50
Withlacoochee #4	Hamilton	113	Clearcut	\$198,203.00
Newberry Wellfield #1	Alachua	52	Thinning and Clearcut	\$157,298.11

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
Ellaville #21	Madison	140	Clearcut and Chipping
Cabbage Grove #2	Taylor	222	Thinning
Mill Creek South #10	Madison	124	Thinning
Gilchrist Wellfield #1	Gilchrist	100	Thinning and Chipping
Steinhatchee Springs #22	Lafayette	298	Thinning

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: William McKinstry, Chief, Office of Land Management

THRU: Katelyn Potter, Director, Outreach and Operations

DATE: August 31, 2022

RE: Renewal of Contract 05/06-131 with Florida Forest Service and Twin Rivers State Forest

**RECOMMENDATION**

Authorize the Executive Director to renew Contract Number 05/06-131 with Florida Forest Service and approve the Twin Rivers State Forest Budget for Fiscal Year 2022-2023 for an amount not to exceed \$293,235.

**BACKGROUND**

The District has leased approximately 12,300 acres to Florida Forest Service (FFS) for comprehensive management within Twin Rivers State Forest (TRSF) located in Hamilton, Suwannee, and Madison counties. The revenues from timber sales on TRSF are retained by the District.

The attached budget for FFS is \$182,435 for the state expenses. In addition to state expenses, proposed expenses totaling \$110,800 for private contractors are included. A portion of these funds will be used to prepare approximately 395 acres for tree planting in Fiscal Year 2023-2024. The FFS will bid out these services to be contracted by the District. After FFS approval of invoices for satisfactory delivery or completion of work, the District will pay these expenses.

This contract is a twenty-year agreement and shall remain in effect until terminated by either party by giving a twelve-month's notice in writing of its intent to do so.

Funding for this recommendation is included in the Fiscal Year 2022-2023 (FY 2023) Tentative Budget under codes 13-6930-3-3100-08-01 and 13-6930-3-3100-08-02 and is contingent upon approval of the FY 2023 Final Budget.

The Twin Rivers 2021-2022 Annual Report is included for the Governing Board's information. The report shows the FFS goals for FY 2023.

WVM/pf  
Attachments

**Twin Rivers State Forest**  
2022-23 Budget Request

**Expense**

Fuel	\$9,000.00
Equipment Maintenance	\$10,000.00
Utilities	\$3,500.00
Supplies (Office, Shop, Field)	\$8,000.00
Uniforms	\$1,800.00
<b>Total</b>	<b>\$32,300.00</b>

**Salaries & Benefits**

Foresters	\$61,684.00
OPS Park Ranger	\$50,000.00
Forest Rangers	\$38,451.00
<b>Total</b>	<b>\$150,135.00</b>

**Resource Operations/Maintenance**

**Site Preparation**

Ellaville Broadcast Herbicide (part of #20 Timber Sale area - 89 acres)	\$8,900.00
Ellaville Broadcast Herbicide (#19 Timber Sale area - 183 acres)	\$18,300.00

**V-Blade Planting**

Ellaville tract (part of #20 Timber Sale are - 89 acres)	\$11,125.00
Ellaville tract (#19 Timber Sale -183 acres)	\$22,875.00
Containerized Longleaf Pine seedlings (198,000)	\$39,600.00

**Road Maintenance**

DOT Grade Limerock Base (500 tons)	\$10,000.00
<b>Total</b>	<b>\$110,800.00</b>

**Twin Rivers State Forest**  
**SRWMD**  
**2021-22 Annual Report**

## **INTRODUCTION**

Twin Rivers State Forest (TRSF) is located along the banks of the Withlacoochee and Suwannee Rivers in eastern Madison, western Hamilton, and northwest Suwannee counties. The state forest totals 16,107 acres and is comprised of 16 noncontiguous tracts. Thirteen of the tracts totaling over 12,000 acres are owned by the Suwannee River Water Management District (SRWMD), with the Florida Forest Service (FFS) owning the Damascus, Hardee Springs and Blue Springs Longleaf tracts.

The Suwannee River Water Management District acquired their portion of the TRSF property through the Save Our Rivers (SOR) Program, created by the Florida Legislature in 1981, and the Preservation 2000 Program, established by the Legislature in 1990. In 1995, the FFS was given lead management responsibility for the property under a lease agreement with the SRWMD. Since that time, a new lease agreement was negotiated with the same terms of the original agreement in full force and effect.

Using the multiple-use management concept, the FFS balances environmental, recreational and resource use needs. This concept allows public use of the area while protecting the long-term health of the forest ecosystems and their resources. The TRSF is frequently used for hiking, biking, fishing, picnicking, horseback riding, primitive camping and paddling. In addition, over 11,000 acres is designated as a Type I Wildlife Management Area (WMA), and the Twin Rivers WMA is very popular for hunting. Natural features such as the historic ecological communities are being protected, restored, and maintained. Timber management and associated silvicultural practices play an important role in the restoration and maintenance of the forest ecosystems. Various silvicultural practices, including vegetation management using herbicides and prescribed fire are used solely or in combination to accomplish resource management goals. Particularly, prescribed burning is an efficient and cost-effective tool that serves to control hardwoods and stimulate the recovery of herbaceous plants and native grasses.

## **2021-22 UPDATES**

The FFS staff assigned to the management of TRSF includes a Forestry Supervisor II and a Forester. For the past 4 years, a full time OPS Park Ranger position has been funded under the Florida Forest Services' "Non-native Invasive Species Plant Control" budget. This position has provided the opportunity to greatly enhance the invasive plant control program on the state forest. Operational support is provided by FFS Operations Administrator, Forest Area Supervisor, Senior Forest Rangers and Forest Rangers. The TRSF office is located at the Live Oak Forestry Station in Suwannee County.

Since Twin Rivers inception, through an agreement with the Department of Corrections (DOC) and the FFS, additional support has been provided by an Inmate Supervisor and a 4-person inmate squad. DOC would invoice the FFS on a monthly basis for all labor hours performed on the state forest. To outfit the Squad, the FFS has always provided a heavy-duty crew cab pickup, double-axle trailer, lawn mowers and all the necessary power and hand tools, safety gear and other items necessary to perform maintenance work safely. This Squad has been primarily responsible for site maintenance, mowing parking areas and designated entrances, provided trash removal from recreational sites, roads and public access areas. However, this past fiscal year has been an exception on Twin Rivers as FFS has not had this support. Moreover, a proposal to suspend all DOC supervised work squads was approved. FFS is exploring alternatives to provide the needed support such as OPS labor and/or contractual services on the state forest. The following report provides an overview of the major accomplishments for the SRWMD owned portions of the TRSF for the 2021-22 fiscal year.

Continuation of the ongoing forest wide, land-based survey for invasive/exotic plants consisted of transect based sampling throughout the Westwood East, Withlacoochee, Chitty Bend West, Anderson, Ellaville, Black, Mill Creek North and Mill Creek South tracts. These tracts were treated for various invasive exotic plants including Japanese climbing fern, chinaberry, mimosa, tropical soda apple, Chinese wisteria, Japanese honeysuckle, showy rattlebox, autumn olive, Chinese tallow, tongue oil tree, golden bamboo, tangle head grass, and cogon grass. FFS staff continues to maintain a GIS database for invasive plants and update it as necessary with incidental occurrences. Controlling invasive exotic plants is challenging, and diligence is necessary to limit their adverse effects to the natural ecosystems on the state forest.

FFS entered into an agreement with F4 Tech company to provide an improved forest inventory system on all its state forests, over 1,000,000 acres of public land, including Twin Rivers. This new system is currently operational and has served to streamline inventory procedures such as data collection and reporting. It provides timber growth and yield estimates on a stand level basis which should help improve long-term resource management planning.

This fiscal year, FFS staff inventoried 2,356 acres on the Ellaville tract. The FFS continues to maintain a 10-year inventory cycle. For all pine stands, planted or natural,

one plot is installed for every 5 acres with up to a 30-plot maximum per stand. The exception is for all timber sale or pre-harvest inventories in which one plot for every 2 acres is installed with no maximum per stand. In hardwood stands, one plot is measured for every 100 acres, with a minimum of 3 plots per stand. Post-harvest stands that were clear cut only require 3 plots, while all other post-harvest stands require one plot for every 5 acres with a maximum of 30-plots per stand. The inventory data collected is used to make resource management decisions on the state forests.

Proper consideration and careful planning for various silvicultural treatments, including species selection, site preparation and tree planting are crucial to ensure a successful reforestation effort. Two years ago, 210 acres were hand planted to longleaf pine on the Ellaville and Black tracts. A seedling survival count is conducted on all tree plantings once at least 6 months has elapsed. A seedling survival count was scheduled and conducted this past winter..

Timber harvests are completed annually to meet forest resource management goals, improve forest health, and generate revenue to offset the costs of state forest operations. During the 2021-22 fiscal year, a total of \$789,381 was generated from timber sales on TRSF. The following; details the individual timber sales that were advertised and sold.

The **Ellaville #19** was a lump-sum sale of a mostly clearcut 182-acre, 39-year-old, planted loblolly pine stand which generated \$300,507 in revenue. The harvesting operation was completed. A site prep chipping contract was executed subsequently to remove the residual non-merchantable hardwoods and generated \$373.39 in revenue. Following site preparation, the clearcut portion of this stand will be reforested to longleaf pine.

The **Ellaville #20** timber sale was also advertised and sold for \$355,777. This 281-acre sale includes an 88-acre clearcut and 193-acre marked, selective thinning of 44-year-old, planted slash pine. The final harvest was completed and the clearcut portion will be reforested to longleaf pine. Ellaville #21 is a hardwood chipping addition to this sale. This harvest is not yet complete and will generate \$0 in revenue.

The **Westwood West #4** was an 88-acre clearcut of 35-year-old, planted loblolly pine which generated \$133,107 in revenue. The final harvest was completed and the clearcut will be reforested to longleaf pine.

The Ellaville #21 was a 141-acre clearcut of 50+year old, slash pine which generated \$438,111.61 in revenue. The final harvest was near completion and the clearcut will be reforested to longleaf pine.

The Mill Creek South #10 was advertised and sold for \$20.05 per ton of pine pulp, \$56.65 per ton of pine CNS, and \$6.00 per ton of hardwoods. This is a 125-acre 4<sup>th</sup> row selective thinning, with a marked sample area, of 23-year-old planted longleaf pine.

The Withlacoochee #4 was a 214-acre final harvest of 60-year-old planted slash pine which generated \$198,203.00 in revenue. The final harvest was completed and the clearcut will be reforested to longleaf pine.

In preparation for next fiscal year's timber sales, field work on the Ellaville #23, a 214-acre second thinning with hardwood removal of 48 year old planted slash pine and 40 year old planted longleaf pine.

For obtaining state forest management goals, one of the most effective tools utilized is the application of prescribed fire. Prescribed burning serves to improve wildlife habitat, maintain forest health, recycle nutrients and restore natural systems. Favorable weather for burning and experienced personnel are essential to accomplishing annual goals. For 2021-22, the FFS was unable to conduct copious prescribe burning due to agency mandates associated with the pandemic, staff shortages, weather conditions continued to hamper burning conditions with frequent rainfall occurring . Nonetheless, FFS staff was able to prescribe burned 1,626 acres last year (54%) of the annual goal of 3000 acres on TRSF, SRWMD owned, portion. Next year's goal on TRSF, SRWMD owned, is 3,000 acres with an effort to capture missed acres from previous prescribed fire goals.

Providing outdoor recreation opportunities to the public is an important goal on the state forest. Continued maintenance to the District funded Pot Springs river access steps and streambank stabilization project was completed this year on the Withlacoochee Tract. The TRSF Pot Springs recreation area, like Anderson Springs, is a popular destination that receives a lot of visitors. This year there were an estimated 143,876 day-use visitors. FFS staff issued 17 special use permits for various activities including fishing, horseback riding, camping and mountain biking. FFS continues to maintain recreational facilities including hunter parking areas, 20 recreational sites and 47 miles of hiking, horseback riding, and bicycle trails.

An important part of land maintenance is the continual clearing, marking and replacing signage along perimeter boundaries. This allows the public and adjacent landowners to know and respect where state property boundaries are located. This year we cleared, repainted and placed new fence posts and signage on the Withlacoochee, Ellaville, Black, Mill Creek North and Mill Creek South tract boundaries.

Another maintenance activity requiring constant vigilance is the upkeep of cables and gates on the state forest. These are used exclusively to keep motor vehicle traffic off the state forest trails, service roads and environmentally sensitive areas. Other woods roads are maintained and opened to provide public access. This year we replaced 6 cables with metal pipe gates.

Inmate labor has traditionally played a large role in the general maintenance of the recreation sites, parking areas, entrances, gates and trails on TRSF. As mentioned previously, the inmate supervisor and crew were not available during this past fiscal year.

SRWMD staff and FFS are working together to create an OPS Park Ranger to fill in and aid help continue to provide general maintenance.

Despite occasional setbacks, FFS staff will continue to strive to provide quality recreational opportunities for state forest visitors while managing the other forest resources in a manner that ensures healthy ecosystems, resource protection, conservation and sustainability. The following is a list of significant goals and planned activities for next fiscal year.

### **Goals and Action Plan Items for Next Year- FY22/23**

- Complete pre-sale cruise and sale timber on applicable tracts according to the 5-Year Harvest Plan
- Inventory Ellaville, Anderson Springs, Nekoosa, and Mill Creek North Tracts (519 acres)
- Complete all site preparation practices preparing for FY23-24 planting operations on TRSF's Ellaville tracts (395 acres)
- Work with SRWMD on their timber sales based on governing board direction
- Prescribe burn 3,000 acres
- Continue ongoing invasive exotic plant survey and complete an invasive survey within all stands harvested within previous year.
- Complete in-house spot treatment of invasive exotics on applicable Twin Rivers tracts based on former invasive exotic survey and respective Annual Action Plan.
- Maintain 47 miles of trails
- Maintain 20 recreational sites and all parking areas
- Maintain 70+ miles of roads by mowing, harrowing and/or single drum chopping
- Maintain 100 cables/gates
- Inspect 20 archeological sites
- Perform boundary maintenance on Chitty Bend East, Chitty Bend West, Westwood East, and Westwood West

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: August 31, 2022  
RE: Renewal of Contract 21/22-183 with Greentrust Environmental, Inc.

**RECOMMENDATION**

Authorize the renewal of Contract 21/22-183 with Greentrust Environmental, Inc. for invasive plant services in Fiscal Year 2022-2023 (FY 2023) at the previously approved for an amount not to exceed amount of \$76,250.

**BACKGROUND**

Based on Request for Proposals 21/22-018, Greentrust Environmental, Inc. was chosen on June 9, 2022, and awarded Contract 21/22-183 on July 19, 2022, for invasive-exotic plant herbicide treatment at the Starke Bypass Mitigation Area (SBMA) in Bradford County. SBMA is a 250-acre mitigation conservation easement on the east shore of Lake Rowell, north of Alligator Creek, managed by the District to offset wetland impacts from the Florida Department of Transportation bypass project.

Initial plantings were conducted by the mitigation contractor in 2015 but tree survival has been inhibited by poorly managed invasive and exotic plants, which has resulted in the District filing a claim on the SBMA insurance policy. Greentrust Environmental, Inc. has been charged with eradicating and controlling the invasive-exotic plants within SBMA until the insurance claim is complete and a new mitigation contractor can oversee the success of the site.

In Fiscal Year (FY) 2022, Greentrust Environmental, Inc. successfully conducted invasive plant treatment work on approximately 193 acres at SBMA. The renewed contract will cover the completion of the initial treatment phase and the transition to the maintenance phase during FY 2023. The project is funded under budget code 19-2586-7-2300-06-01 and is contingent upon approval of the Final Budget.

SG/pf

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Alejandro Arteaga Garcia, Senior Data Analyst, Hydrologic Data Services Office

THRU: Katelyn Potter, Director, Outreach and Operations

DATE: August 25, 2022

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 8 inches in diameter or greater.

As of August 17, 2022, the District is monitoring 1,502 (224.8 MGD) of a total 1,582 active permitted wells (235.5 MGD). The remaining 80 active wells not yet monitored are scheduled for site visits to determine the type of monitoring that will be implemented. An additional 302 proposed wells have yet to be drilled.

The District offers three options for monitoring: electric provided by the power company, telemetry on diesel systems, and self-reporting. To date, farmer electric agreements from cooperatives are in effect on 746 (141.4 MGD) monitoring points. The District currently employs telemetry on 263 (46.2 MGD) diesel-powered systems. There are currently two (0.28 MGD) self-monitored points.

Additionally, there are currently 489 (36.8 MGD) sites for which monitoring is currently not feasible. Staff visit these sites each year to reevaluate the feasibility of monitoring.

The attached figures show the current well status and monitoring type for all wells with water use monitoring conditions (Figure 1), and the status of flow data collection by source within the Districts' agricultural monitoring network (Figure 2)

## Agricultural Water Use Stations with Monitoring Conditions

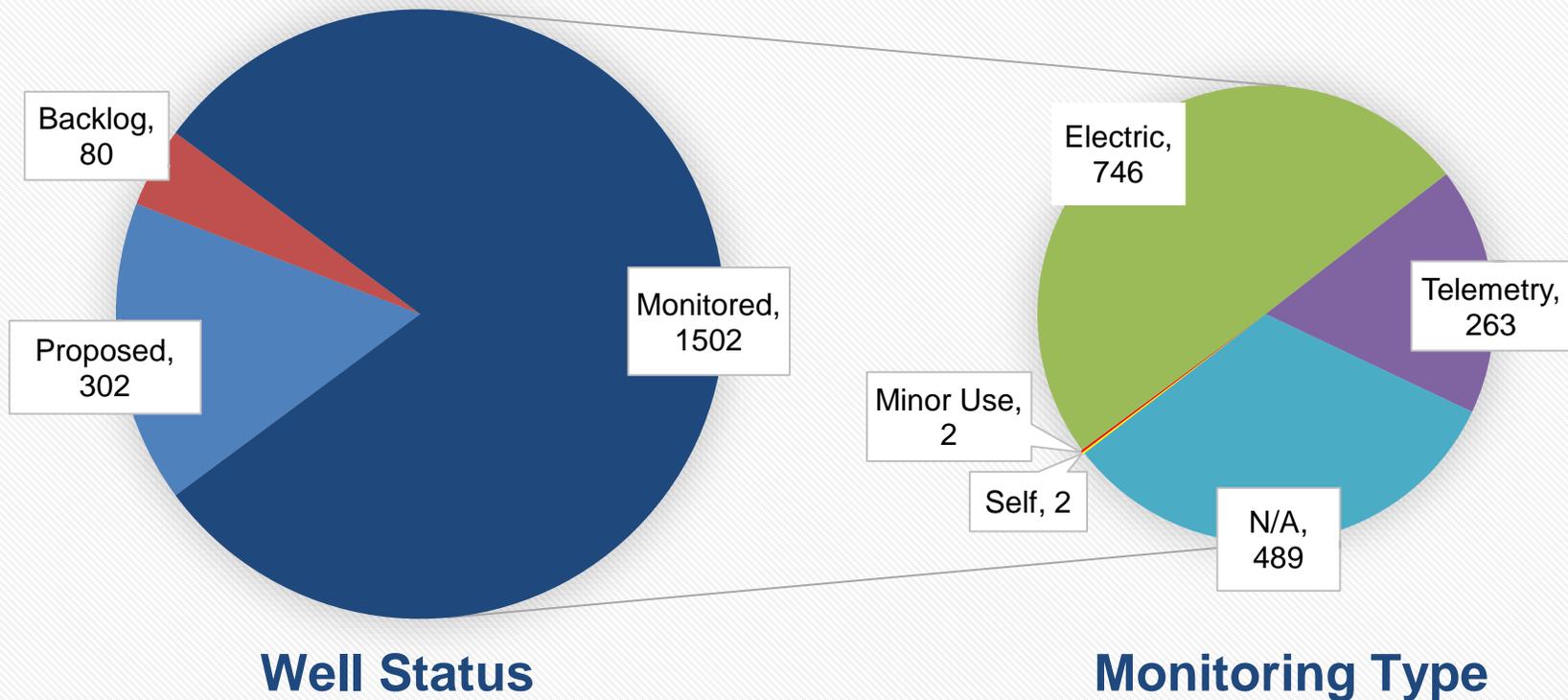


Figure 1. Well status and monitoring type for all wells with water use monitoring conditions as of August 17, 2022.

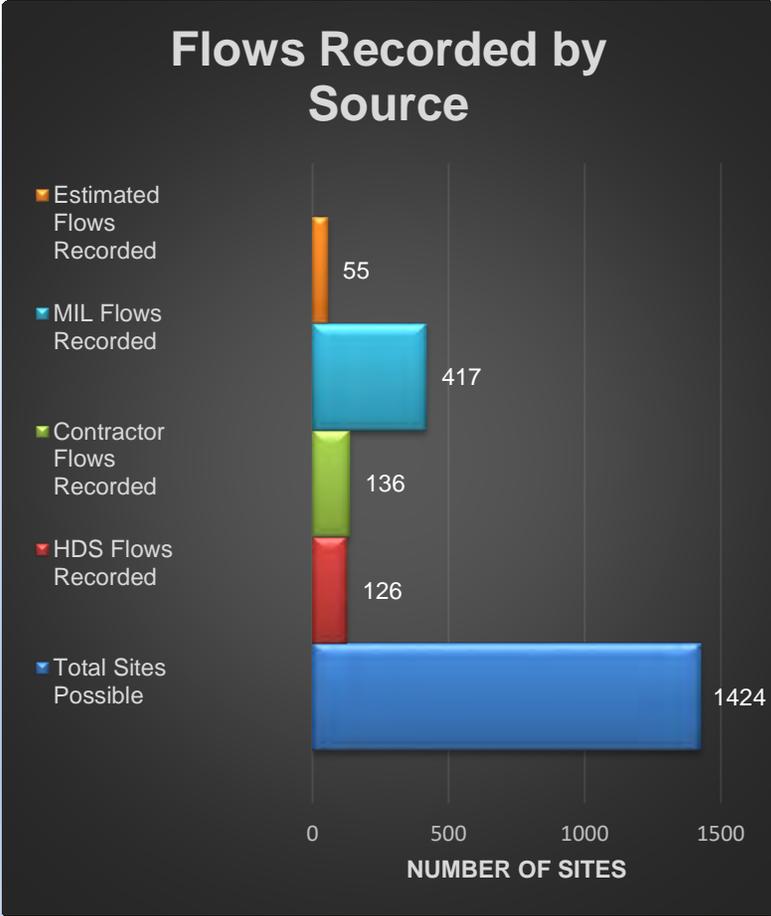
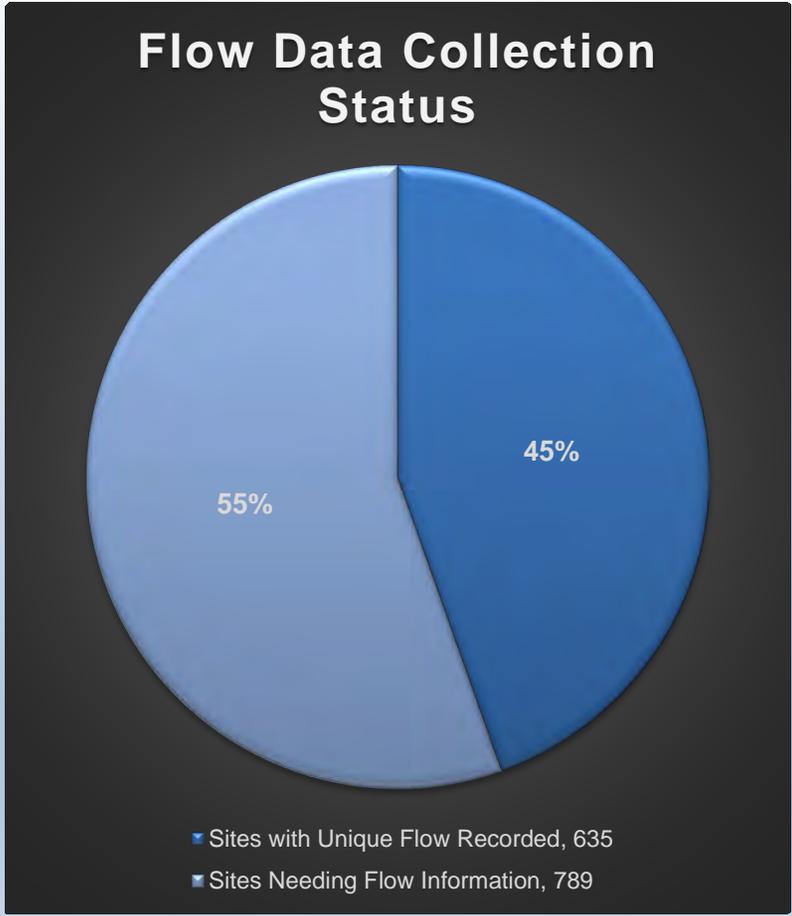


Figure 2. Status of flow data collection by source within the Districts' agricultural monitoring network as of August 17, 2022.

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, Water Resources

DATE: September 2, 2022

RE: Amendment to Contract 21/22-026 with Townsend Brothers Ag Enterprises, Inc.

**RECOMMENDATION**

Authorize the Executive Director to amend Contract 21/22-026 with Townsend Brothers Ag Enterprises, Inc. by \$12,000 to include additional agricultural cost-share best management practices for a contract amount not to exceed \$186,100.

**BACKGROUND**

The Suwannee River Water Management District (District) has provided agricultural cost-share funds along with the Florida Department of Agriculture and Consumer Services and the Florida Department of Environmental Protection as part of the Suwannee River Partnership to help agricultural producers implement best management practices. Best management practices help farmers conserve water and improve water quality in the District.

Townsend Brothers Ag Enterprises, Inc. has applied for agricultural cost-share under the District's Agricultural Cost-Share Program to implement soil moisture probes for use across 370 acres of peanuts in Suwannee County. The original contract was approved by the Executive Director on October 7, 2021 and contained 14 soil moisture probe purchases for an amount not to exceed \$28,000. The first amendment was approved by the Governing Board on January 11, 2022 and contained 14 soil-moisture probe second-year service agreements, 16 additional soil moisture probe purchases, 5,000 acres of precision grid sampling, and 10,000 acres of variable rate nutrient application. This project is located in the Suwannee River Basin Management Action Plan Area, Eastern Water Supply Planning Area, and Troy, Peacock, Lafayette Blue, Falmouth Priority Focus Area. An estimated potential water savings of approximately 0.0245 MGD may be obtained through this amendment.

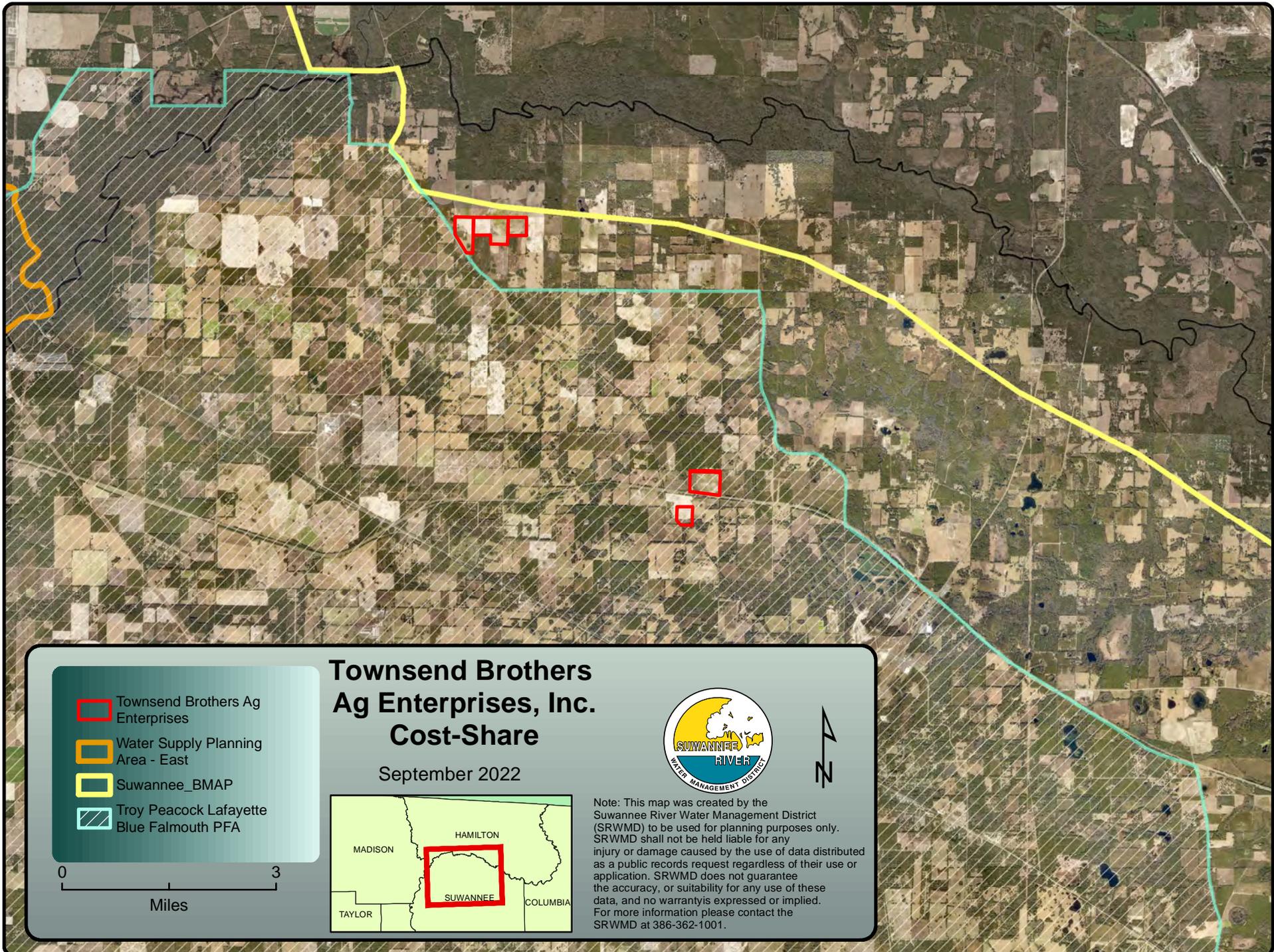
The total cost of this amendment is estimated at \$13,333.32. District cost-share will contribute no more than \$12,000 and the producer will contribute an estimated \$1,333.32 of the total project cost. The existing contract of \$174,100 will be amended to a new total contract amount of \$186,100. This proposal, when combined with previous awards, will not exceed the total maximum cost-share amount of \$300,000 over five years allowed under this program.

Exhibit A lists the cost share items and funding breakdown. Funding for this project is included in the Fiscal Year 2022-2023 (FY 2023) Tentative budget under account code 51-2586-2400-06-07 and is contingent upon approval of the FY 2023 final budget.

JBC/tm  
Attachment

**Exhibit A – Itemized List**

<b>Producer</b>	<b>Item</b>	<b>Maximum Cost-Share</b>	<b>Quantity</b>	<b>SRWMD Total</b>	<b>Producer Share</b>
Townsend Brothers Ag Enterprises, Inc.	Soil Moisture Probe Purchase	\$2,000	6	\$12,000	\$1,333.32
Amendment Totals:				\$12,000	\$1,333.32



-  Townsend Brothers Ag Enterprises
-  Water Supply Planning Area - East
-  Suwannee\_BMAP
-  Troy Peacock Lafayette Blue Falmouth PFA

0 3  
Miles

## Townsend Brothers Ag Enterprises, Inc. Cost-Share

September 2022



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.

## SUWANNEE RIVER WATER MANAGEMENT DISTRICT

### MEMORANDUM

TO: Governing Board

FROM: Sean King, Chief, Office of Minimum Flows and Minimum Water Levels

THRU: Amy Brown, Deputy Executive Director, Water Resources

DATE: August 31, 2022

RE: Contract with the University of Florida for an Evaluation of Thermal Refuge Habitat for Snook in Springs within the Suwannee River Basin

#### **RECOMMENDATION**

Authorize the Executive Director to approve a contract with the University of Florida Board of Trustees for an evaluation of thermal refuge habitat for snook in springs in the Suwannee River Basin to support minimum flows development for a two-year term for an amount not to exceed \$258,238.

#### **BACKGROUND**

This project will support the implementation of minimum flows and water levels (MFLs) for the priority springs in the Suwannee River Basin. Dr. Michael Allen is the Director of the University of Florida Institute of Food and Agricultural Sciences (UF/IFAS) Nature Coast Biological Station and oversees research efforts in coordination with the Florida Fish and Wildlife Conservation Commission (FWC) to evaluate the expansion of the common snook (*Centropomus undecimalis*) along the Nature Coast and in the Suwannee River.

The District began participating in this effort in Fiscal Year 2020-2021 to identify thermal refuge habitat utilized by snook in the Suwannee River Basin. Monitoring fish with acoustic tags has shown that the majority of tagged snook in this region migrate to the Suwannee River during winter and use Fanning and Manatee springs to provide warm water refuge during cold events. This project will continue to leverage existing tagging data and the corresponding acoustic receivers to track seasonal movement patterns of snook in springs in the Suwannee River.

Dr. Allen has provided a two-year work plan that will expand this effort to include monitoring additional springs in the Suwannee River Basin and conducting fine-scale tracking of fish movements and water temperatures around both Fanning and Manatee Springs. This information will be used to develop new MFL metrics and modeling approaches to protect aquatic species' habitats in priority springs in the Suwannee River Basin, which will address the water resource value for fish and wildlife habitats for MFL establishment as set forth in rule 62-40.473, F.A.C.

Funding for current and past snook monitoring has been shared between the District, UF/IFAS, FWC, and the monetary and in-kind contributions of private industry, including Innovasea Systems Inc., and Z-Man Fishing Products Inc.

Funding for this project is included in the Fiscal Year 2021-2022 Final Budget under code 20-2586-1-1102-18-00 and will be assigned a project code upon approval. Funding for this project is also included in the Fiscal Year 2022-2023 (FY 2023) Tentative Budget under codes 20-2586-1-1102-18 and 20-6930-1-1102-18 and is contingent upon approval of the FY 2023 Final Budget.

SK/pf

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Sean King, Chief, Office of Minimum Flows and Minimum Water Levels

THRU: Amy Brown, Deputy Executive Director, Water Resources

DATE: August 31, 2022

RE: Task Work Assignment 19/20-041.018 with Wood Environment & Infrastructure Solutions, Inc.

**RECOMMENDATION**

Authorize the Executive Director to approve Task Work Assignment 19/20-041.018 with Wood Environment & Infrastructure Solutions, Inc. to assist the District with developing minimum flows and water levels for priority springs along the Middle Suwannee River for an amount not to exceed \$79,585.

**BACKGROUND**

The District and Wood Environment & Infrastructure Solutions, Inc. (Wood) executed Task Work Assignment (TWA) 19/20-041.011 to update the draft minimum flows and water levels (MFLs) for the Middle Suwannee River and associated priority springs. This work is nearing completion.

Upon reviewing the updated MFL technical work, District staff determined that additional data collection and analysis will assist the District in establishing defensible MFLs for individual priority springs. The District requires the assistance of Wood to conduct field data collection, data analysis, technical report writing, and project coordination.

This work will focus on collecting field data needed to develop specific MFL metrics for priority springs that maintain key geomorphic features of spring channels such as bank height and channel width. The initial priority springs assessed will be the four Outstanding Florida Springs (OFS) along the Middle Suwannee River: Falmouth, Lafayette Blue, Troy, and Peacock springs. As-needed funding will be included to develop geomorphic MFLs for additional priority springs along the Middle Suwannee River based on the results for the four OFS and provide support for other tasks that may be needed to develop MFLs for these priority springs.

Funding for this project is included in the Fiscal Year (FY) 2021-2022 Final Budget under code 20-2 586-1-1102-18-00 and will be assigned the Middle Suwannee River MFL code 20-2-586-1-1102-02-00. Funding for this project is also included in the FY 2022-2023 (FY 2023) Tentative Budget under code 20-2586-1-1102-18-00 and is contingent upon approval of the FY 2023 Final Budget.

SK/pf

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board  
FROM: Susie Hetrick, Chief, Office of Water Resources  
THRU: Amy Brown, Deputy Executive Director, Water Resources  
DATE: August 31, 2022  
RE: Contract with Vieux & Associates, Inc., for Gage-Adjusted Radar Rainfall Data

**RECOMMENDATION**

Authorize the Executive Director to enter into a contract with Vieux & Associates, Inc., for a five-year term to purchase gage-adjusted radar rainfall data for a total amount not to exceed \$234,600.

**BACKGROUND**

The District has acquired gage-adjusted radar rainfall data since February 2001. This service provides radar-derived daily rainfall estimates on a two-kilometer by two-kilometer grid throughout the District. Precipitation data from this service is essential for the estimation of groundwater recharge, for use as inputs to hydrologic modeling efforts, the maintenance of District rainfall records, the development of accurate water budgets, and for the support of agricultural, regulatory, and District land management activities. This information is requested frequently by emergency managers, land managers, researchers, and agricultural agencies. The District also uses it to analyze rainfall extremes such as drought, floods, and hurricanes on a scale ranging from small watersheds to the entire District.

Since 2001, the St. Johns River (SJRWMD), South Florida, Southwest Florida, Northwest Florida, and Suwannee River Water Management Districts (WMDs) have cooperated in the issuance and evaluation of requests for proposals to provide these data, in order to have consistent rainfall data coverage over the state. The consistency in coverage means greater certainty in modeling across water management district boundaries. The services to be provided by the contractor include delivery in a grid consistent with local projection and existing District GIS tools and the application of documented and repeatable quality assurance methods.

District procedures allow for contractors to be selected based upon a competitive selection of another public entity, as long as they extend the same rates to the District. Staff proposes purchasing the services of the radar-rainfall data under the prices negotiated by the SJRWMD under their current five-year contract which will expire September 30, 2027. Anticipated yearly costs for this service over the term of the contract are:

Fiscal Year	Budget
2022-2023	\$46,920
2023-2024	\$46,920
2024-2025	\$46,920
2025-2026	\$46,920
2026-2027	\$46,920
<b>Total</b>	<b>\$234,600</b>

Funding for the first year of this contract is included in the Fiscal Year 2022-2023 (FY 2023) Tentative Budget under code 01-2586-2-1200-31-00 and is contingent upon approval of the FY 2023 Final Budget. Funding for future years of this contract is contingent upon approval of future budgets.

SH/pf