

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

**GoTo Webinar Link:** <https://attendee.gotowebinar.com/register/5934915711063561824>

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

Open to Public

October 10, 2023  
9:00 a.m.

District Headquarters  
Live Oak, Florida

1. Call to Order
2. Roll Call
3. Announcement of any Amendments to the Agenda by the Chair  
**Amendments Recommended by Staff:** None
4. Public Comment
5. Consideration of the following Items Collectively by Consent:
  - Agenda Item No. 6 - September 12, 2023 Governing Board Meeting, First Public Hearing on Fiscal Year 2023-2024 Millage and Budget Minutes, September 25, 2023 Workshop, Lands Committee Meeting, and Final Public Hearing on Fiscal Year 2023-2024 Millage and Budget Minutes
  - Agenda Item No. 10 - Long Pond Conservation Easement, Levy County
  - Agenda Item No. 11 - Rawson Conservation Easement, Lafayette County
  - Agenda Item No. 12 - Taylor Conservation Easement, Gilchrist County
  - Agenda Item No. 13 - Wright Utility Easement, Taylor County
  - Agenda Item No. 17 - August 2023 Financial Report
  - Agenda Item No. 20 - Renewal of Water Use Permit 2-007-216650-3, City of Starke, Bradford County
  - Agenda Item No. 21 - Renewal of Water Use Permit 2-121-216465-8, Southern Cross Dairy, Suwannee County
  - Agenda Item No. 26 - Prescribed Fire and Vegetation Management Services for Fiscal Year 2023-2024
  - Agenda Item No. 33 - Five-Year Water Resource Development Work Program Report
6. September 12, 2023 Governing Board Meeting, First Public Hearing on Fiscal Year 2023-2024 Millage and Budget Minutes, September 25, 2023 Workshop, Lands Committee Meeting, and Final Public Hearing on Fiscal Year 2023-2024 Millage and Budget Minutes. - **Recommend Consent**
7. Items of General Interest for Information/Cooperating Agencies and Organizations
  - A. Hydrologic Conditions Report
  - B. Cooperating Agencies and Organizations
  - C. Service Recognition – Kelly Landis (Five Years)

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**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. Long Pond Conservation Easement, Levy County – **Recommend Consent**
- BCS Page 12 11. Rawson Conservation Easement, Lafayette County – **Recommend Consent**
- BCS Page 22 12. Taylor Conservation Easement, Gilchrist County – **Recommend Consent**
- BCS Page 31 13. Wright Utility Easement, Taylor County – **Recommend Consent**
- BCS Page 34 14. Ellison Utility Easement, Dixie County
- BCS Page 36 15. Governing Board Directive 23-0003, Fraud Policy
- BCS Page 45 16. Governing Board Directive 23-0004, Whistle-Blower's Act

*Finance*

- BCS Page 58 17. August 2023 Financial Report – **Recommend Consent**

*Human Resources*

- BCS Page 63 18. Employee Health Care Insurance Coverages for Calendar Year 2024

*Resource Management*

- BCS Page 64 19. Permitting Summary Report
- BCS Page 67 20. Renewal of Water Use Permit 2-007-216650-3, City of Starke, Bradford County – **Recommend Consent**
- BCS Page 74 21. Renewal of Water Use Permit 2-121-216465-8, Southern Cross Dairy, Suwannee County – **Recommend Consent**
- BCS Page 82 22. Renewal of Water Use Permit 2-023-217754-4, City of Lake City, Columbia County

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

*Outreach and Operations*

- OPS Page 1 23. Outreach and Communications Activity Summary

24. Fiscal Year 2023-2024 Communications and Outreach Plan Presentation

Land Management

OPS Page 3 25. Land Management Update

OPS Page 6 26. Prescribed Fire and Vegetation Management Services for Fiscal Year 2023-2024 – **Recommended Consent**

Hydrologic Data Services

OPS Page 7 27. Agricultural Water Use Monitoring Report

**WATER RESOURCES**

**Amy Brown, Deputy Executive Director**

28. Water Resources Division Updates

Agriculture and Environmental Projects

WR Page 1 29. Agriculture and Environmental Projects Monthly Report

WR Page 2 30. Task Work Assignment for Contract 20/21-069.003 with WSP, Inc.

WR Page 3 31. Task Work Assignment for Contract 20/21-066.004 with AECOM, Inc.

Minimum Flows and Minimum Water Levels

WR Page 4 32. 2023 Priority List for Establishment of Minimum Flows and Minimum Water Levels

Water Supply

WR Page 12 33. Five-Year Water Resource Development Work Program Report – **Recommend Consent**

**EXECUTIVE OFFICE**

**Hugh Thomas, Executive Director**

34. Announcements

35. Governing Board Comments

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

November 14, 2023

9:00 a.m.

Board Meeting

Workshop and/or Committee Meetings

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

36. 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.

**AGENDA**  
**SUWANNEE RIVER WATER MANAGEMENT DISTRICT**  
**GOVERNING BOARD WORKSHOP**

October 10, 2023  
Following Board Meeting

District Headquarters  
Live Oak, Florida

- Investment Discussion
  
- Upper Suwannee Minimum Flows and Minimum Water Levels Discussion

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

**GoTo Webinar Link:** <https://attendee.gotowebinar.com/register/1360284333254296661>

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

Open to Public

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

September 12, 2023  
3:00 p.m.

District Headquarters  
Live Oak, Florida

Agenda Item No. 1 – Call to Order. The meeting was called to order at 3:00 p.m.

Agenda Item No 2 – Oath of Office for Board Members William Lloyd and Richard Schwab. Tom Reeves, District Legal Counsel, administer Oath of Office to reappointed Board Members William Lloyd and Richard Schwab.

Agenda Item No 3 – 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. 4 - Announcement of any Amendments to the Agenda by the Chair: None

Agenda Item No. 5 – Public Comment:

- Terri Rasmussen – Woodborough North Subdivision permit application concerns. Requested the permit on the Board agenda be tabled until October Board meeting.
- Greg Bailey, NFPS – Continued Board support for the counties effected by Hurricane Idalia.
- Paul Still, BSWC – Small streams and tributaries support following Hurricane Idalia and Edwards Bottomland project concerns.

Minutes of Governing Board Meeting and First Public Hearing on FY23/24 Millage and Budget  
September 12, 2023

Minutes of Lands Committee Meeting, Workshop, and Final Public Hearing on FY23/24 Millage and Budget  
September 25, 2023

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Agenda Item No. 6 - Consideration of the Following Items Collectively by Consent:

- Agenda Item No. 7 - August 8, 2023 Governing Board Meeting, Workshop, and Audit Committee Meeting Minutes
- Agenda Item No. 11 - Surplus Uninterruptible Power Supply System
- Agenda Item No. 13 - July 2023 Financial Report
- Agenda Item No. 14 - Inspector General Audit Report #23-03, Prior Internal Audit Findings
- Agenda Item No. 15 - Annual Report of District Inspector General Activities for the Fiscal Year 2022-2023
- Agenda Item No. 16 - Inspector General Three-Year Audit Plan for Fiscal Years 2024 to 2026 and Fiscal Year 2023-2024 Internal Audit Work Plan
- Agenda Item No. 17 - Renewal of Contract with Reliant CPAs, P.A. dba Powell and Jones, CPA
- Agenda Item No. 18 - Inspector General Internal Audit Activity Charter
- Agenda Item No. 20 - Modification of Water Use Permit 2-041-220506-4, Walker Farm, Gilchrist County
- Agenda Item No. 26 - Renewal of Contract with Florida Forest Service and Twin Rivers State Forest

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

Agenda Item No. 7 - August 8, 2023 Governing Board Meeting, Workshop, and Audit Committee Meeting Minutes. Approved on Consent.

Agenda Item No. 8 - Items of General Interest for Information/Cooperating Agencies and Organizations.

- A. Robbie McKinney, Chief, Office of Water Resources, gave a presentation of hydrologic conditions of the District.
- B. Cooperating Agencies and Organizations. Hugh Thomas recognized Hannah Love, Florida Department of Agriculture.

**GOVERNING BOARD LEGAL COUNSEL**

Agenda Item No. 9 – Legal Activities Update. None

**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 – Surplus Uninterruptible Power Supply System. Approved on Consent.

Agenda Item No. 12 – Property Liability Insurance Update. Steve Schroeder, Chief, Office of Administration, provided this update to the Board.

Finance

Agenda Item No. 13 – July 2023 Financial Report. Approved on Consent.

Minutes of Governing Board Meeting and First Public Hearing on FY23/24 Millage and Budget  
September 12, 2023

Minutes of Lands Committee Meeting, Workshop, and Final Public Hearing on FY23/24 Millage and Budget  
September 25, 2023

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Agenda Item No. 14 – Inspector General Audit Report #23-03, Prior Internal Audit Findings. Approved on Consent.

Agenda Item No. 15 – Annual Report of District Inspector General Activities for the Fiscal Year 2022-2023. Approved on Consent.

Agenda Item No. 16 – Inspector General Three-Year Audit Plan for Fiscal Years 2024 to 2026 and Fiscal Year 2023-2024 Internal Audit Work Plan. Approved on Consent.

Agenda Item No. 17 – Renewal of Contract with Reliant CPAs, P.A. dba Powell and Jones, CPA. Approved on Consent.

Agenda Item No. 18 – Inspector General Internal Audit Activity Charter. Approved on Consent.

### Resource Management

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

Agenda Item No. 20 – Modification of Water Use Permit 2-041-220506-4, Walker Farm, Gilchrist County. Approved on Consent.

Agenda Item No. 21 – Modification of Environmental Resource Permit ERP-023-211673-3, Turkey Creek (Woodborough North Subdivision), Columbia County. Warren Zwanka, Director, Resource Management Division, presented this item to the Board. Mr. Reeves discussed with the Board the addition of a special limiting condition added to the permit which states:

*The following permits have been previously issued for this site: permit numbers ERP-023-211673-1 (legacy no. ERP07-0081) and ERP-023-211673-2 (legacy no. ERP07-0081M), hereafter referred to collectively as the “Previous Permits.” This permit (ERP-023-211673-3) supersedes the Previous Permits with one exception that, until all construction authorized under this permit is completed (meaning the District has given written approval of all as-built certifications for all such construction), all persons and entities liable under the Previous Permits shall remain and be liable under the Previous Permits and ERP-023-211673-3; and may be required to complete the construction authorized under ERP-023-211673-3.*

Nancy Turner and Terri Rasmussen provided comments to the Board.

MOTION WAS MADE BY KEITH, SECONDED BY SCHWAB TO APPROVE THE ITEM WITH THE ADDITIONAL SPECIAL CONDITION ADDED TO THE PERMIT. MOTION CARRIED UNANIMOUSLY.

### **OUTREACH AND OPERATIONS**

#### Communications and Outreach

Agenda Item No. 22 – Outreach and Communications Activity Summary. This summary was provided as an informational item to the Board.

Minutes of Governing Board Meeting and First Public Hearing on FY23/24 Millage and Budget  
September 12, 2023

Minutes of Lands Committee Meeting, Workshop, and Final Public Hearing on FY23/24 Millage and Budget  
September 25, 2023

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Agenda Item No. 23 – 2024-2028 Strategic Plan. Katelyn Potter, Director, Outreach and Operations Division, presented this item to the Board.

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

Agenda Item No. 24 – Critical Wetlands Update. Mrs. Potter provided this update to the Board.

#### Land Management

Agenda Item No. 25 - Land Management Update. This update was provided as an informational item in the Board materials.

Agenda Item No. 26 – Renewal of Contract with Florida Forest Service and Funding Approval for Twin Rivers State Forest. Approved on Consent

#### Hydrologic Data Services

Agenda Item No. 27 – Agricultural Water Use Monitoring Report. This report was provided as an informational item in the Board materials.

### **WATER RESOURCES**

Agenda Item No. 28 – Water Resources Division Updates. Amy Brown, Deputy Executive Director, provided updates to the Board.

#### Agriculture and Environmental Projects

Agenda Item No. 29 – Governing Board Directive Number 23-0002, Agricultural Cost-Share Program. Leroy Marshall, Chief, Office of Agricultural and Environmental Projects, presented this item to the Board.

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

Agenda Item No. 30 – Contract 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 SCHWAB, SECONDED BY KEITH TO APPROVE THE ITEM. MOTION CARRIED UNANIMOUSLY.

Mr. Marshall updated the Board on Santa Fe Watershed FEMA Flood Maps.

### **EXECUTIVE OFFICE**

Agenda Item No. 31 - Announcements. Mr. Thomas updated the Board on District activities.

Agenda Item No. 32 - Governing Board Comments. None

Agenda Item No. 33 - Adjournment. Meeting adjourned at 5:04 p.m.

Minutes of Governing Board Meeting and First Public Hearing on FY23/24 Millage and Budget  
September 12, 2023

Minutes of Lands Committee Meeting, Workshop, and Final Public Hearing on FY23/24 Millage and Budget  
September 25, 2023

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Chair

ATTEST:

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**SUWANNEE RIVER WATER MANAGEMENT DISTRICT  
 MINUTES OF FIRST PUBLIC HEARING ON THE FISCAL YEAR 2023/2024 BUDGET**

**GoTo Webinar Link:** <https://attendee.gotowebinar.com/register/1360284333254296661>  
**Public Comment Form Link:** [www.MySuwanneeRiver.com/Comments](http://www.MySuwanneeRiver.com/Comments)  
 Open to Public

September 12, 2023  
 5:05 pm. District Headquarters  
 Live Oak, Florida

Agenda Item No. 1 – Call to Order and Roll Call. The meeting was called to order at 5:05 p.m.

**Governing Board**

| Seat                    | Name              | Office      | Present | Not Present |
|-------------------------|-------------------|-------------|---------|-------------|
| Aucilla Basin           | Vacant            |             | -       | -           |
| Coastal River Basin     | Richard Schwab    | Vice Chair  | X       |             |
| Lower Suwannee Basin    | Larry Thompson    |             | X       |             |
| Santa Fe & Wacc. Basins | 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            | Amy Brown     | X       |             |
| Deputy Executive Director            | Tim Alexander | X       |             |
| Executive Office & Board Coordinator | Robin Lamm    | X       |             |

Chair Johns opened the public hearing on the Tentative Millage Rate and Tentative Budget for Fiscal Year 2023-2024.

Agenda Item No. 2 - Fiscal Year 2023-2024 Tentative Millage Rate and Tentative Budget Presentation. Christina Green, Senior Budget and Fiscal Analyst, Office of Finance, provided this presentation to the Board.

Agenda Item No. 3 - Resolution Number 2023-04, Tentative Millage Rate for Fiscal Year 2023-2024 Budget. Mrs. Green presented this item to the Board

Chair Johns opened the public comments on the Tentative Millage for Fiscal Year 2023-2024. Mrs. Green noted the District received no inquiries regarding the Fiscal Year 2023-2024 Millage.

No public comments.

Minutes of Governing Board Meeting and First Public Hearing on FY23/24 Millage and Budget  
September 12, 2023

Minutes of Lands Committee Meeting, Workshop, and Final Public Hearing on FY23/24 Millage and Budget  
September 25, 2023

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Chair Johns closed public comments

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

Agenda Item No. 4 - Resolution Number 2023-05, Tentative Budget for Fiscal Year 2023-2024. Mrs. Green presented this item to the Board

Chair Johns opened the public comments on the Tentative Budget for Fiscal Year 2023-2024.

No public comments.

Chair Johns closed public comments.

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

Chair Johns closed the public hearing on the Tentative Millage and Tentative Budget for Fiscal Year 2023-2024.

Agenda Item No. 5 – Announcements. Monday, September 25, 2023, at 5:05 p.m. is the Final Public Hearing on Fiscal Year 2023-2024 Millage and Budget.

Agenda Item No. 6 – Adjournment. Meeting adjourned at 5:13 p.m.

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Chair

ATTEST:

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

**GoTo Webinar Link:** <https://attendee.gotowebinar.com/register/4915410043452330075>  
**Public Comment Form Link:** [www.MySuwanneeRiver.com/Comments](http://www.MySuwanneeRiver.com/Comments)  
 Open to Public

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

September 25, 2023  
 3:00 p.m.

District Headquarters  
 Live Oak, FL

1. Call to Order / Committee Roll Call. Meeting began at 3:01 p.m.

| <b>Committee Members</b>       | <b>Present</b> | <b>Not Present</b> |
|--------------------------------|----------------|--------------------|
| Richard Schwab - Chair         |                | X                  |
| Charles Keith                  | X              |                    |
| Larry Sessions                 |                | X                  |
| Harry Smith                    |                | X                  |
| Larry Thompson                 |                | X                  |
| Virginia Johns* – Acting Chair | X              |                    |
| William Lloyd* – Acting Member | X              |                    |

\*Mrs. Johns was acting Chair for the Lands Committee with the absence of Mr. Schwab. Mr. Lloyd also participated in the Lands Committee meeting.

2. Public Comment. None

**Conservation Easements**

3. Long Pond Conservation Easement, Levy County. Steve Schroeder, Chief, Office of Administration, presented this item to the Committee.

MOTION MADE BY KEITH, SECONDED BY LLOYD TO APPROVE THE RECOMMENDATION. MOTION CARRIED.

4. Rawson Conservation Easement, Lafayette County. Mr. Schroeder presented this item to the Committee.

MOTION MADE BY KEITH, SECONDED BY LLOYD TO APPROVE THE RECOMMENDATION. MOTION CARRIED.

5. Taylor Conservation Easement, Gilchrist County. Mr. Schroeder presented this item to the Committee.

MOTION MADE BY KEITH, SECONDED BY LLOYD TO APPROVE THE RECOMMENDATION. MOTION CARRIED.

**Utility Easements**

6. Wright Utility Easement, Taylor County. Mr. Schroeder presented this item to the Committee.

MOTION MADE BY KEITH, SECONDED BY LLOYD TO APPROVE RECOMMENDATION.  
MOTION CARRIED.

7. Ellison Utility Easement, Dixie County. Mr. Schroeder presented this item to the Committee.

MOTION MADE BY KEITH, SECONDED BY LLOYD TO MOVE TO FULL BOARD WHEN  
ADDITIONAL INFORMATION IS RECEIVED REGARDING COSTS. MOTION CARRIED.

8. Announcements: None

9. Adjournment. Meeting adjourned at 4:02 p.m.

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Chair

ATTEST:

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Minutes of Governing Board Meeting and First Public Hearing on FY23/24 Millage and Budget  
September 12, 2023  
Minutes of Lands Committee Meeting, Workshop, and Final Public Hearing on FY23/24 Millage and Budget  
September 25, 2023  
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**SUWANNEE RIVER WATER MANAGEMENT DISTRICT MINUTES OF  
GOVERNING BOARD WORKSHOP**

**GoTo Webinar Link:** <https://attendee.gotowebinar.com/register/6566203610090281824>

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

Open to Public

September 25, 2023  
Following Lands Committee

District Headquarters  
Live Oak, Florida

Workshop began at 4:15 p.m.

Santa Fe River Investigative Projects Development

Leroy Marshall, Chief, Office of Agriculture and Environmental Projects, provided a powerpoint presentation on the Santa Fe River investigative projects development within the District.

Meeting adjourned at 4:59 p.m.

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT  
 MINUTES OF FINAL PUBLIC HEARING ON THE FISCAL YEAR 2023/2024 BUDGET**

**GoTo Webinar Link:** <https://attendee.gotowebinar.com/register/6566203610090281824>  
**Public Comment Form Link:** [www.MySuwanneeRiver.com/Comments](http://www.MySuwanneeRiver.com/Comments)  
 Open to Public

September 25, 2023  
 5:05 pm. District Headquarters  
 Live Oak, Florida

Agenda Item No. 1 – Call to Order and Roll Call. The meeting was called to order at 5:05 p.m.

**Governing Board**

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

**Governing Board Legal Counsel**

| <b>Name</b>      | <b>Firm</b>                               | <b>Present</b> | <b>Not Present</b> |
|------------------|-------------------------------------------|----------------|--------------------|
| George T. Reeves | Davis, Schnitker, Reeves & Browning, P.A. | X              |                    |

**Leadership Team**

| <b>Position</b>                      | <b>Name</b>   | <b>Present</b> | <b>Not Present</b> |
|--------------------------------------|---------------|----------------|--------------------|
| Executive Director                   | Hugh Thomas   | X              |                    |
| Deputy Executive Director            | Amy Brown     | X              |                    |
| Deputy Executive Director            | Tim Alexander | X              |                    |
| Executive Office & Board Coordinator | Robin Lamm    | X              |                    |

Chair Johns opened the public hearing on the Final Millage Rate and Final Budget for Fiscal Year 2023-2024.

Agenda Item No. 2 - Fiscal Year 2023-2024 Final Millage Rate and Final Budget Presentation.  
 Christina Green, Senior Budget and Fiscal Analyst, Office of Finance, provided this presentation to the Board.

Agenda Item No. 3 - Resolution Number 2023-06, Final Millage Rate for Fiscal Year 2023-2024 Budget. Mrs. Green presented this item to the Board

Chair Johns opened the public comments on the Final Millage for Fiscal Year 2023-2024.

Mrs. Green noted the District received no inquiries regarding the Fiscal Year 2023-2024 Millage.

No public comments.

Chair Johns closed public comments

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

Agenda Item No. 4 - Resolution Number 2023-07, Final Budget for Fiscal Year 2023-2024. Mrs. Green presented this item to the Board

Chair Johns opened the public comments on the Final Budget for Fiscal Year 2023-2024.

No public comments.

Chair Johns closed public comments

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

Chair Johns closed the public hearing on the Final Millage and Final Budget for Fiscal Year 2023-2024.

Agenda Item No. 5 – Adjournment. Meeting adjourned at 5:11 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 29, 2023  
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                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| Approved for Detailed Assessment     |                        |         |           |                |                            |                       |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                     |
| Owner                                | Project Name           | Acres   | County    | Submittal Date | Asking Price               | Acquisition Type      | Comments                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| 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. Appraisal received. Offer being extended to offeror. On March 2023 Board for action. Approved by GB March 2023 meeting. Contract being drafted. Resolution on April 2023 GB Agenda. Resolution approved. In closing pending termination of timber lease. Owner is having an OGM (Mineral Rights) title search completed. Final closing anticipated October 6.                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |
| 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. Closing date pending - likely March 2023. Closing scheduled to be completed April 3, 2023. Closing complete. Closing delayed due to one owner being out of the Country. Awaiting final documentation for 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. Staff met with County representatives 9.13.22 - MOA should be completed by 10.1.22. Still awaiting MOA from County. District has assumed responsibility for MOA anticipate completion by April 2023. Staff is meeting with County on May 18, 2023 to discuss. Awaiting comments from County legal counsel on MOA.                    |
| 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. Sellers title agent completing title search. Closing to occur before 9.30.22. Closing delayed due to Sellers not providing all required information to closing agent. Awaiting legal documentation of authority to sell from Offerors. Anticipate closing prior to 10.31.22 Status remains unchanged 11.14.22. Closing anticipated to occur in March. Closing still pending. Title documentaiton received. Awaiting clarification of 3 items before proceeding to closing. Final documents are being prepared, including affidavits from owners regarding unrecorded leases and easement extinguishment among current joint owners. Closing anticipated before October 1. |
| Bierman                              | Luken's tract exchange | 1 acre  | Levy      | 8.2021         | Exchange                   | Fee for Fee           | 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. Contract pending final review and signature. Contract signed. Legal description complete. Resolution on May 2023 GB. Resolution approved. Closing pending.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
| Waldo Tree Farm, LLC                 | Waldo Tree Farm        | 38 +/-  | Alachua   | 5.10.22        | TBD based on appraisal     | Fee                   | 8.9.22 LC authorized 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 LC when available for further approval and recommendations to the Governing Board. Quotes pending for appraisal. Appraisal pending. Anticipated completion in February 2023. Appraisal received. Proposed acquisition price being submitted to LC March 2023. LC approved acquisition price at March 2023 meeting. On April 2023 GB Agenda. Contract being prepared. ESA Phase 1 being ordered. Phase 1 report anticipated in late August.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Hodges                               | Hodges                 | 753 +/- | Levy      | 3.2023         | TBD based on appraisal     | Conservation Easement | 5.9.23 Staff recommendation approved by LC. On June 2023 Governing Board agenda. Discussion of terms of CE in process.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| Tanner Springs (Dixon)               | Dixon                  | 40 +/-  | Hamilton  | 1.2023         | TBD based on appraisal     | Conservation Easement | 5.9.23 Staff recommendation approved by LC. On June 2023 Governing Board agenda. Discussion of terms of CE in process.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |

LAND AND DISPOSITION ACTIVITY REPORT  
SURPLUS

**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 29, 2023  
RE: Long Pond Conservation Easement, Levy County

**RECOMMENDATION**

Approve the Lands Committee recommendation for staff to enter into a detailed assessment and negotiations for the acquisition of a conservation easement on a 957 acre +/- parcel of real property located in Levy County.

**BACKGROUND**

In June 2023, the District received an offer from Williams Family Investments, LLC to sell a conservation easement over a 677 acre +/- parcel of real property located in Levy County. The offer was expanded, increasing the area to 957 acres +/- . This increase was suggested by staff to increase the potential value of the property as a project location.

The property is not adjacent to any properties currently owned by the District. The property is entirely within the Fanning Springs Springshed and 729 acres +/- are within the 100-year floodplain. The property is also within the Western Water Supply Planning Area, within the Fanning Manatee Priority Focus Area, and within the Suwannee Basin Management Action Plan Area. The property is included in the District's Florida Forever Workplan. While the property has no riverine surface water, it does contain many acres of wetlands. The property was previously submitted as a springs grant project in 2018, but was not funded. It was proposed again in 2019 but the previous owner withdrew the offer prior to the funding decision being made.

A conservation easement will provide protection to the floodplain and floodway, preventing development of the property while protecting the natural features located on the property. The property has high value as a project area, including potential aquifer recharge.

Staff request approval to proceed with negotiating the terms and conditions of the conservation easement, obtain an appraisal, and submit the final agreed upon acquisition price recommendation directly to the Governing Board. A Phase 1, Environmental Site Assessment of the property would be conducted prior to closing the transaction.

The Lands Committee unanimously approved the staff recommendation at its regular meeting on September 25, 2023.

Copies of the offer, District triage, and triage summary maps are attached.

SCS/tm  
File #18-002  
Attachments

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

9225 CR 49, Live Oak, FL 32060  
(386)362.1001

E-Mail: acquisitions@srwmd.org

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

**Applicant Information**  
Name: Julie Morris  
Address: 35200 Clay Gully Rd City: Myakka City State FL Zip: 34251  
Phone: 941-234-7201 E-Mail jmorris@floridaconserve.org  
Applicant Signature: Julie Morris Date 27 June 2023

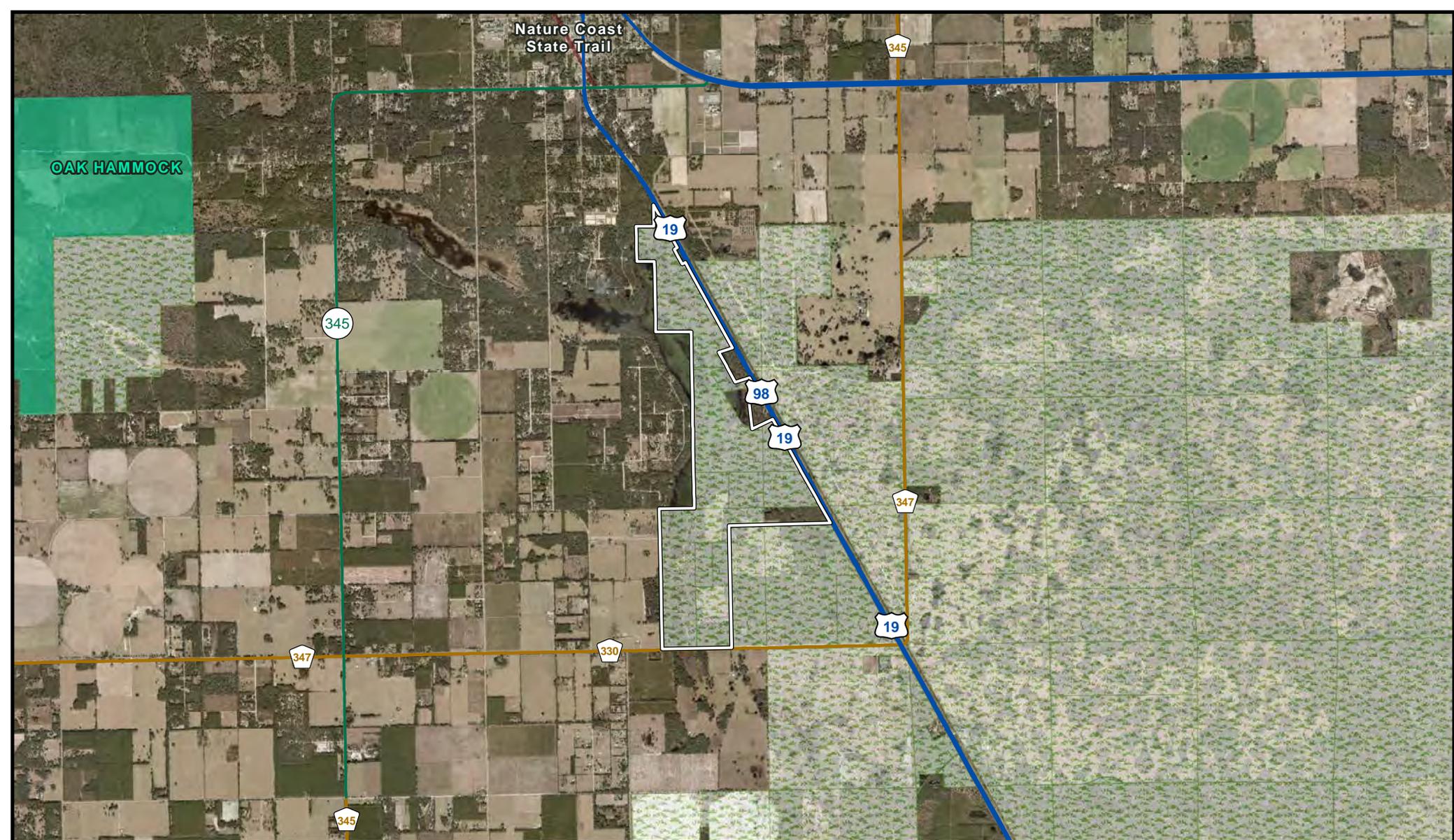
**Owner of Record** (Owner is Applicant yes  no )  
Name: Williams Family Investments, LLC  
Address: 2565 SW 87th Dr, STE 10 City: Gainesville State FL Zip: 32608  
Phone: \_\_\_\_\_ E-Mail \_\_\_\_\_  
Owner's Authorization: This is to advise the individual named above as applicant is the Authorized Representative of the owner(s) of the property described below. This authorization is for any communication and negotiations concerning conveyance of the property to the Suwannee River Water Management District.  
Owner Signature: [Signature] Date: 6/27/23  
Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Property/Project Information**  
Asking Price (Fee): \_\_\_\_\_ (Conservation Easement) : Appraised value \_\_\_\_\_  
General Location (address, intersection, etc.) \_\_\_\_\_  
Acreage: 877.2 ac County: Levy  
Tax Parcel Number(s): See Attached  
Legal Description: \_\_\_\_\_  
Improvements: None  
In addition, please provide an aerial, survey, or map identifying property boundaries and a copy of the Deed.

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

**Agreements** (Identify any existing purchase agreement, option contract, listing agreement, or any other arrangement or agreement.)  
\_\_\_\_\_  
\_\_\_\_\_  
**Other Pertinent Information** (Please provide any other information that may be helpful in evaluating the request.)  
See attached information from SRWMD  
\_\_\_\_\_  
\_\_\_\_\_



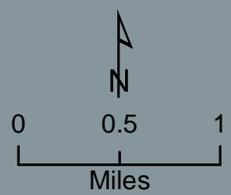


Nature Coast State Trail

OAK HAMMOCK

**Long Pond  
± 947 Ac  
Levy County**

-  Property Boundary
-  CWIA Coverage Area
-  SRWMD Ownership/CE
-  Other Public Ownership

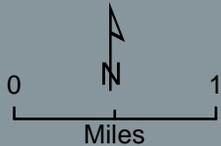
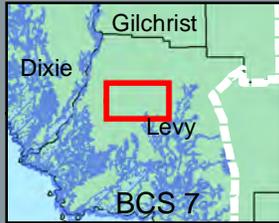


Note: This map was created by the Suwannee River Water Management District (SRWMD) to be used for planning purposes only. SRWMD shall not be held liable for any injury or damage caused by the use of data distributed as a public records request regardless of their use or application. SRWMD does not guarantee the accuracy, or suitability for any use of these data, and no warranty is expressed or implied. For more information please contact the SRWMD at 386-362-1001. Map Created 8/15/2023



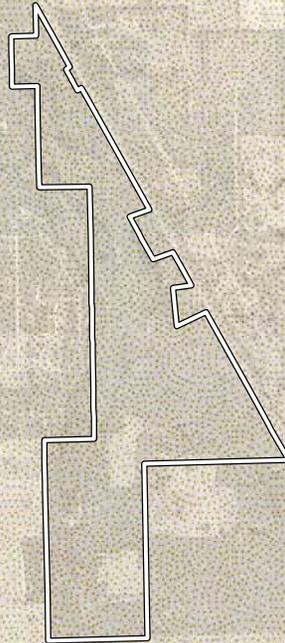
## Long Pond Property Offer Surface Water Protection

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



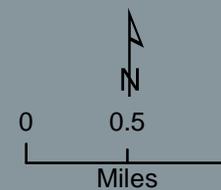
Note: This map was created by the Suwannee River Water Management District (SRWMD) to be used for planning purposes only. SRWMD shall not be held liable for any injury or damage caused by the use of data distributed as a public records request regardless of their use or application. SRWMD does not guarantee the accuracy, or suitability for any use of these data, and no warranty is expressed or implied. For more information please contact the SRWMD at 386-362-1001. Map Created 8/15/2023

Fanning  
Manatee  
Springshed

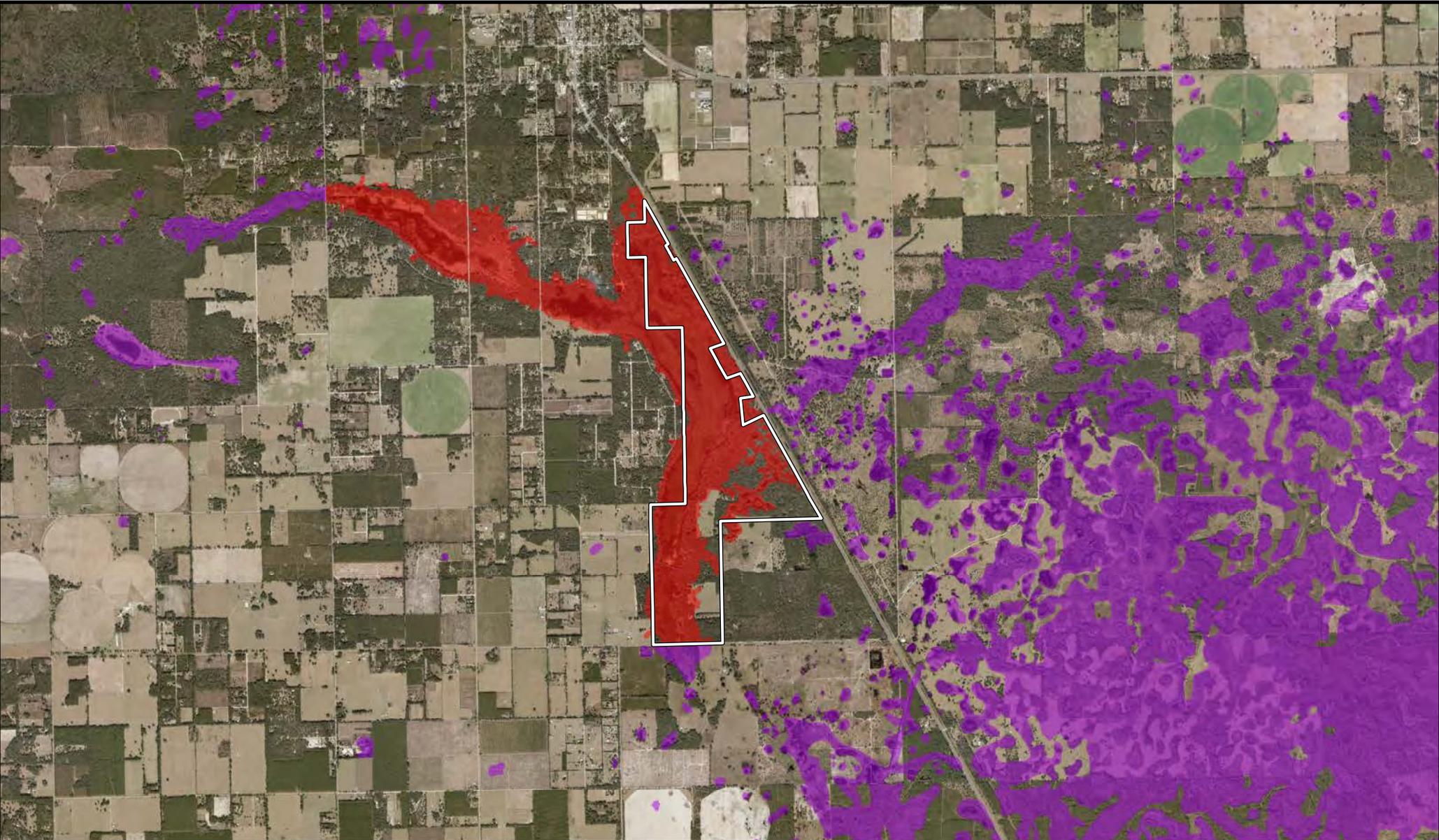


### Long Pond Property Offer Springs Protection

-  Property Boundary
-  Springs Protection

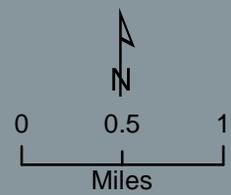
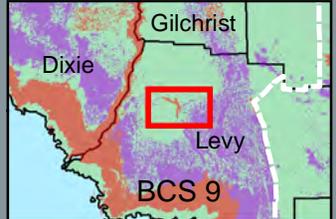


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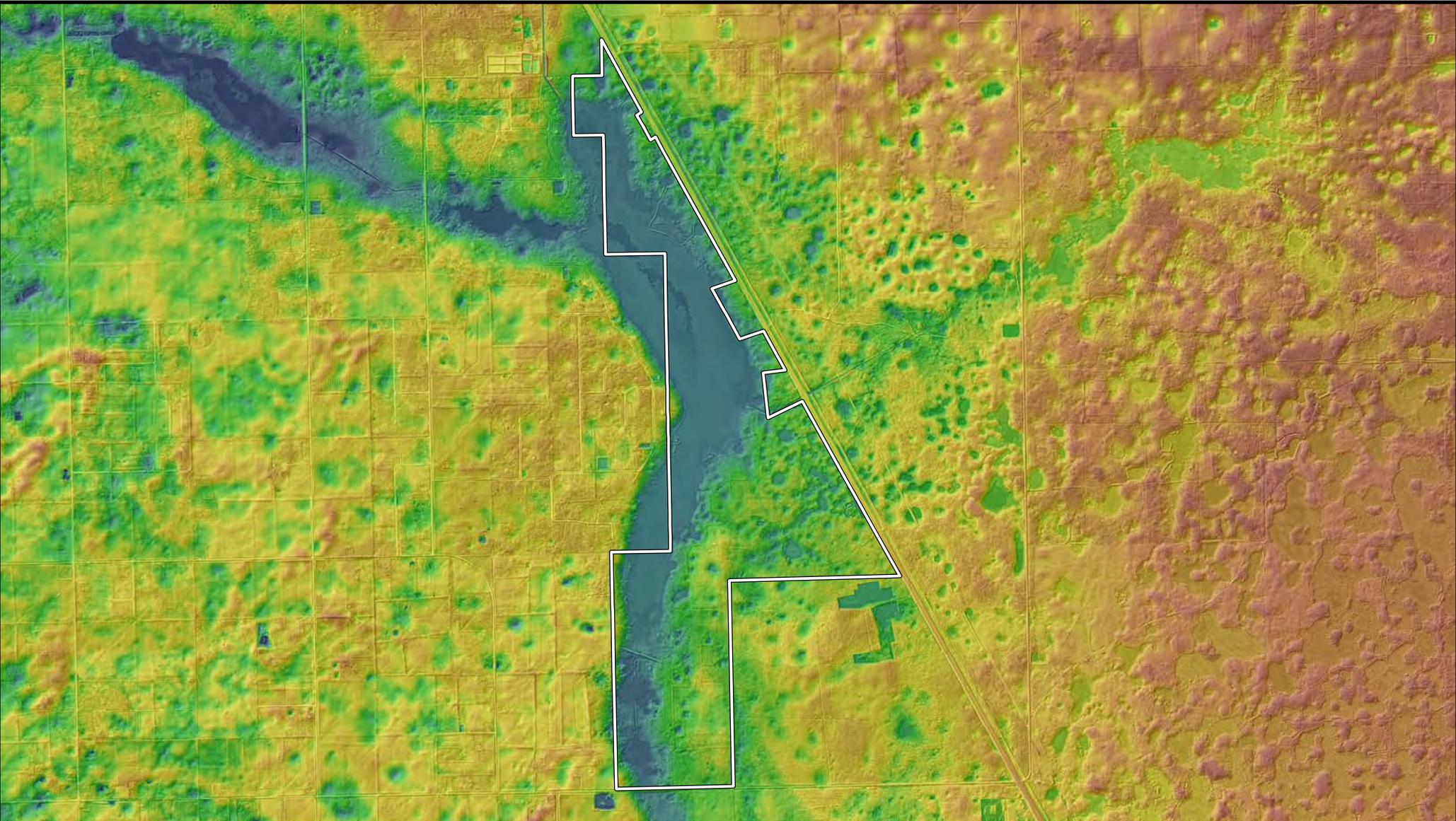


## Long Pond Property Offer Floodplain Protection

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



Note: This map was created by the Suwannee River Water Management District (SRWMD) to be used for planning purposes only. SRWMD shall not be held liable for any injury or damage caused by the use of data distributed as a public records request regardless of their use or application. SRWMD does not guarantee the accuracy, or suitability for any use of these data, and no warranty is expressed or implied. For more information please contact the SRWMD at 386-362-1001. Map Created 8/15/2023



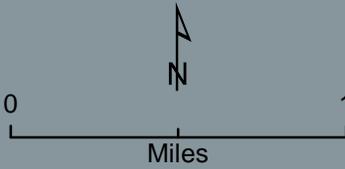
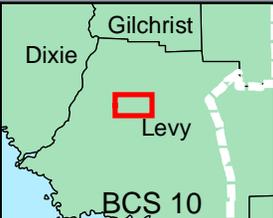
### Long Pond Property Offer LIDAR

 Property Boundary

Bare Earth Elevation

 High : 45

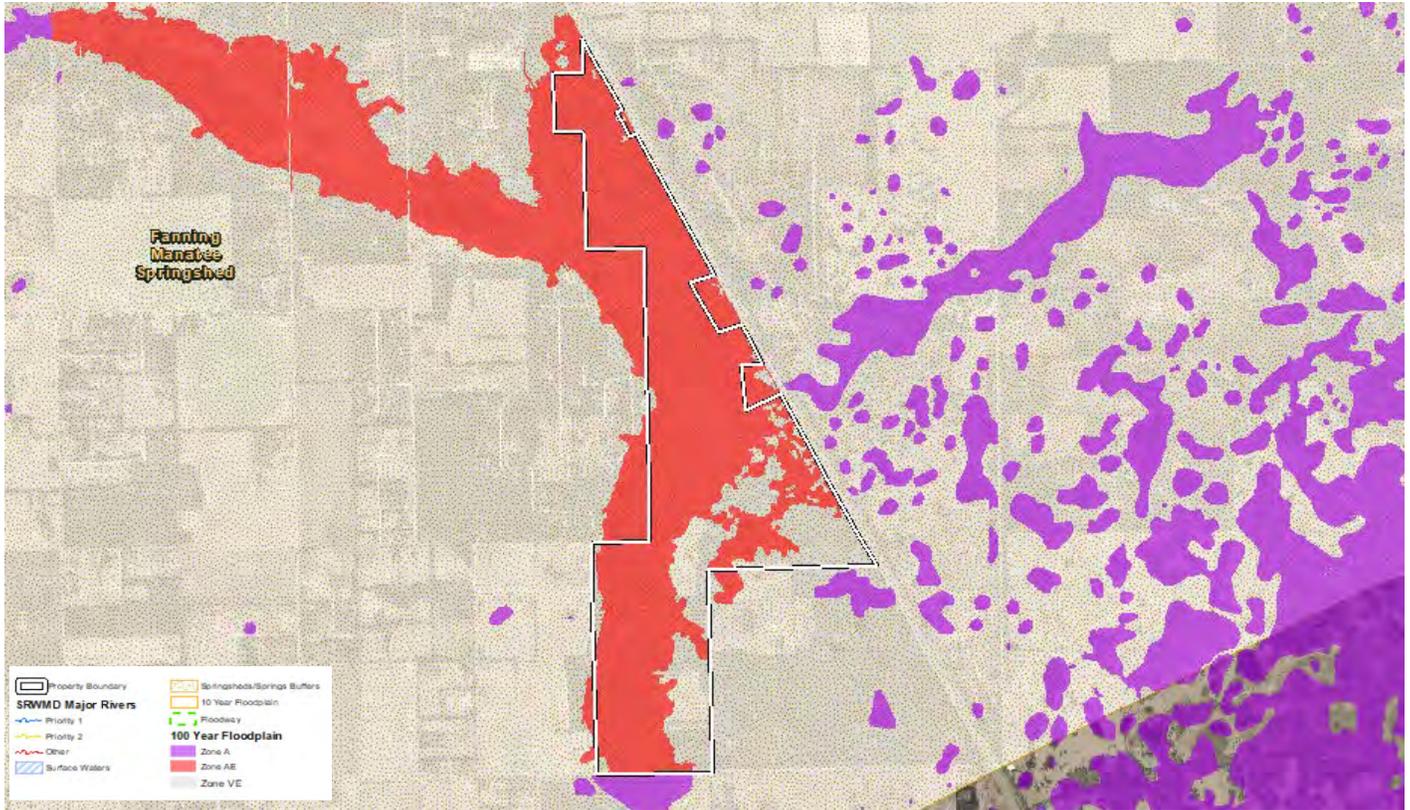
 Low : 15



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# SUWANNEE TRIAGE ANALYSIS RESULTS



|                                         |                               |
|-----------------------------------------|-------------------------------|
| Property Name: Long Pond                | Date: 07/13/23                |
| Acreage: ± 947                          | County: Levy                  |
| Transaction Type: Conservation Easement | SRWMD Florida Forever: Yes    |
|                                         | Statewide Florida Forever: No |

|                                              |                                     |
|----------------------------------------------|-------------------------------------|
| Surface Water Protection                     | Flood Protection                    |
| Major River: (N)                             | Floodway: (N)                       |
| Riverine Surface Waters: (N)                 | 10 Year Floodplain: (N/A)           |
|                                              | 100 Year Floodplain: (Y) [± 729 ac] |
| Springs Protection                           | Miscellaneous                       |
| Springshed: (Y) [Fanning Manatee Springshed] | PFA: (Y) [Fanning Manatee]          |
|                                              | WSPA: (Y) [Western]                 |
|                                              | BMAP: (Y) [Suwannee]                |

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 29, 2023  
RE: Rawson Conservation Easement, Lafayette County

**RECOMMENDATION**

Approve the Lands Committee recommendation for staff to enter into a detailed assessment and negotiations for the acquisition of a conservation easement on a 140 acre +/- parcel of real property located in Lafayette County.

**BACKGROUND**

In May 2023, the District received an offer from Marshall Clayton Rawson, to sell a conservation easement over a 140 acre +/- parcel of real property located in Lafayette County.

The property is not adjacent to any properties currently owned by the District and is located on the Suwannee River with approximately ¼ mile of river frontage. The property is entirely within the Troy, Peacock, Lafayette Blue, Falmouth Springshed, 64 acres +/- are within the floodway, 76 acres +/- are within the 10-year floodplain, and 130.6 acres +/- are within the 100-year floodplain. The property is also within the Western Water Supply Planning Area, within a Priority Focus Area, and in the Suwannee Basin Management Action Plan Area. The property is within the District's Florida Forever Workplan. A site visit revealed the existence of a sink or karst feature that is likely a drain into the Suwannee River. The owner intends to use the property for silviculture and other horticulture; however, the nature of the property presents a potential development threat.

A conservation easement will provide protection to the floodplain and floodway, preventing development of the property. Additionally, a conservation easement would protect the natural features located on the property.

Staff request approval to proceed with the negotiation of terms and conditions of the conservation easement, obtain an appraisal, and submit the final agreed acquisition price recommendation directly to the Governing Board. A Phase 1, Environmental Site Assessment of the property would be conducted prior to closing the transaction.

The Lands Committee unanimously approved the staff recommendation at its regular meeting on September 25, 2023.

Copies of the offer, District triage, and triage summary maps are attached.

SCS/tm  
File #2023-006  
Attachments

## Schroeder, Stephen

---

**From:** Marshall Clayton Rawson <marshallclaytonr@yahoo.com>  
**Sent:** Friday, June 2, 2023 12:10 PM  
**To:** Schroeder, Stephen  
**Subject:** Re: Property Offer Form  
**Attachments:** Property-Offer-Form.pdf

**CAUTION:** This email originated from outside of the District. Do not click links or open attachments unless you recognize and have verified the sender and know the content is safe.

# SUWANNEE RIVER WATER MANAGEMENT DISTRICT PROPERTY OFFER APPLICATION

225 CR 49, Live Oak, FL 32060  
861362.1001  
E-Mail: acquisitions@srwmd.org

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

**Applicant Information**

Name: MARSHALL CLAYTON RAWSON  
 Address: 10528 US Highway 301 City: Hampton State FL Zip: 32  
 Phone: 352-514-8568 E-Mail marshall.clayton.r@yah  
 Applicant Signature: [Signature] Date 6/2/2012

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

Name: MARSHALL CLAYTON RAWSON  
 Address: 10528 US Hwy 301 City: Hampton State FL Zip: 32  
 Phone: 352-514-8568 E-Mail marshall.clayton.r@yah

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

Owner Signature: [Signature] Date: 6/2/12  
 Owner Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Property/Project Information**

Asking Price (Fee): \_\_\_\_\_ (Conservation Easement): \$ 300,000.00  
 General Location (address, intersection, etc.) NE CR 354  
 Acreage: 140.00 County: Lafayette  
 Tax Parcel Number(s): 30041200000000000500 & 3104200000

Legal Description:  
LEG 0068.40 ACRES THE E. 1/4 OF W. 2700 FT OF 3004-12  
LYING S. OF SUWANNEE RIVER. SUBJECT TO EASEMENT AT 2011  
LEG 0076.78 ACRES THE E. 1/4 OF W. 2700 FT OF 3104-200000  
 Improvements: I am under contract to replant 20 acres in  
long leaf pine.

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

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

Parcel 30041200000000000500 is subject to an old  
agriculture lease/ingress easement which has most  
likely expired and expires approx. \$30,000 for both parcels.

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

None.

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

I will commit to using the proceeds that I receive for  
this conservation easement to purchase adjacent land  
for the purpose of placing additional conservation eas

On Tuesday, May 30, 2023 at 10:30:14 AM EDT, Schroeder, Stephen <stephen.schroeder@srwmd.org> wrote:

Please find attached the property offer form for the property in Lafayette County. Please return the completed for to this e-mail address. Once received, I will send you a more detailed description of our process.

Thanks

Steve

Stephen Schroeder

Office of Administration Chief

Suwannee River Water Management District

9225 CR 49, Live Oak, FL 32060

386.362.1001

386.362.1056 (fax)

386.362.0445 (direct)

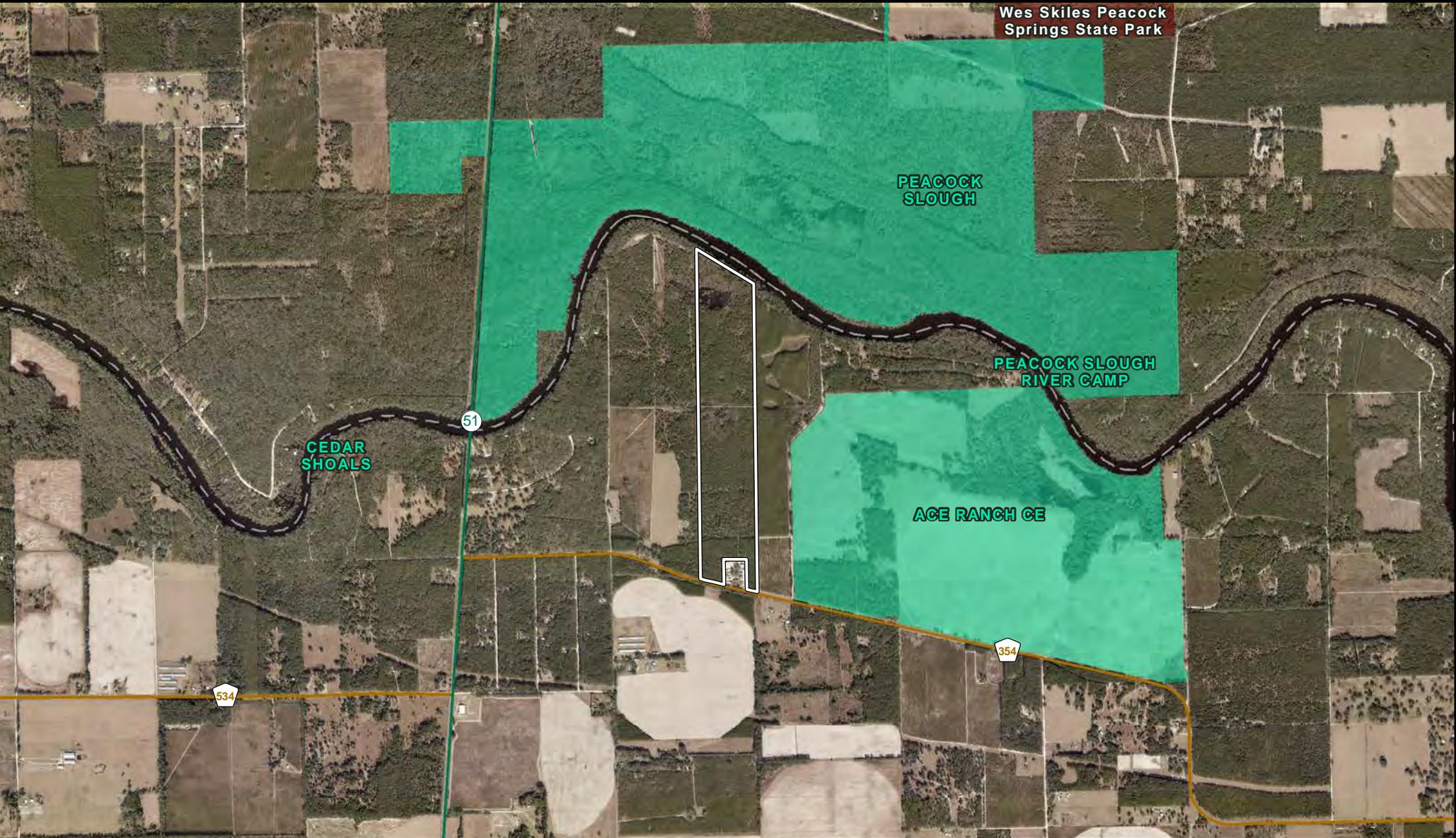
[Stephen.Schroeder@srwmd.org](mailto:Stephen.Schroeder@srwmd.org)

[www.mysuwanneeriver.com](http://www.mysuwanneeriver.com)

Individuals lobbying the District must be registered as lobbyists (Section 112.3261, Florida Statutes).

**Under Florida law, email addresses are public records. If you do not want your email address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing.**





CEDAR SHOALS

PEACOCK SLOUGH

PEACOCK SLOUGH RIVER CAMP

ACE RANCH CE

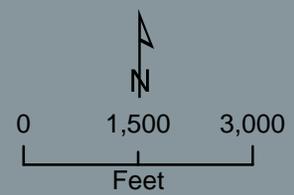
51

534

354

### Rawson CE ± 140 Ac Lafayette County

-  Property Boundary
-  SRWMD Ownership/CE
-  Other Public Ownership



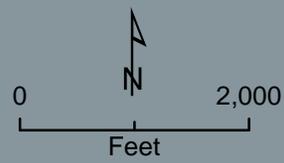
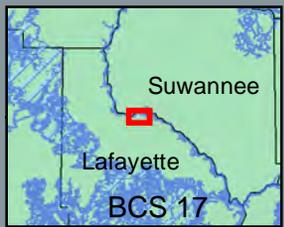
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Suwannee River

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

### Rawson CE Property Offer Surface Water Protection

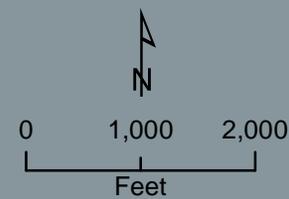
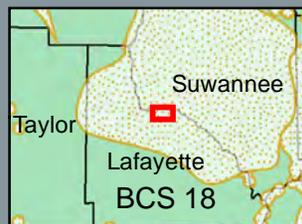


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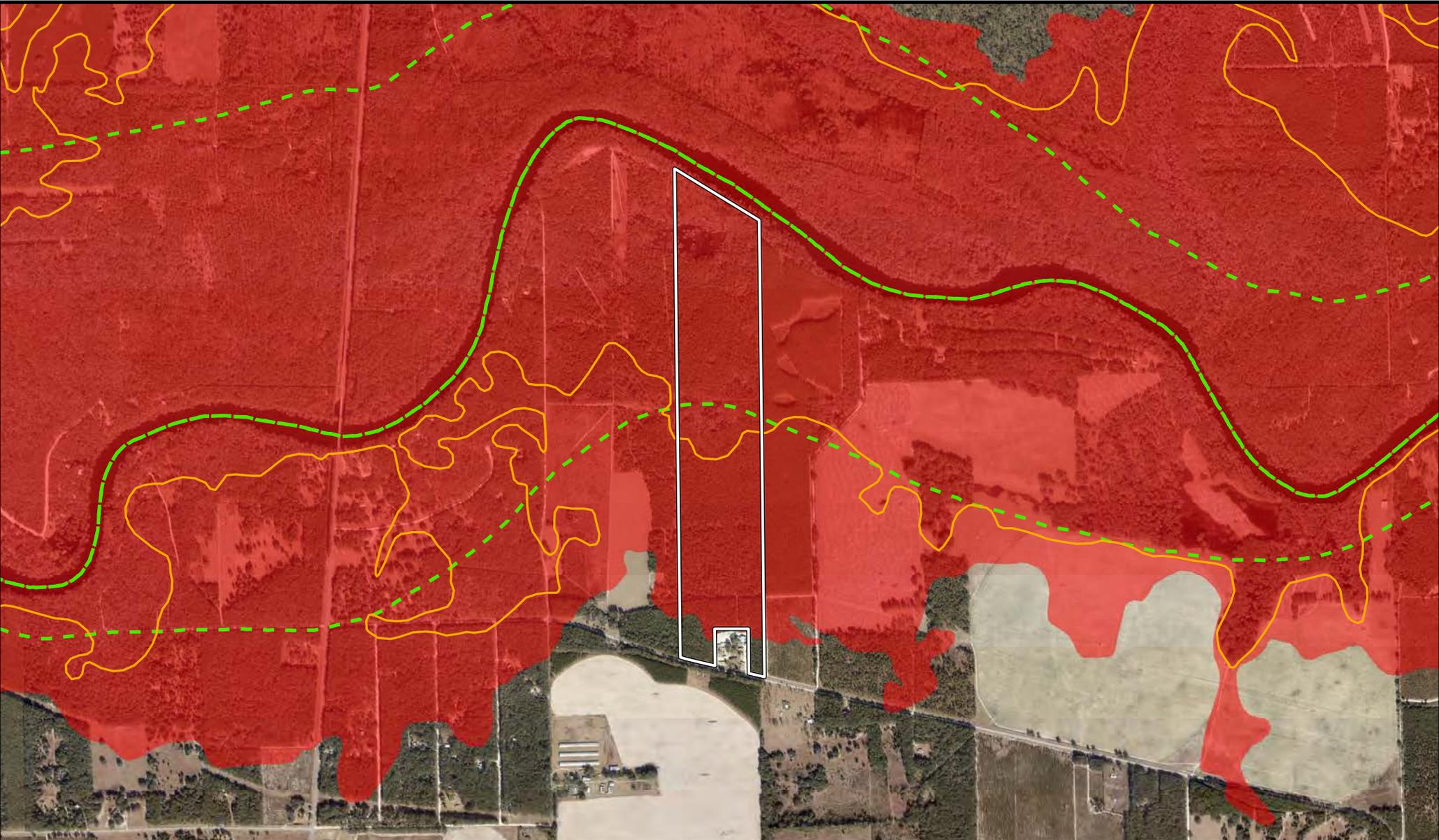
Troy  
Peacock  
Lafayette Blue  
Falmouth  
Springshed

### Rawson CE Property Offer Springs Protection

-  Property Boundary
-  Springs Protection

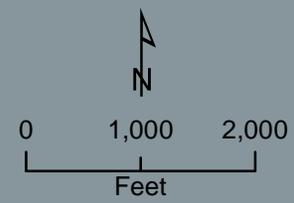
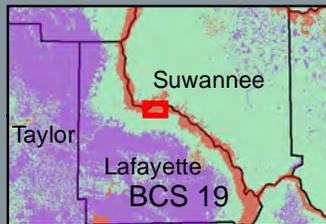


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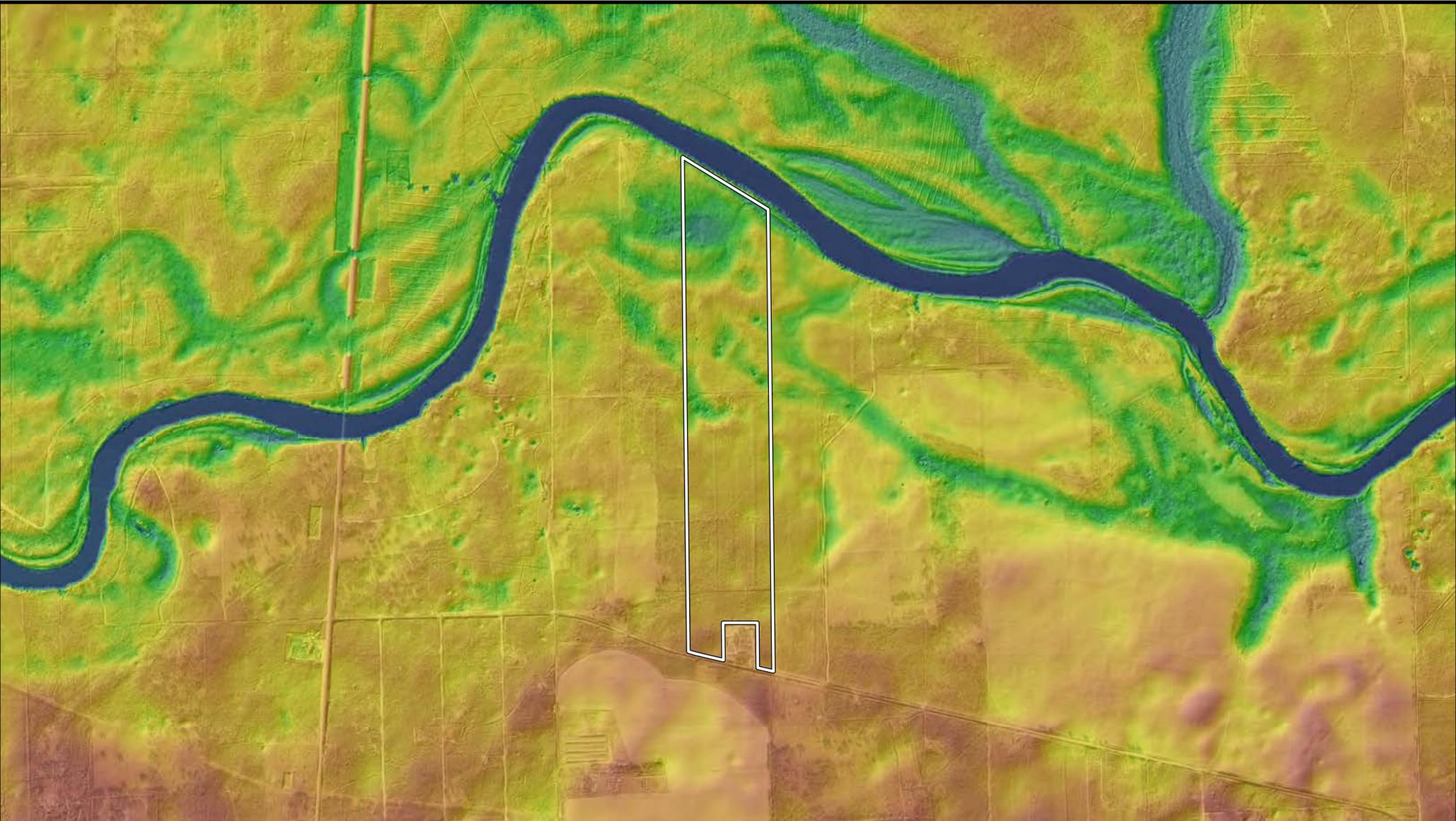


## Rawson CE Property Offer Floodplain Protection

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



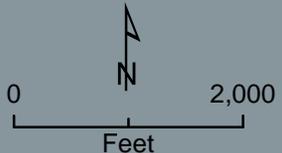
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### Rawson CE Property Offer LIDAR



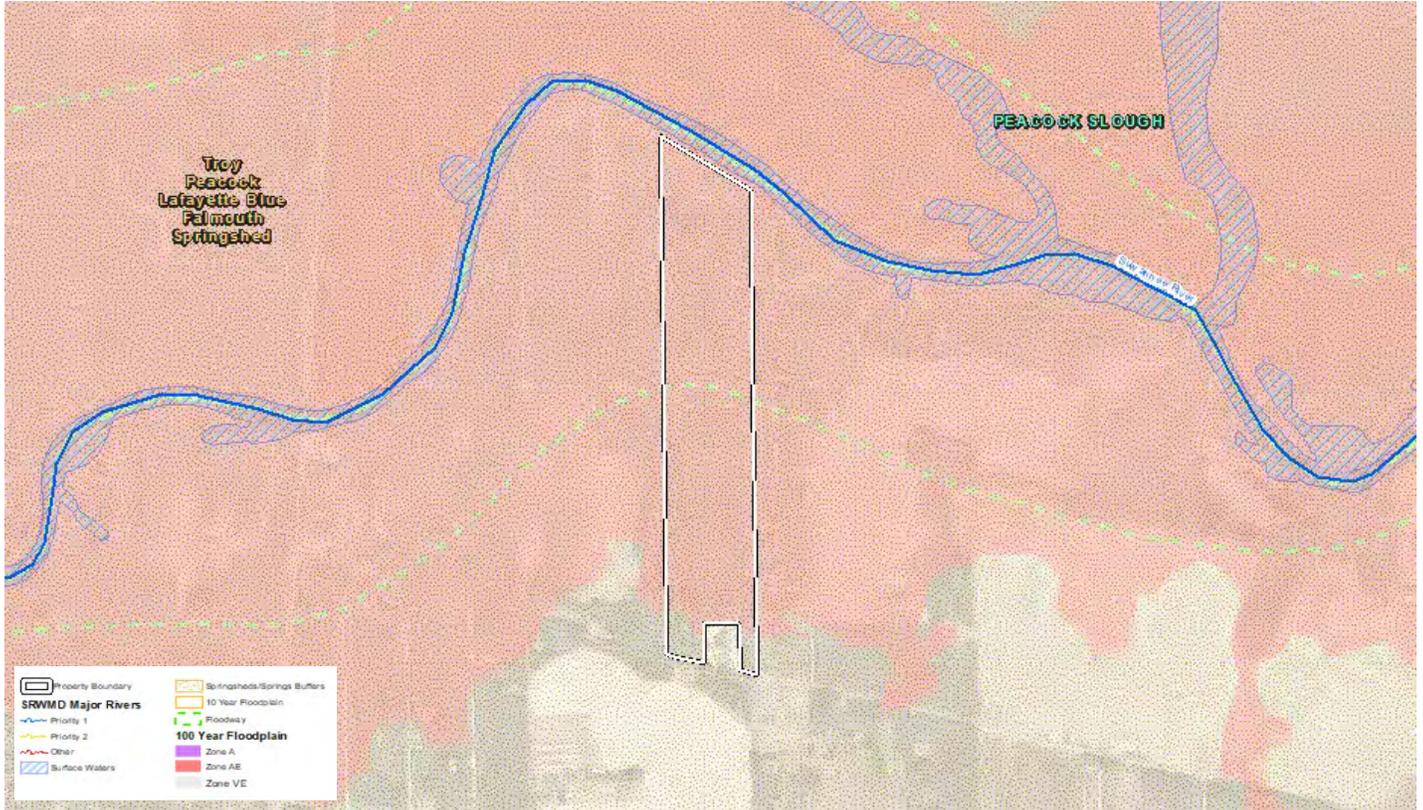
Property Boundary



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# SUWANNEE TRIAGE ANALYSIS RESULTS



Property Name: Rawson CE

Date: 06/08/23

Acreage: ± 140

County: Lafayette

Transaction Type: Conservation Easement

SRWMD Florida Forever: Yes

Statewide Florida Forever: No

## Surface Water Protection

Major River: (Y) [Suwannee – Priority 1]

Riverine Surface Waters: (N)

## Flood Protection

Floodway: (Y) [± 64 ac]

10 Year Floodplain: (Y) [± 76 ac]

100 Year Floodplain: (Y) [± 130.6 ac]

## Springs Protection

Springshed: (Y) [Troy Peacock Lafayette Blue Falmouth]

## Miscellaneous

PFA: (Y)

WSPA: (Y) [Western]

BMAP: (Y) [Suwannee]

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 29, 2023  
RE: Taylor Conservation Easement, Gilchrist County

**RECOMMENDATION**

Approve the Lands Committee recommendation for staff to enter into detailed assessment and negotiations for the acquisition of a conservation easement on a 941 acre +/- parcel of real property located in Gilchrist County.

**BACKGROUND**

In July 2023, the District received an offer from Johnny C. Taylor, II, to sell a conservation easement over a 941 acre +/- parcel of real property located in Gilchrist County.

The property is not adjacent to any properties currently owned by the District. The property contains approximately 266 acres +/- of riverine surface water, is within the Western Water Supply Planning Area, and 591 acres +/- are within the 100-year floodplain. There are several pockets of wetlands within the parcel. The Office of Agricultural and Environmental Projects has identified this property as having high potential for various projects including aquifer recharge. The offeror is supportive of conceptual District projects on the property and is willing to include those within the terms negotiated, including potential excavation within current pasture areas for purposes of water storage or retention. A portion of the property on which there are current structures will be excluded from the protected area of the easement.

Staff determined that a conservation easement would protect the wetlands located on the property, prevent future development or other activities that could impede water flow across the property, and thus prevent further flooding problems upstream.

Staff requests approval to proceed with the negotiation of terms and conditions of the conservation easement, obtain an appraisal, and submit the final agreed acquisition price recommendation directly to the Governing Board. A Phase 1, Environmental Site Assessment of the property would be conducted prior to closing the transaction.

The Lands Committee unanimously approved the staff recommendation at its regular meeting on September 25, 2023.

Copies of the offer, District triage, and triage summary maps are attached.

SCS/tm  
File #2023-007  
Attachments

RECEIVED

JUL 26 2023

SUWANNEE RIVER WATER MANAGEMENT DISTRICT
PROPERTY OFFER APPLICATION

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

Suwannee River Water Management District

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

Applicant Information
Name: Johnny C. Taylor II
Address: 7510 NE 90th way City: Branford State FL. Zip: 32008
Phone: (352) 215-1166 E-Mail: taylorjohn92@yahoo.com
Applicant Signature: Johnny Taylor Date: 7/13/2023

Owner of Record (Owner is Applicant yes [checked] no )
Name: Johnny C. Taylor II
Address: 7510 NE 90th way City: Branford State FL. Zip: 32008
Phone: (352) 215-1166 E-Mail: taylorjohn92@yahoo.com
Owner's Authorization: This is to advise the individual named above as applicant is the Authorized Representative of the owner(s) of the property described below. This authorization is for any communication and negotiations concerning conveyance of the property to the Suwannee River Water Management District.
Owner Signature: Johnny Taylor Date: 7/13/2023
Owner Signature: Melissa J. Taylor Date: 7/13/2023

Property/Project Information
Asking Price (Fee): Negotiable (Conservation Easement): Wetland & development rights
General Location (address, intersection, etc.): CR 138 90th way
Acreage: 941 County: Gilchrist
Tax Parcel Number(s): Sec 26-7-15 Sec 27-7-15
Legal Description:
Property is zoned 1 to 5, also we have some hydrology of water levels and water flow.
Improvements: Farm and ranch land improved pasture.
In addition, please provide an aerial, survey, or map identifying property boundaries and a copy of the Deed.

Title Condition (Deed restrictions, easements, mineral interest, rights held by others, etc.)
NONE

Agreements (Identify any existing purchase agreement, option contract, listing agreement, or any other arrangement or agreement.)
NONE
Other Pertinent Information (Please provide any other information that may be helpful in evaluating the request.)
If any interest, the deed and survey will be provided.

Page 1



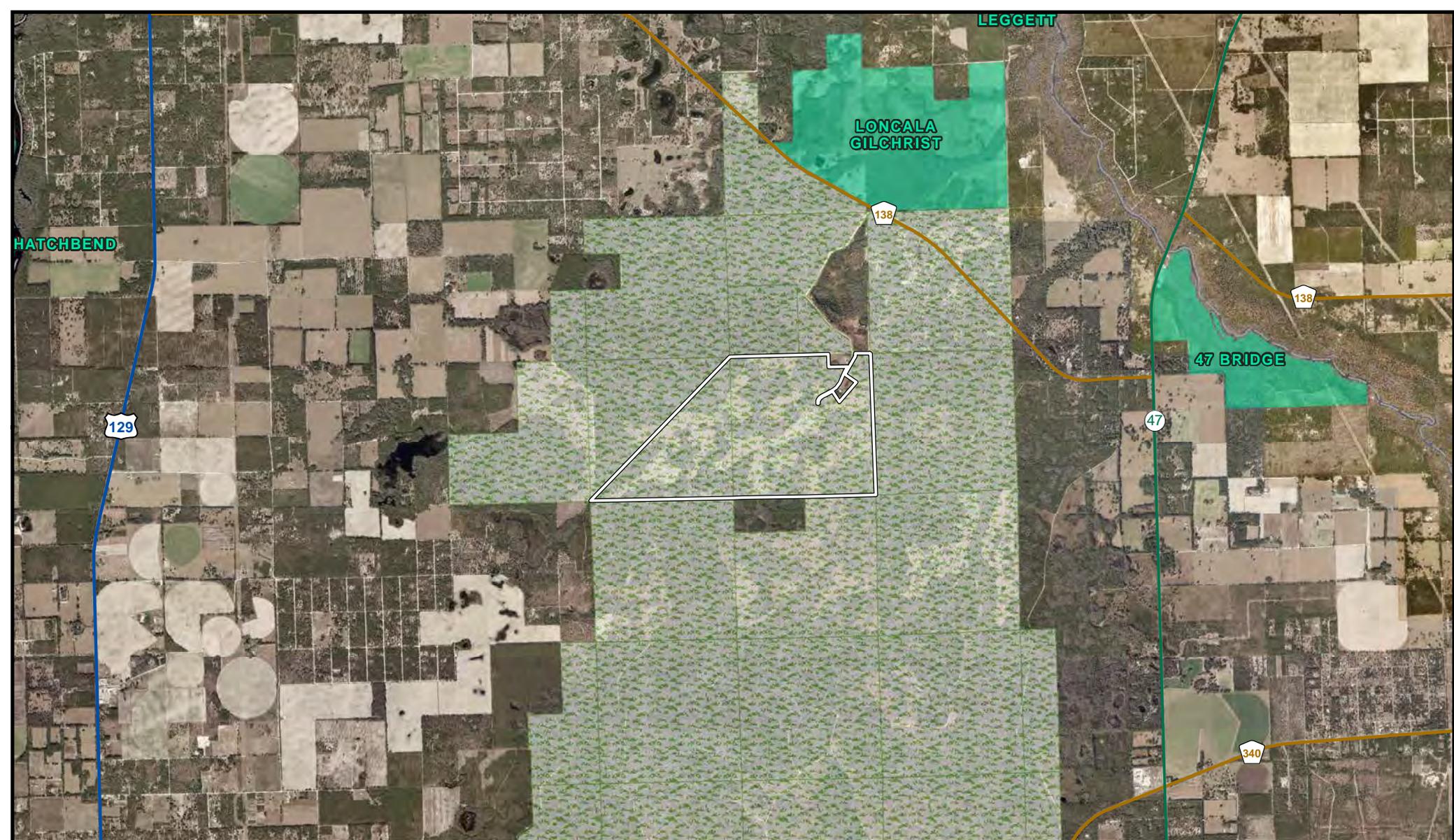
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- Parcels
  - StreetCenterlines**
    - City-Paved
    - City-Unpaved
    - County Line
    - County Maintained
    - County-Paved
    - Federal
    - Non-existent Roads
    - Not County Maintained
    - Private
    - State
    - Trail
    - <all other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

Date created: 7/19/2023  
Last Data Uploaded: 7/19/2023 6:07:05 AM

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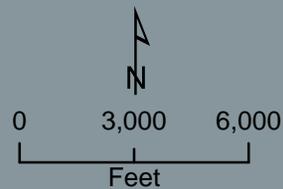
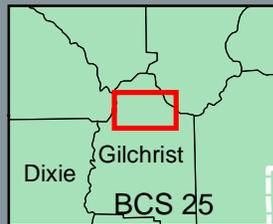
~~PARCEL ID 28-02-~~

\*The 2 out parcels are owed by our sons.



**Taylor CE  
± 941 Ac  
Gilchrist County**

-  Property Boundary
-  CWIA Coverage Area
-  SRWMD Ownership/CE
-  Other Public Ownership



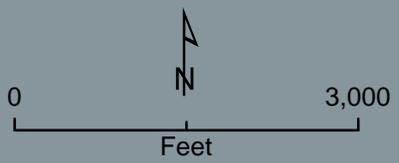
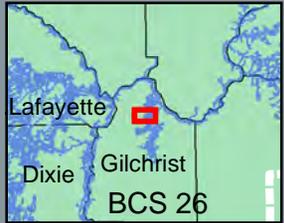
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### Taylor CE Property Offer Surface Water Protection



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



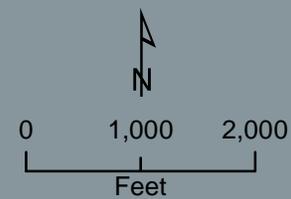
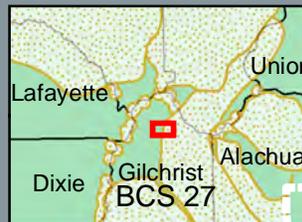
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Devil's Ear  
Springshed

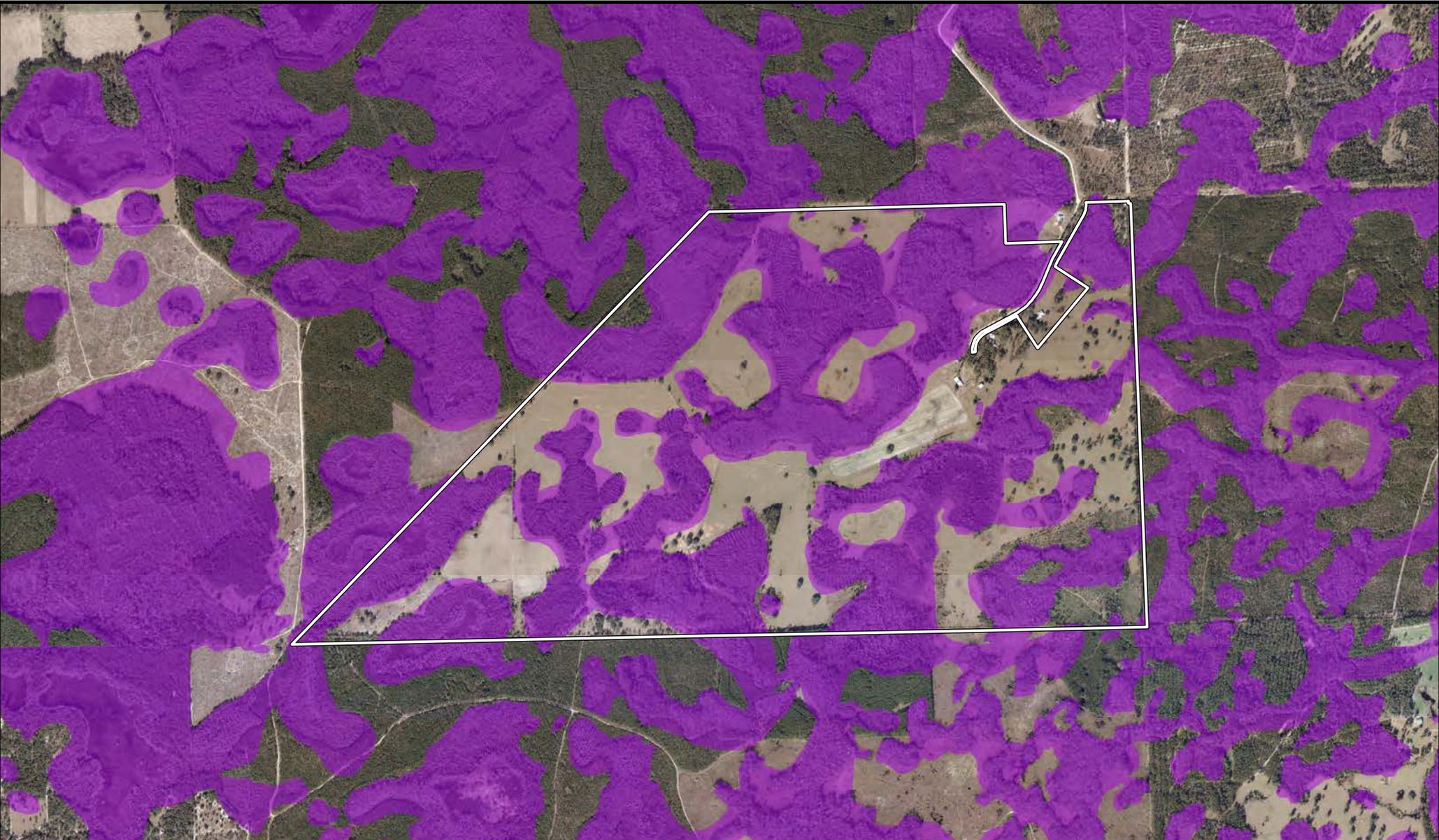


### Taylor CE Property Offer Springs Protection

-  Property Boundary
-  Springs Protection

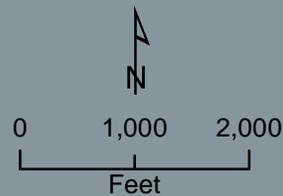
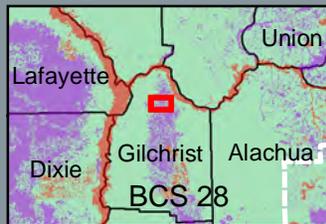


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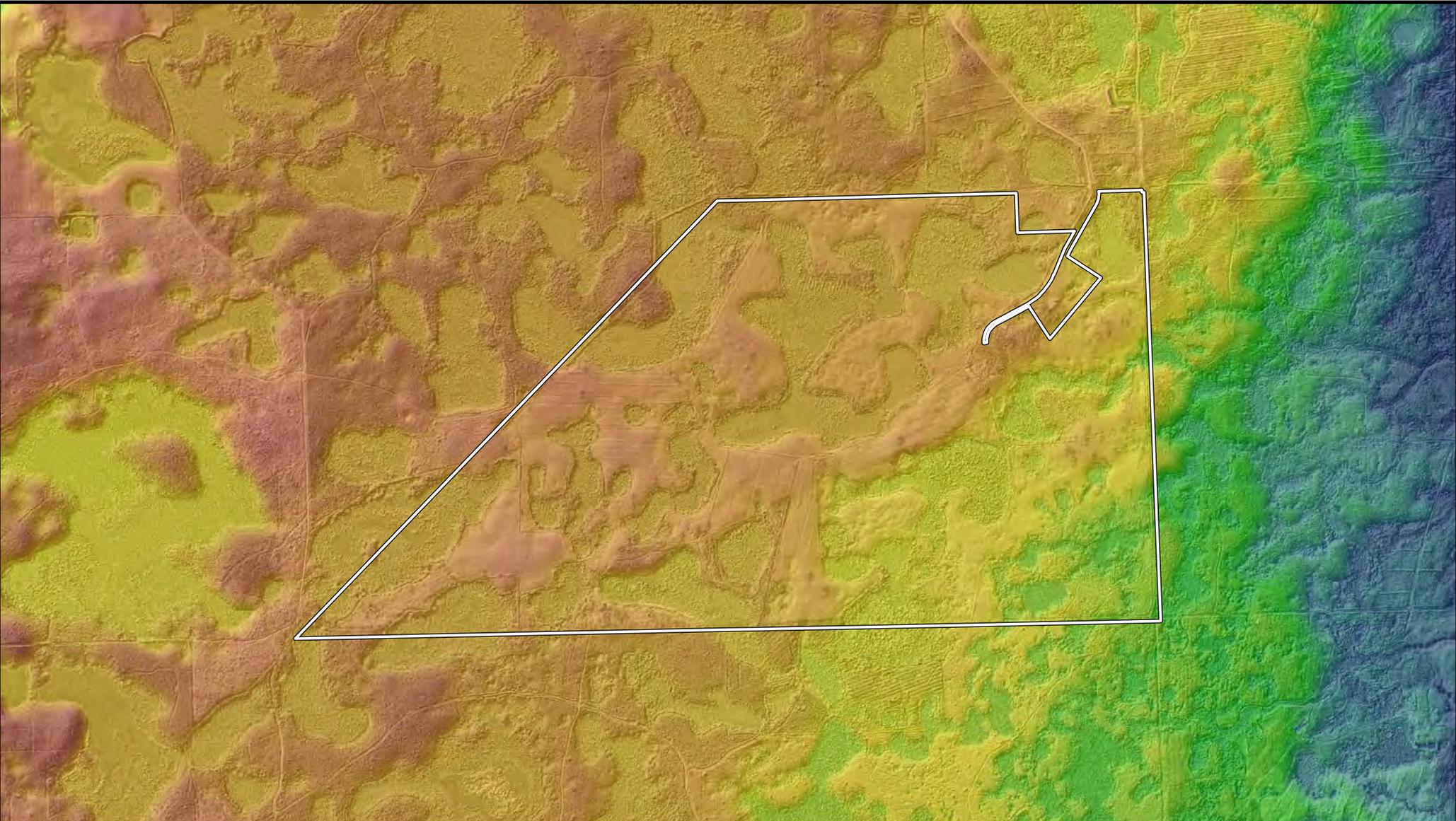


## Taylor CE Property Offer Floodplain Protection

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

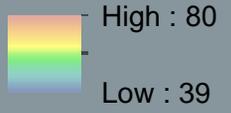


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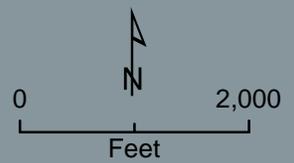


 Property Boundary

**Bare Earth Elevation**



**Taylor CE  
Property Offer  
LIDAR**



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# SUWANNEE TRIAGE ANALYSIS RESULTS



|                                         |                               |
|-----------------------------------------|-------------------------------|
| Property Name: Taylor CE                | Date: 08/10/23                |
| Acreage: ± 941 ac                       | County: Gilchrist             |
| Transaction Type: Conservation Easement | SRWMD Florida Forever: No     |
|                                         | Statewide Florida Forever: No |

|                                          |                                     |
|------------------------------------------|-------------------------------------|
| Surface Water Protection                 | Flood Protection                    |
| Major River: (N)                         | Floodway: (N)                       |
| Riverine Surface Waters: (Y) [± 266 ac]  | 10 Year Floodplain: (N/A)           |
| Critical Wetlands Inventory: (Y)         | 100 Year Floodplain: (Y) [± 591 ac] |
| Springs Protection                       | Miscellaneous                       |
| Springshed: (Y) [Devil's Ear Springshed] | PFA: (N)                            |
|                                          | WSPA: (Y) [Eastern]                 |
|                                          | BMAP: (Y) [Santa Fe]                |

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 29, 2023  
RE: Wright Utility Easement, Taylor County

**RECOMMENDATION**

Approve the Lands Committee recommendation to grant a utility easement in favor of Greg Wright over a portion of the Steinhatchee Falls Tract in Taylor County and authorize the Executive Director to sign a contract with the requestor.

**BACKGROUND**

On July 11, 2023, Greg Wright contacted the District requesting an easement for electric power over a portion of the Steinhatchee Falls Tract in Taylor County to provide electric service to a residence he intends to construct. Mr. Wright has agreed to absorb all costs of the easement including a survey of the utility easement area, the value of the easement as established by an appraiser, the value of any marketable timber to be removed, District attorney's fees, and all closing costs.

Mr. Wright has proposed, and staff is recommending, that the easement commence at the nearest source of power at the south end of the District's property near Stephens Landing Road and run north approximately 800 feet to the corner of Mr. Wright's property. The easement will be 30 feet wide (15 feet on either side of the centerline) and will be limited to overhead electric supply. No vehicle access will be allowed except for clearing the easement, installing the power lines, and maintenance as required. The District will assume no additional responsibilities for maintaining the easement area beyond what is currently in practice. At this time, the area contains a fire line and planted pines. The easement will be an easement appurtenant, and shall run with the land unless abandoned or otherwise vacated. The easement will be in the name of the appropriate utility company and/or its assignees or successors in interest.

District staff have determined that granting the easement will not have a detrimental effect on management of the District's property. Staff request that the Executive Director be authorized to sign a contract with the requestor to bind him to the terms of the request. The final conveyance of the easement will be taken to the Governing Board once negotiations are complete.

The Lands Committee unanimously approved the staff recommendation at its regular meeting on September 25, 2023.

A copy of the e-mail request and associated maps are attached.

SCS/tm  
File #008-00581  
Attachments

## Schroeder, Stephen

---

**From:** Gregory Wright <buckman352@gmail.com>  
**Sent:** Tuesday, July 11, 2023 8:59 AM  
**To:** Schroeder, Stephen  
**Subject:** Fwd: Power easement

You don't often get email from buckman352@gmail.com. [Learn why this is important](#)

**CAUTION:** This email originated from outside of the District. Do not click links or open attachments unless you recognize and have verified the sender and know the content is safe.

Greg Wright

Begin forwarded message:

**From:** Gregory Wright <buckman352@gmail.com>  
**Date:** July 11, 2023 at 8:45:33 AM EDT  
**To:** stephen.schroder@srwmd.org  
**Subject:** Power easement



Hi Stephen,

This is Greg Wright we spoke on the phone a couple months ago about the possibility of obtaining a utility easement from SRWMD for the land I have on the steinhatchee river.

I closed on the land last week and would like to start the process for the power easement.

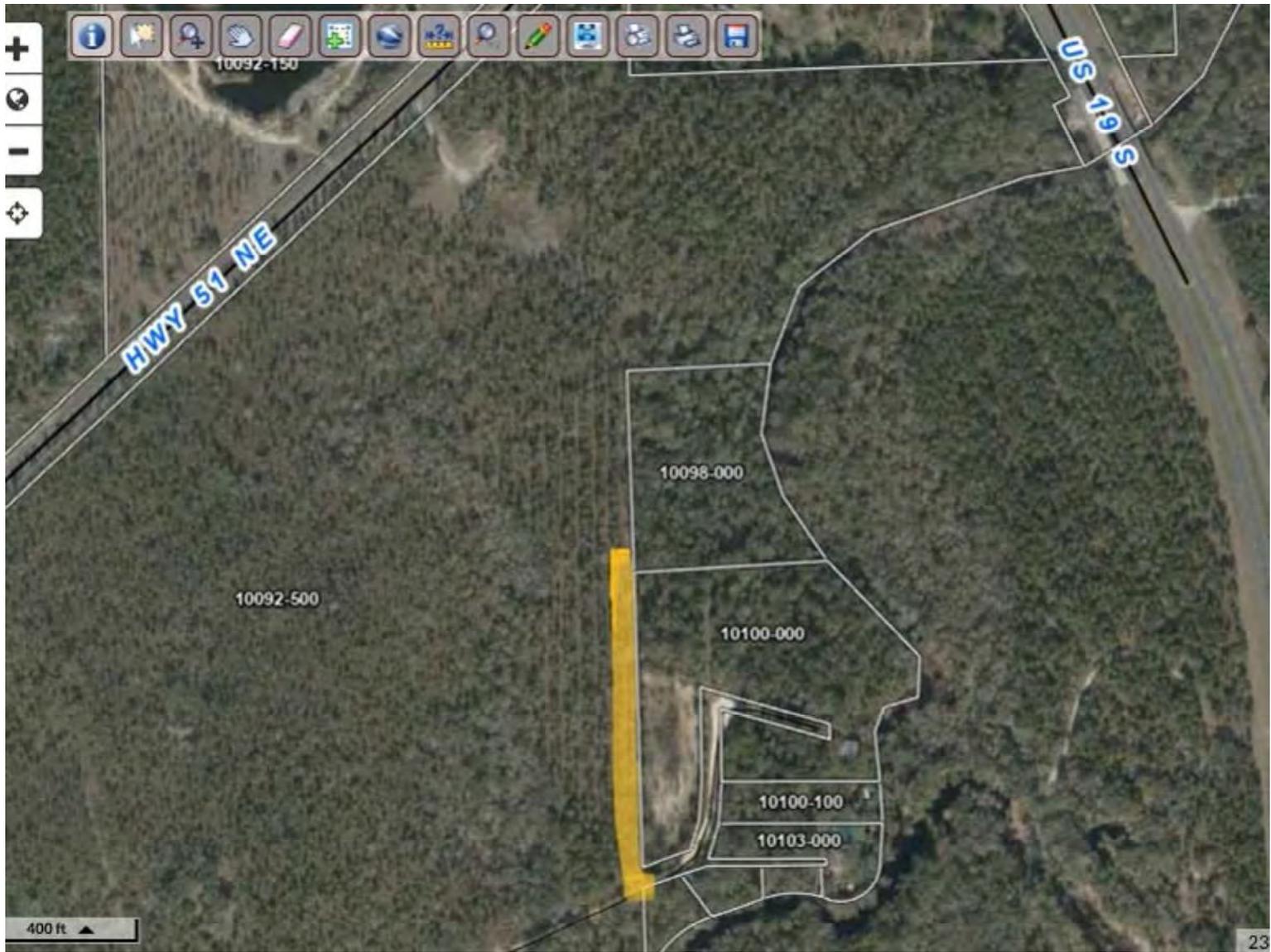
I understand I will be responsible for all costs with obtaining an easement.

I sent pictures of the property and estimate of where I think it would go. My best estimate it is around 800 ft long. Any help in this matter would be greatly appreciated.

You can contact me anytime for further information or discussion at (352) 584-1173

Thanks

Greg Wright



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 29, 2023

RE: Ellison Utility Easement, Dixie County

**RECOMMENDATION**

Consider the Lands Committee recommendation that the Governing Board determine whether to grant a utility easement in favor of Matthew Ellison over a portion of the Steinhatchee Rise Tract in Dixie County and authorize the Executive Director to sign a contract with the requestor.

**BACKGROUND**

In June 2023, Matthew Ellison contacted the District requesting that we grant him an easement for certain utilities over a portion of the District owned Steinhatchee Rise tract in Dixie County to provide electric service to a residence he intends to build. Mr. Ellison has agreed to absorb all costs of the easement including a survey of the utility easement area, the value of the easement as established by an appraiser, the value of any marketable timber to be removed, District attorney's fees, and all closing costs.

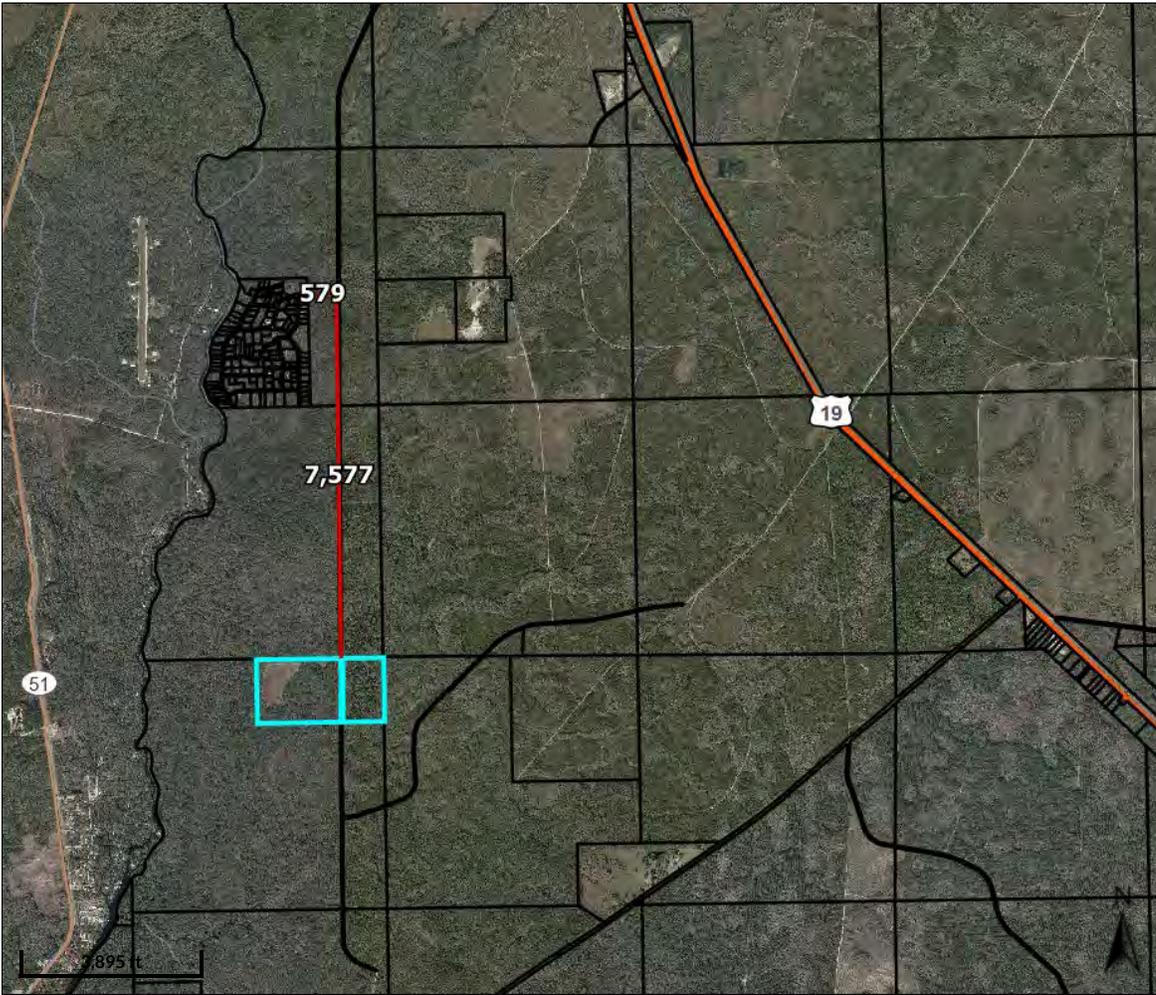
The proposed easement will commence at the nearest point of available power, proceed east for approximately 578 feet and then south a distance of approximately 7,522 feet adjacent to existing roadways. The easement will be 30 feet wide (15 feet on either side of the centerline) and will be limited to overhead electric supply. No vehicle access will be allowed except for clearing the easement, installing the power lines and maintenance as required. The District will assume no additional responsibilities for maintaining the easement area beyond what is currently in practice. At this time, the area of the easement is primarily natural growth hardwoods and scrub. The easement will be an easement appurtenant and shall run with the land unless abandoned or otherwise vacated. The easement will be in the name of the appropriate utility company and/or its assignees or successors in interest.

District staff has reviewed the request and determined that granting the easement will not have a detrimental effect on management of the District property. Staff is requesting that the Executive Director be authorized to sign a contract with the requestor to bind him to the terms of the request. The final conveyance of the easement will be taken to the Governing Board once negotiations are complete.

At its regular meeting on September 25, 2023, the Lands Committee voted to defer the staff recommendation to the Governing Board at its October meeting. Staff was requested to gather additional information for presentation to the Governing Board, including additional reasoning for the owner's request and some assurances from the owner that the purpose of granting the easement, the construction of a single-family residence, was feasible. Further, staff was directed to invite the requestor to appear at the meeting.

A copy of the associated map is attached.

SCS/tm  
File #008-00582  
Attachments



Overview



Legend

- Parcels
- Roads
- Streams and Rivers

|                       |                         |                         |                                                             |                          |           |                     |           |                |          |                |        |
|-----------------------|-------------------------|-------------------------|-------------------------------------------------------------|--------------------------|-----------|---------------------|-----------|----------------|----------|----------------|--------|
| <b>Parcel ID</b>      | 17-09-10-0000-0262-0000 | <b>Mailing Address</b>  | ELLISON MATTHEW<br>P O BOX 213<br>STEINHATCHEE, FL<br>32359 | <b>Land Value</b>        | \$141,750 | <b>Last 2 Sales</b> |           |                |          |                |        |
| <b>Acres</b>          | 80.0                    | <b>Physical Address</b> | UNASSIGNED                                                  | <b>Improvement Value</b> | \$0       | <b>Date</b>         | 2/1/2017  | <b>Price</b>   | \$100000 | <b>Vac/Imp</b> | Vacant |
| <b>Property Usage</b> | HARDWOOD SITE ><br>70   |                         |                                                             | <b>Accessory Value</b>   | \$0       |                     | 10/1/2001 | <b>\$80000</b> |          | Vacant         | U<br>Q |
|                       |                         |                         |                                                             | <b>Total Value</b>       | \$141,750 |                     |           |                |          |                |        |

Date created: 6/27/2023  
Last Data Uploaded: 6/26/2023 8:05:34 PM

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GEOSPATIAL

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 29, 2023

RE: Governing Board Directive 23-0003, Fraud Policy

**RECOMMENDATION**

Approve Governing Board Directive Number 23-0003 Fraud Policy.

**BACKGROUND**

After review and consultation with the District's Inspector General, it was determined that the Governing Board's Fraud Policy needed to be revised to ensure that reporting was directly to the Inspector General, among other changes. District staff reviewed the Directive and are suggesting the changes as noted in the redline version attached hereto. These changes include revisions to the definitions section, the addition of a definition for Personal Identifying Information, and these additional changes:

- Expanding the definition of a false or malicious report;
- Clarifying that all allegations of theft are to be reported to the Inspector General;
- Further clarifying the duties of the Inspector General following an investigation; and
- Correct the name of the Human Resources Office

Finally, the revision provides cross references to related Board Directives and the procedures manual.

The Districts Inspector General's office has reviewed and approved the proposed changes. Related District procedures are being updated as well.

SCS/tm  
Attachments

# SUWANNEE RIVER WATER MANAGEMENT DISTRICT

## GOVERNING BOARD DIRECTIVE

Policy Number: ~~GBD12-0006-23-0003~~

Date Approved: \_\_\_\_\_

Subject: Fraud Policy

Approval:

~~Don Quincey~~ Virginia S. Johns, Chairman

~~Ray Curtis~~ Charles Keith, Secretary/Treasurer



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### 1.0 Reference to Prior Policy

GBD12-~~0002~~0006

### 2.0 Purpose and Intent

The fraud policy is to establish guidelines and facilitate the development of controls that will assist in the detection and prevention of fraud against the District. It is the intent of the fraud policy to communicate a zero tolerance for fraudulent, unethical and other dishonest activities; to institute preventive measures designed to deter these activities or make them easier to detect and stop; to provide for the reporting and investigation of such, including providing protection to persons who report violations; and to apply to any situation of fraud or suspected fraud involving District employees, vendors, contractors, consultants, outside agencies, and/or any other parties with a business relationship with District or its personnel.

### 3.0 Definitions

Fraud generally involves a willful or deliberate act or omission with the intention of obtaining an unauthorized benefit, service, property or something of value by deception, misrepresentation or other unethical or unlawful means. Fraud can be committed through many methods, including mail, wire, telephone and the Internet. Fraudulent actions ~~to~~ include, but are not be limited to:

- The ~~unauthorized~~ use of District property, vehicles, vessels and /or resources for personal or unofficial activities.
- Forgery or unauthorized alteration of documents or computer records.
- Misappropriation of funds, securities, supplies or other assets.
- Falsification or misrepresentation of reports to management and external agencies, including time sheets, official travel claims for reimbursement or payment authorization or other expense reimbursement reports.
- Impropriety in the handling or reporting of money or financial transactions.
- Disclosing confidential and proprietary information to unauthorized parties.
- Providing inappropriate authorizations or forged authorizations.
- Misrepresenting unfinished work as being completed.

- Altering documentation, providing untruthful statements or withholding information during ~~the an~~ investigation under this or any other District policy or procedure of a case or irregularity.
- Seeking or accepting anything of ~~material~~-value from contractors, vendors or providers of services or materials to the District.
- Unauthorized Destruction, removal, inappropriate, or unauthorized use of District records, or other District assets.
- ~~Taking information and using it or providing~~Obtaining or facilitating the use of Personal Identifying Information ~~which that~~ the information that would lead to identity theft.
- Unauthorized access, use and/or publication of Personal Identifying Information of employees, vendors or partners.
- Personal Identifying Information is generally defined as information like name, social security number, and biometric records, which can be used to distinguish or trace an individual's identity.

Any illegal activity including, but not limited to those found in Federal Law and the following Florida Statutes:

- Chapter 812; Theft, Robbery and Related Crimes
- Chapter 815, Computer Related Crimes
- Chapter 817, Fraudulent Practices
- Part I - False Pretenses and Frauds
- Part II - Credit Card Crimes
- Chapter 831, Forgery and Counterfeiting
- Chapter 838, Bribery; Misuse of Public Office

#### **4.0 Roles and Responsibilities**

Employees at all levels shall set the appropriate tone by displaying the proper attitude toward complying with laws, rules and regulations. Employees are also responsible for establishing and maintaining proper internal controls that will provide for the security and accountability of the resources entrusted to them. Such controls include, but are not limited to, ensuring that

- Incompatible duties are properly separated,
- Financial transactions are properly authorized and approved,
- Reports of financial activity are periodically reviewed for completeness and accuracy,
- Official personnel actions (ex: appointments, terminations, promotions) and employee time and leave is properly authorized and approved,
- Assets are physically secured,
- Computer passwords and other access codes or passwords are protected and not shared,
- Confidential and sensitive information is protected from unauthorized access, and
- Employees are effectively supervised.

In addition, ~~Employees at~~Employees at all levels shall be cognizant of the risks and exposures inherent in their area of responsibility, take appropriate steps to help mitigate those risks and be aware of the related symptoms of fraudulent, unethical and other dishonest actions.

#### **5.0 Reporting Procedures**

All employees shall be alert to possibilities of fraud and for any indication that unethical or dishonest activity is taking place. Any District employee who has knowledge of such activity shall immediately notify the District's Inspector General.

- In all cases, the employee shall not confront the accused individual(s), investigate the suspected activity, or discuss the matter with anyone other than the person or office to whom the activity was reported.
- Employees who knowingly make false or malicious allegations may be subject to disciplinary action up to and including dismissal. . For purposes of this section, an allegation that has no reasonable basis of support in fact or which is made with the intent to cause embarrassment or impugn the reputation of the person or persons against whom the allegation is made, shall be considered false or malicious. A finding that a complaint is unsubstantiated, after investigation, shall not necessarily indicate that the allegation was false or malicious. Such a finding must be specific and must be substantiated in the investigative report.

~~← Allegations that are investigated and deemed unsubstantiated are not necessarily indicative of false allegations.~~

~~Single incidents of theft or robbery or other related property loss or misuse of property shall be reported to the District's Chief Ethics Officer and Risk Manager. Risk Manager. The Risk Manager, through the Chief Ethics Officer, shall send a monthly status report relating to these activities incidents to the District Inspector General and shall provide a copy to the Executive Director.~~

~~All knowledge or allegations of a fraud that could have a financial impact on the District should be reported directly to the District Inspector General for a determination of the need for review, investigation, or referral as appropriate.~~

## 6.0 Whistler-blower's Act

An employee who, in good faith, reports wrongful activity meeting the provisions of this Policy and/or Section 112.3187 and 112.31895, Florida Statutes (Whistle-blower's Act), is protected against retaliation for making such a report. The law also provides for the individual's identity to remain confidential. Regardless as to whether or not the provisions of the Whistle-blower's Act are met, it is a violation of this policy for anyone to retaliate against another for reporting, in good faith, allegations of wrongdoing or participating in the investigation of such.

## 7.0 Responsibility for Investigation

The District's Inspector General is responsible for receiving and investigating disclosures of suspected ed fraud and whistle-blower information.

In the event the suspected ed fraud or whistle-blower information concerns the District's Inspector General, then information shall be submitted to the District's Board General Counsel.

## 8.0 Investigation

Upon reviewing allegations of fraudulent, ~~unethical~~ or dishonest acts, if the District's Inspector General ~~or Board General Counsel~~ determines an investigation is warranted, it shall investigate the reported activity as deemed appropriate. Should the District inspector General determine through review or investigation that the alleged acts are indicative of a crime, the Inspector General shall consult with the Board General Counsel as to the appropriate law enforcement agency or jurisdiction for referral.

During the investigation, the Constitutional rights of all persons are to be observed. The accused will be afforded the opportunity to respond to the allegations or matters being investigated. The rights of the accused will be safeguarded throughout the investigation.

All employees are to cooperate fully with those performing an investigation pursuant to this policy. An employee who does not fully cooperate with an authorized investigation may be disciplined, up to and including termination of employment. An employee may be required to answer any questions that are within the scope of the employee's employment ~~when, whether~~ such questions are asked in an investigation conducted by the District's Inspector General ~~or Board General Counsel~~.

The investigation shall be completed expeditiously and in accordance with established procedures. The results of the investigation shall be communicated to the appropriate levels of management within the organization or to external authorities as deemed necessary.

## **9.0 Consequences for Fraudulent Behavior**

Employee determined to have participated in fraudulent, unethical or dishonest acts will be subject to disciplinary action in accordance with any District personnel policies and rules. Such determination must be made with the consultation of Human Resources ~~Administrator~~ Office.

Criminal, civil and/or other administrative actions may also be taken against employees who are found to have participated in unlawful acts. Criminal action falls within the sole purview of local, state or federal law enforcement, prosecuting and judicial authorities.

Everyone, regardless of classification, who fails to report fraudulent activity, as required by this policy, is subject to disciplinary action.

## **10.0 Policy Dissemination and Employee Training**

The Human Resources ~~Administrator~~ Office shall be responsible for establishing and implementing procedures for ensuring all District employees are informed and trained on this policy.

## **11.0 Authority**

- Section 20.055, Florida Statutes
- Section 112.3187, Florida Statutes
- Section 112.3188, Florida Statutes
- Section 112.3189, Florida Statutes
- Section 112.3195, Florida Statutes
- Section 373.079, Florida Statutes

## **12.0 Cross-References**

**GBD 23-0004 Whistleblowers Act**

**Employee Procedures Manual:**

**Ethics**

**Internal Controls**

**Whistle Blowers Act**

# SUWANNEE RIVER WATER MANAGEMENT DISTRICT

## GOVERNING BOARD DIRECTIVE

Policy Number: GBD23-0003

Date Approved: \_\_\_\_\_

Subject: Fraud Policy

Approval:

\_\_\_\_\_  
Virginia S. Johns, Chair

\_\_\_\_\_  
Charles Keith, Secretary/Treasurer



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### 1.0 Reference to Prior Policy

This directive supersedes GBD12-0006.

### 2.0 Purpose and Intent

The fraud policy is to establish guidelines and facilitate the development of controls that will assist in the detection and prevention of fraud against the District. It is the intent of the fraud policy to communicate a zero tolerance for fraudulent, unethical and other dishonest activities; to institute preventive measures designed to deter these activities or make them easier to detect and stop; to provide for the reporting and investigation of such, including providing protection to persons who report violations; and to apply to any situation of fraud or suspected fraud involving District employees, vendors, contractors, consultants, outside agencies, and/or any other parties with a business relationship with District or its personnel.

### 3.0 Definitions

Fraud generally involves a willful or deliberate act or omission with the intention of obtaining an unauthorized benefit, service, property or something of value by deception, misrepresentation or other unethical or unlawful means. Fraud can be committed through many methods, including mail, wire, telephone and the Internet. Fraudulent actions include, but are not limited to:

- The use of District property, vehicles, vessels and/or resources for personal or unofficial activities.
- Forgery or unauthorized alteration of documents or computer records.
- Misappropriation of funds, securities, supplies or other assets.
- Falsification or misrepresentation of reports to management and external agencies, including time sheets, official travel claims for reimbursement or payment authorization or other expense reimbursement reports.
- Impropriety in the handling or reporting of money or financial transactions.
- Disclosing confidential and proprietary information to unauthorized parties.
- Providing inappropriate authorizations or forged authorizations.
- Misrepresenting unfinished work as being completed.

- Altering documentation, providing untruthful statements or withholding information during an investigation under this or any other District policy or procedure.
- Seeking or accepting anything of value from contractors, vendors or providers of services or materials to the District.
- Unauthorized destruction, removal, inappropriate, or unauthorized use of District records, or other District assets.
- Obtaining or facilitating the use of Personal Identifying Information which could lead to identity theft.
- Unauthorized access, use and/or publication of Personal Identifying Information of employees, vendors or partners.
- Personal Identifying Information is generally defined as information like name, social security number, and biometric records, which can be used to distinguish or trace an individual's identity.

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#### **4.0 Roles and Responsibilities**

Employees at all levels shall set the appropriate tone by displaying the proper attitude toward complying with laws, rules and regulations. Employees are also responsible for establishing and maintaining proper internal controls that will provide for the security and accountability of the resources entrusted to them. Such controls include, but are not limited to, ensuring that

- Incompatible duties are properly separated,
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- Assets are physically secured,
- Computer passwords and other access codes or passwords are protected and not shared,
- Confidential and sensitive information is protected from unauthorized access, and
- Employees are effectively supervised.

In addition, employees at all levels shall be cognizant of the risks and exposures inherent in their area of responsibility, take appropriate steps to help mitigate those risks and be aware of the related symptoms of fraudulent, unethical and other dishonest actions.

#### **5.0 Reporting Procedures**

All employees shall be alert to possibilities of fraud and for any indication that unethical or dishonest activity is taking place. Any District employee who has knowledge of such activity shall immediately notify the District's Inspector General.

- In all cases, the employee shall not confront the accused individual(s), investigate the suspected activity, or discuss the matter with anyone other than the person or office to whom the activity was reported.
- Employees who knowingly make false or malicious allegations may be subject to disciplinary action up to and including dismissal. For purposes of this section, an allegation that has no reasonable basis of support in fact or which is made with the intent to cause embarrassment or impugn the reputation of the person or persons against whom the allegation is made, shall be considered false or malicious. A finding that a complaint is unsubstantiated, after investigation, shall not necessarily indicate that the allegation was false or malicious. Such a finding must be specific and must be substantiated in the investigative report.

All knowledge or allegations of a fraud that could have a financial impact on the District should be reported directly to the District Inspector General for a determination of the need for review, investigation, or referral as appropriate.

## **6.0 Whistler-blower's Act**

An employee who, in good faith, reports wrongful activity meeting the provisions of this Policy and/or Section 112.3187 and 112.31895, Florida Statutes (Whistle-blower's Act), is protected against retaliation for making such a report. The law also provides for the individual's identity to remain confidential. Regardless as to whether or not the provisions of the Whistle-blower's Act are met, it is a violation of this policy for anyone to retaliate against another for reporting, in good faith, allegations of wrongdoing or participating in the investigation of such.

## **7.0 Responsibility for Investigation**

The District's Inspector General is responsible for receiving and investigating disclosures of suspected fraud and whistle-blower information.

In the event the suspected fraud or whistle-blower information concerns the District's Inspector General, then information shall be submitted to the District's Board General Counsel.

## **8.0 Investigation**

Upon reviewing allegations of fraudulent or dishonest acts, if the District's Inspector General determines an investigation is warranted, it shall investigate the reported activity as deemed appropriate. Should the District inspector General determine through review or investigation that the alleged acts are indicative of a crime, the Inspector General shall consult with the Board General Counsel as to the appropriate law enforcement agency or jurisdiction for referral.

During the investigation, the Constitutional rights of all persons are to be observed. The accused will be afforded the opportunity to respond to the allegations or matters being investigated. The rights of the accused will be safeguarded throughout the investigation.

All employees are to cooperate fully with those performing an investigation pursuant to this policy. An employee who does not fully cooperate with an authorized investigation may be disciplined, up to and including termination of employment. An employee may be required to answer any questions that are within the scope of the employee's employment when such questions are asked in an investigation conducted by the District's Inspector General.

The investigation shall be completed expeditiously and in accordance with established procedures. The results of the investigation shall be communicated to the appropriate levels of management within the organization or to external authorities as deemed necessary.

## **9.0 Consequences for Fraudulent Behavior**

Employee determined to have participated in fraudulent, unethical or dishonest acts will be subject to disciplinary action in accordance with any District personnel policies and rules. Such determination must be made with the consultation of Human Resources Office.

Criminal, civil and/or other administrative actions may also be taken against employees who are found to have participated in unlawful acts. Criminal action falls within the sole purview of local, state or federal law enforcement, prosecuting and judicial authorities.

Everyone, regardless of classification, who fails to report fraudulent activity, as required by this policy, is subject to disciplinary action.

## **10.0 Policy Dissemination and Employee Training**

The Human Resources Office shall be responsible for establishing and implementing procedures for ensuring all District employees are informed and trained on this policy.

## **11.0 Authority**

- Section 20.055, Florida Statutes
- Section 112.3187, Florida Statutes
- Section 112.3188, Florida Statutes
- Section 112.3189, Florida Statutes
- Section 112.3195, Florida Statutes
- Section 373.079, Florida Statutes

## **12.0 Cross-References**

- GBD 23-0004 Whistleblowers Act
- Employee Procedures Manual:
  - Ethics
  - Internal Controls
  - Whistle Blowers Act

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 29, 2023  
RE: Governing Board Directive 23-0004, Whistle-Blower's Act

**RECOMMENDATION**

Approve Governing Board Directive Number 23-0004, Whistle-Blower's Act.

**BACKGROUND**

After review and consultation with the District's Inspector General, it was determined that the Governing Board's Whistle-Blower's Act directive needed to be revised to ensure that it was consistent with current law. After review, staff determined some minor grammatical changes were required. Additionally, staff added cross-references to the Governing Board's Fraud Policy and related procedures within the procedure manual.

The Districts Inspector General's office has reviewed and approved the proposed changes. Related District procedures are being updated as well.

SCS/tm  
Attachments

# SUWANNEE RIVER WATER MANAGEMENT DISTRICT

## GOVERNING BOARD DIRECTIVE

Policy Number: ~~GBD12-0007~~ 23-0004

Date Approved: \_\_\_\_\_

Subject: Whistle-Blower's Act

Approval:

~~Don Quincey~~ Virginia S. Johns, Chairman

~~Ray Curtis~~ Charles Keith, Secretary/Treasurer



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### 1.0 Reference to Prior Policy

~~None~~ GBD12-007

### 2.0 Purpose and Intent

The Whistle-blower's Act policy is to implement sections 112.3187, and 112.3188, Florida Statutes (F.S.), by providing a mechanism for District employees, contractors and contractor employees to report violations of the ~~law, and~~ law and protecting District employees from adverse employment actions resulting from disclosing Whistle-blower information.

An employee who, in good faith, reports wrongful activity meeting the provisions of this Policy and/or Section 112.3187, F.S. (Whistle-blower's Act), is protected against retaliation for making such a report. The law also provides for the individual's identity to remain confidential. Regardless as to whether or not the provisions of the Whistle-blower's Act are met, it is a violation of this policy for anyone to retaliate against another for reporting, in good faith, allegations of wrongdoing or participating in the investigation of such.

In accordance with Subsection 112.3187(8)(b), F.S., this Directive establishes the following:

1. Disclosure of Whistle-blower Information: A process by which District employees, contractors and contractor employees may disclose, in good faith, violations or suspected violations of law on the part of District employees, agents or contractors which create or present substantial and specific danger to the public's health, safety or welfare; or to disclose acts or suspected acts of gross mismanagement, malfeasance, misfeasance, gross waste of public funds, or gross neglect of duty committed by a District employee, agent or contractor of the District;
2. Investigation of Whistle-blower Information: A process by which such disclosures will be evaluated, investigated and resolved, as appropriate;
3. Maintenance of Confidentiality of Whistle-blower Information: A process providing for the confidentiality of the name and identity of any individual who discloses any information

protected in paragraph 1, above, and all information received, produced or derived from any investigation associated with such disclosure, until the conclusion of the investigation; and

Prohibition of Adverse Actions: A process prohibiting adverse employment action against District employees in retaliation for disclosures made in good faith and for a proper purpose, and establishing a process by which a District employee may file a complaint of retaliation and the complaint may be heard and resolved.

### **3.0 Definitions**

As used in this Directive, unless otherwise specified, the following words or terms shall have the meanings indicated:

1. Employee - means a person who performs services for, and under the control and direction of, or contracts with, the District or an independent contractor for wages or other remuneration.
2. Adverse personnel action - means the discharge, suspension, transfer, or demotion of any employee or the withholding of bonuses, the reduction in salary or benefits, or any other adverse action taken against a District employee within the terms and conditions of employment by the District.
3. Independent contractor - means a person engaged in any business and who enters into a contract with the District.
4. Gross mismanagement - means a continuous pattern of managerial abuses, wrongful or arbitrary and capricious actions, or fraudulent or criminal conduct which may have a substantial adverse economic impact.

### **4.0 Disclosure of Whistle-blower Information**

The following process is established in order to facilitate disclosure of whistle-blower information.

#### **1. Nature of Information Disclosed**

This Directive applies to disclosure of information concerning the following:

- a) Any violation or suspected violation of any federal, state, or local law, rule, or regulation committed by an employee or agent of the District or independent contractor which creates and presents a substantial and specific danger to the public's health, safety, or welfare; or
- b) Any act or suspected act of gross mismanagement, malfeasance, misfeasance, gross waste of public funds, or gross neglect of duty committed by an employee or agent of the District or an independent contractor.

#### **2. How to Disclose Information**

District employees, contractors or contractor employees wishing to disclose whistle-blower information must submit the information in a written, signed document to the District's Inspector General. In the event that the whistle-blower information concerns the District's Inspector General, then the information shall be submitted to the District's Governing Board General Counsel.

## 5.0 Investigation of Whistle-blower Information

1. When whistle-blower information is submitted to the District's Inspector General or the Board General Counsel if the whistle-blower information concerns the Inspector General, in which case the Board General Counsel shall follow the process noted below, the District's Inspector General shall determine **within 20 business days after receiving the information**:
  - a) Whether the information disclosed demonstrates reasonable cause to suspect that an employee or agent of the District, or independent contractor:
    - i. has violated any federal, state, or local law, rule, or regulation, thereby creating and presenting a substantial and specific danger to the public's health, safety, or welfare; or
    - ii. has committed an act or gross mismanagement, malfeasance, misfeasance, gross waste of public funds, or gross neglect of duty.
  - b) Whether the source of information is an employee or former employee of the District.
2. If **within 20 business days after receipt of the information** the District's Inspector General determines that the information disclosed is not the type of whistle-blower information described above, or does not demonstrate reasonable cause to suspect that an employee, agent or independent contractor has violated any federal, state, or local law, rule, or regulation, thereby creating and presenting a substantial and specific danger to the public's health, safety, or welfare, or has committed an act of gross mismanagement, malfeasance, misfeasance, gross waste of public funds, or gross neglect of duty, then the District's Inspector General shall notify the person submitting the information of such fact and copy and return, upon request, any documents and other materials that were provided by the person disclosing the information.
3. If **within 20 business days after receipt of the information** the District's Inspector General determines that the information disclosed is the type of information described above, and that the information demonstrates reasonable cause to suspect that an employee or agent of the District or independent contractor has violated any federal, state, or local law, rule, or regulation, thereby creating a substantial and specific danger to the public's health, safety, or welfare, or has committed any act of gross mismanagement, malfeasance, misfeasance, gross waste of public funds, or gross neglect of duty, then the Inspector General shall conduct an investigation, unless the District's Inspector General determines, **within 30 business days after receiving the allegations**, that such investigation is unnecessary.

The District's Inspector General shall consider, but is not limited to, the following factors when deciding whether the investigation is unnecessary:

- a) The gravity of the disclosed information compared to the time and expense of an investigation;
- b) The potential for an investigation to yield recommendations that will make the District more efficient and effective;
- c) The benefit to the District to have a final report on the disclosed information;
- d) Whether the alleged whistle-blower information primarily concerns personnel or employment practices, or violations of any employment-related law, rule or regulation, or District Personnel Guideline;
- e) Whether another agency or contractor may be conducting an investigation and whether any investigation under this section could be duplicative;
- f) The time that has elapsed between the alleged event and the disclosure of the information; and



The name or identity shall not be disclosed to anyone other than the District's Inspector General without the written consent of the individual unless the Inspector General determines that:

- a) The disclosure of the individual's identity is necessary to prevent a substantial and specific danger to the public's health, safety, or welfare, or to prevent the imminent commission of a crime. Information disclosed under this subsection shall only be disclosed to persons who are in a position to prevent the danger to the public's health, safety, or welfare or to prevent the imminent commission of a crime based on the disclosed information; or
  - b) The disclosure is unavoidable and absolutely necessary during the course of the audit, evaluation, or investigation.
2. All information received by the District's Inspector General or information produced or derived from fact finding is confidential and exempt from s.119.07(1) provided the investigation is active. An investigation is active under this section of the Whistle-blower's Act provided that:
- a) It is an ongoing investigation or inquiry or collection of information and evidence and is continuing with a reasonable, good faith anticipation of resolution in the foreseeable future; or
  - b) All or a portion of the matters under investigation or inquiry are active criminal intelligence information or active criminal investigative information as defined in s. 119.011.

An investigation ceases to be active when:

- a) The final written report is sent to the Governing Board; or
  - b) It is determined that an investigation is not necessary.
3. Information or records received or produced under this section which are otherwise confidential under law or exempt from disclosure under Chapter 119, F.S., retain their confidentiality or exemption notwithstanding their disclosure under Sections 1(a) and (b), above.

## **7.0 Adverse Actions Prohibited**

1. The District shall not dismiss, discipline, or take any other adverse personnel action against any District employee because an employee disclosed information under the provisions of this Directive or the Whistle-blower's Act.
2. The District shall not take any adverse action that affects the rights or interests of a person in retaliation for the person's disclosure of whistle-blower information under this Directive or the Whistle-blower's Act.
3. The provisions of this subsection shall not be applicable when an employee or person discloses information known by the employee or person to be false.
4. It is an affirmative defense to any action brought under this Directive or the Whistle-blower's Act that the adverse action was predicated upon grounds other than, and would have been taken absent the employee's or person's disclosure of whistle-blower information.

## **8.0 Filing a Complaint and Request for Hearing and Referral to Division of Administrative Hearings (DOAH)**

1. Any District employee who believes he or she has been discharged, disciplined or otherwise suffered an adverse employment action because he or she has disclosed whistle-blower information in violation of this Directive and Section 112.3187, F.S., may, **within 60 days** of the alleged adverse employment action, file a Complaint and Request for Hearing, in writing, to the District's Human Resources Administrator:

**PLEASE NOTE: If an employee fails to file a Complaint and Request for Hearing within the 60-day time frame allotted in this Directive and in Section 112.3187(8)(b), F.S., the right to a hearing before a DOAH Administrative Law Judge AND the right to proceed in a law suit before a court of law may be forever barred.**

2. Pursuant to Sections 120.569 and 120.57(1), F.S., the Complaint and Request for Hearing must contain the information required in Rule 28-106.201, Florida Administrative Code (Initiation of Proceedings).
3. **Within 15 days** from receipt of the Complaint and Request for Hearing, the District shall determine if it contains substantially all of the information required in Rule 28-106.201, Florida Administrative Code (F.A.C.). If the Petition or Request for Hearing contains all of the required information, the District will, **within the same 15 days**, refer the Complaint and Request for Hearing to the DOAH for assignment to an Administrative Law Judge (ALJ). Once the matter is referred to DOAH, the District shall take no further action on the Petition or Request for Hearing, except as a party, so long as DOAH has jurisdiction in the matter.

If the Petition or Request for Hearing is not in substantial compliance with the requirements of Rule 28-106.201, F.A.C., **within the same 15 days**, the District will dismiss the Complaint and Request for Hearing. Dismissal of a Complaint shall, at least once, be without prejudice to the Employee's filing of a timely, amended Complaint and Request for Hearing.

4. All proceedings conducted before DOAH shall be governed by Sections 120.56 (Decisions which affect substantial interests) and Subsection 120.57(1) (Additional procedures for particular cases), F.S., and Chapter 28-106, F.A.C. (Decisions Determining Substantial Interests). Pursuant to Chapter 28-106, F.A.C., at the conclusion of any hearing, the ALJ shall enter a Recommended Order, including Findings of Fact and Conclusions of Law. **Within 90 days** of entry of the Recommended Order, the District's Executive Director shall enter a Final Order in the matter, accepting, rejecting or modifying the Recommended Order, and including Findings of Fact and Conclusions of Law.

Available remedies are outlined in Section 112.3187(9), F.S., and may include reinstatement and lost wages.

5. In accordance with Section 112.3187(8)(b), F.S., if an employee is not satisfied with the Final Order, he or she may, **within 180 days after entry of the District's Final Order**, bring a civil action in a court of competent jurisdiction. **Please note that failure to file a Complaint in a court of competent jurisdiction within the allotted 180 days may result in the claim being forever time-barred.**
6. Any other person protected by Sections 112.3187 and 112.3188, F.S., may, after exhausting all administrative or contractual remedies, bring a civil action in any court of competent jurisdiction **within 180 days** after the adverse action complained of.

## 9.0 Authority

Sections 112.3187 and 112.3188, Florida Statutes  
Subsection 119.07(1) and Section 119.011, Florida Statutes  
Section 120.569 and Subsection 120.57(1), Florida Statutes  
Chapter 28-106, Florida Administrative Code

## 10.0 Cross References

GBD 23-0003 Fraud Policy

Employee Procedures Manual

Ethics

Whistle Blowers Act

# SUWANNEE RIVER WATER MANAGEMENT DISTRICT

## GOVERNING BOARD DIRECTIVE

Policy Number: GBD23-0004  
Date Approved: \_\_\_\_\_  
Subject: Whistle-Blower's Act  
Approval: \_\_\_\_\_



\_\_\_\_\_  
Virginia S. Johns, Chairman

\_\_\_\_\_  
Charles Keith, Secretary/Treasurer

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### 1.0 Reference to Prior Policy

This directive supersedes GBD12-0007.

### 2.0 Purpose and Intent

The Whistle-blower's Act policy is to implement sections 112.3187, and 112.3188, Florida Statutes (F.S.), by providing a mechanism for District employees, contractors and contractor employees to report violations of the law and protect District employees from adverse employment actions resulting from disclosing Whistle-blower information.

An employee who, in good faith, reports wrongful activity meeting the provisions of this Policy and/or Section 112.3187, F.S. (Whistle-blower's Act), is protected against retaliation for making such a report. The law also provides for the individual's identity to remain confidential. Regardless as to whether or not the provisions of the Whistle-blower's Act are met, it is a violation of this policy for anyone to retaliate against another for reporting, in good faith, allegations of wrongdoing or participating in the investigation of such.

In accordance with Subsection 112.3187(8)(b), F.S., this Directive establishes the following:

1. Disclosure of Whistle-blower Information: A process by which District employees, contractors and contractor employees may disclose, in good faith, violations or suspected violations of law on the part of District employees, agents or contractors that create or present substantial and specific danger to the public's health, safety or welfare; or to disclose acts or suspected acts of gross mismanagement, malfeasance, misfeasance, gross waste of public funds, or gross neglect of duty committed by a District employee, agent or contractor of the District;
2. Investigation of Whistle-blower Information: A process by which such disclosures will be evaluated, investigated and resolved, as appropriate;

3. Maintenance of Confidentiality of Whistle-blower Information: A process providing for the confidentiality of the name and identity of any individual who discloses any information protected in paragraph 1 (above) and all information received, produced, or derived from any investigation associated with such disclosure, until the conclusion of the investigation; and

Prohibition of Adverse Actions: A process prohibiting adverse employment action against District employees in retaliation for disclosures made in good faith and for a proper purpose, and establishing a process by which a District employee may file a complaint of retaliation and the complaint may be heard and resolved.

### **3.0 Definitions**

As used in this Directive, unless otherwise specified, the following words or terms shall have the meanings indicated:

1. Employee - means a person who performs services for, and under the control and direction of, or contracts with, the District or an independent contractor for wages or other remuneration.
2. Adverse personnel action - means the discharge, suspension, transfer, or demotion of any employee or the withholding of bonuses, the reduction in salary or benefits, or any other adverse action taken against a District employee within the terms and conditions of employment by the District.
3. Independent contractor - means a person engaged in any business and who enters into a contract with the District.
4. Gross mismanagement - means a continuous pattern of managerial abuses, wrongful or arbitrary and capricious actions, or fraudulent or criminal conduct that may have a substantial adverse economic impact.

### **4.0 Disclosure of Whistle-blower Information**

The following process is established in order to facilitate disclosure of whistle-blower information.

#### 1. Nature of Information Disclosed

This Directive applies to disclosure of information concerning the following:

- a) Any violation or suspected violation of any federal, state, or local law, rule, or regulation committed by an employee or agent of the District or independent contractor which creates and presents a substantial and specific danger to the public's health, safety, or welfare; or
- b) Any act or suspected act of gross mismanagement, malfeasance, misfeasance, gross waste of public funds, or gross neglect of duty committed by an employee or agent of the District or an independent contractor.

#### 2. How to Disclose Information

District employees, contractors or contractor employees wishing to disclose whistle-blower information must submit the information in a written, signed document to the District's Inspector General. In the event that the whistle-blower information concerns the District's Inspector General, then the information shall be submitted to the District's Governing Board General Counsel.

## 5.0 Investigation of Whistle-blower Information

1. When whistle-blower information is submitted to the District's Inspector General or the Board General Counsel if the whistle-blower information concerns the Inspector General, in which case the Board General Counsel shall follow the process noted below, the District's Inspector General shall determine **within 20 business days after receiving the information**:
  - a) Whether the information disclosed demonstrates reasonable cause to suspect that an employee or agent of the District, or independent contractor:
    - i. has violated any federal, state, or local law, rule, or regulation, thereby creating and presenting a substantial and specific danger to the public's health, safety, or welfare; or
    - ii. has committed an act of gross mismanagement, malfeasance, misfeasance, gross waste of public funds, or gross neglect of duty.
  - b) Whether the source of information is an employee or former employee of the District.
2. If **within 20 business days after receipt of the information** the District's Inspector General determines that the information disclosed is not the type of whistle-blower information described above, or does not demonstrate reasonable cause to suspect that an employee, agent or independent contractor has violated any federal, state, or local law, rule, or regulation, thereby creating and presenting a substantial and specific danger to the public's health, safety, or welfare, or has committed an act of gross mismanagement, malfeasance, misfeasance, gross waste of public funds, or gross neglect of duty, then the District's Inspector General shall notify the person submitting the information of such fact and copy and return, upon request, any documents and other materials that were provided by the person disclosing the information.
3. If **within 20 business days after receipt of the information** the District's Inspector General determines that the information disclosed is the type of information described above, and that the information demonstrates reasonable cause to suspect that an employee or agent of the District or independent contractor has violated any federal, state, or local law, rule, or regulation, thereby creating a substantial and specific danger to the public's health, safety, or welfare, or has committed any act of gross mismanagement, malfeasance, misfeasance, gross waste of public funds, or gross neglect of duty, then the Inspector General shall conduct an investigation, unless the District's Inspector General determines, **within 30 business days after receiving the allegations**, that such investigation is unnecessary.

The District's Inspector General shall consider, but is not limited to, the following factors when deciding whether the investigation is unnecessary:

- a) The gravity of the disclosed information compared to the time and expense of an investigation;
- b) The potential for an investigation to yield recommendations that will make the District more efficient and effective;
- c) The benefit to the District to have a final report on the disclosed information;
- d) Whether the alleged whistle-blower information primarily concerns personnel or employment practices, or violations of any employment-related law, rule or regulation, or District Personnel Guideline;
- e) Whether another agency or contractor may be conducting an investigation and whether any investigation under this section could be duplicative;
- f) The time that has elapsed between the alleged event and the disclosure of the information; and

- g) Whether the allegations have been made in bad faith or for an improper purpose, or whether allegations were made by a District employee after the initiation of a disciplinary- or performance-related action against a District employee.
4. If the District's Inspector General determines that an investigation is not necessary, the Inspector General shall:
    - a) Copy and return, upon request, any documents and other materials provided by the individual who made the disclosure; or
    - b) Inform the Governing Board in writing that an investigation is not necessary and inform the individual who made the disclosure of the specific reasons why an investigation is not necessary and why the disclosure will not be further acted on under this section.
  5. If the District's Inspector General determines that an investigation is necessary, the Inspector General shall **within 60 business days after that determination**:
    - a) Conduct an investigation with respect to the information and any related matters;
    - b) Submit a final written report to the person disclosing the information setting forth the findings, conclusions, and recommendations of the District's Inspector General, except that if an investigation produces evidence of a criminal violation, the report shall not be transmitted to the complainant, and the District's Inspector General shall notify the appropriate legal authority and the Governing Board, subject to appropriate confidentiality requirements; and
    - c) Notify the person submitting the information that he or she may submit comments on the final report to the District's Inspector General within 20 business days of the date of the report and those comments will be attached to the final report.
  6. Final reports must be signed by the District's Inspector General or designee and must include:
    - a) A summary of the information with respect to which the investigation was initiated;
    - b) A description of the conduct of the investigation;
    - c) A summary of any evidence obtained from the investigation;
    - d) A listing of any violation or apparent violation of any law, rule, or regulation; and
    - e) A description of any action that will be recommended as a result of the investigation, such as:
      - i) A change in a District rule, regulation, or procedure;
      - ii) The restoration of an aggrieved employee;
      - iii) A disciplinary action against an employee; or
      - iv) The referral to the Department of Law Enforcement or other legal authority of any evidence of a criminal violation.
  7. The final written report shall be transmitted to the Governing Board.
  8. Any time period set forth in subsections 1 through 6 may be extended in writing by the Governing Board for good cause shown.

## **6.0 Confidentiality of Whistle-blower Information**

1. The name or identity of any individual who discloses information to the District's Inspector General that alleges that an employee or agent of the District, or an independent contractor:
  - a) Has violated or is suspected of having violated any federal, state, or local law, rule, or regulation thereby creating and presenting a substantial and specific danger to the public's health, safety, or welfare; or
  - b) Has committed an act of gross mismanagement, malfeasance, misfeasance, gross waste of public funds, or gross neglect of duty.

The name or identity shall not be disclosed to anyone other than the District's Inspector General without the written consent of the individual unless the Inspector General determines that:

- a) The disclosure of the individual's identity is necessary to prevent a substantial and specific danger to the public's health, safety, or welfare, or to prevent the imminent commission of a crime. Information disclosed under this subsection shall only be disclosed to persons who are in a position to prevent the danger to the public's health, safety, or welfare or to prevent the imminent commission of a crime based on the disclosed information; or
  - b) The disclosure is unavoidable and absolutely necessary during the course of the audit, evaluation, or investigation.
2. All information received by the District's Inspector General, or information produced or derived from fact finding is confidential and exempt from s.119.07(1) provided the investigation is active. An investigation is active under this section of the Whistle-blower's Act provided that:
- a) It is an ongoing investigation or inquiry or collection of information and evidence and is continuing with a reasonable, good faith anticipation of resolution in the foreseeable future; or
  - b) All or a portion of the matters under investigation or inquiry are active criminal intelligence information or active criminal investigative information as defined in s. 119.011.

An investigation ceases to be active when:

- a) The final written report is sent to the Governing Board; or
  - b) It is determined that an investigation is not necessary.
3. Information or records received or produced under this section which are otherwise confidential under law or exempt from disclosure under Chapter 119, F.S., retain their confidentiality or exemption notwithstanding their disclosure under Sections 1(a) and (b), above.

## **7.0 Adverse Actions Prohibited**

1. The District shall not dismiss, discipline, or take any other adverse personnel action against any District employee because an employee disclosed information under the provisions of this Directive or the Whistle-blower's Act.
2. The District shall not take any adverse action that affects the rights or interests of a person in retaliation for the person's disclosure of whistle-blower information under this Directive or the Whistle-blower's Act.
3. The provisions of this subsection shall not be applicable when an employee or person discloses information known by the employee or person to be false.
4. It is an affirmative defense to any action brought under this Directive or the Whistle-blower's Act that the adverse action was predicated upon grounds other than and would have been taken absent the employee's or person's disclosure of whistle-blower information.

## **8.0 Filing a Complaint and Request for Hearing and Referral to Division of Administrative Hearings (DOAH)**

1. Any District employee who believes he or she has been discharged, disciplined or otherwise suffered an adverse employment action because he or she has disclosed whistle-blower information in violation of this Directive and Section 112.3187, F.S., may, **within 60 days** of the alleged adverse employment action, file a Complaint and Request for Hearing, in writing, to the District's Human Resources Administrator:

**PLEASE NOTE: If an employee fails to file a Complaint and Request for Hearing within the 60-day time frame allotted in this Directive and in Section 112.3187(8)(b), F.S., the right to a hearing before a DOAH Administrative Law Judge AND the right to proceed in a lawsuit before a court of law may be forever barred.**

2. Pursuant to Sections 120.569 and 120.57(1), F.S., the Complaint and Request for Hearing must contain the information required in Rule 28-106.201, Florida Administrative Code (Initiation of Proceedings).
3. **Within 15 days** from receipt of the Complaint and Request for Hearing, the District shall determine if it contains substantially all of the information required in Rule 28-106.201, Florida Administrative Code (F.A.C.). If the Petition or Request for Hearing contains all of the required information, the District will, **within the same 15 days**, refer the Complaint and Request for Hearing to the DOAH for assignment to an Administrative Law Judge (ALJ). Once the matter is referred to DOAH, the District shall take no further action on the Petition or Request for Hearing, except as a party, so long as DOAH has jurisdiction in the matter.

If the Petition or Request for Hearing is not in substantial compliance with the requirements of Rule 28-106.201, F.A.C., **within the same 15 days**, the District will dismiss the Complaint and Request for Hearing. Dismissal of a Complaint shall, at least once, be without prejudice to the Employee's filing of a timely, amended Complaint and Request for Hearing.

4. All proceedings conducted before DOAH shall be governed by Sections 120.56 (Decisions which affect substantial interests) and Subsection 120.57(1) (Additional procedures for particular cases), F.S., and Chapter 28-106, F.A.C. (Decisions Determining Substantial Interests). Pursuant to Chapter 28-106, F.A.C., at the conclusion of any hearing, the ALJ shall enter a Recommended Order, including Findings of Fact and Conclusions of Law. **Within 90 days** of entry of the Recommended Order, the District's Executive Director shall enter a Final Order in the matter, accepting, rejecting or modifying the Recommended Order, and including Findings of Fact and Conclusions of Law.

Available remedies are outlined in Section 112.3187(9), F.S., and may include reinstatement and lost wages.

5. In accordance with Section 112.3187(8)(b), F.S., if an employee is not satisfied with the Final Order, he or she may, **within 180 days after entry of the District's Final Order**, bring a civil action in a court of competent jurisdiction. **Please note that failure to file a Complaint in a court of competent jurisdiction within the allotted 180 days may result in the claim being forever time-barred.**
6. Any other person protected by Sections 112.3187 and 112.3188, F.S., may, after exhausting all administrative or contractual remedies, bring a civil action in any court of competent jurisdiction **within 180 days** after the adverse action complained of.

## **9.0 Authority**

- Sections 112.3187 and 112.3188, Florida Statutes
- Subsection 119.07(1) and Section 119.011, Florida Statutes
- Section 120.569 and Subsection 120.57(1), Florida Statutes
- Chapter 28-106, Florida Administrative Code

## **10.0 Cross References**

- GBD 23-0003 Fraud Policy
- Employee Procedures Manual:
  - Ethics
  - Whistle-Blowers Act

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 29, 2022  
RE: August 2023 Financial Report

**RECOMMENDATION**

Approve the August 2023 Financial Report and confirm the expenditures of the District.

**BACKGROUND**

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

PS/tm  
Attachments

**Suwannee River Water Management District  
Cash Report  
August 2023**

| <b>Financial Institution/Account</b>       | <b>Monthly<br/>Interest</b> | <b>Interest<br/>Rate %</b> | <b>Closing<br/>Balance</b>    |
|--------------------------------------------|-----------------------------|----------------------------|-------------------------------|
| First Federal Permit Fee                   | \$0.00                      |                            | \$700.00                      |
| First Federal Accounts Payable             | \$0.00                      |                            | \$35,000.00                   |
| First Federal EFT Disbursements            | \$0.00                      |                            | \$0.00                        |
| First Federal Depository                   | \$623.31                    | 0.08%                      | \$828,705.08                  |
| Special Purpose Investment Account (SPIA)* | <u>\$92,702.66</u>          | 2.73%                      | <u>\$42,620,739.35</u>        |
| TOTAL                                      | <u><u>\$93,325.97</u></u>   |                            | <u><u>\$43,485,144.43</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 August 31, 2023  
(Unaudited)**

|                            | <b>Current<br/>Budget</b> | <b>Actuals<br/>Through<br/>8/31/2023</b> | <b>Variance<br/>(Under)/Over<br/>Budget</b> | <b>Actuals As A<br/>% of Budget</b> |
|----------------------------|---------------------------|------------------------------------------|---------------------------------------------|-------------------------------------|
| <b>Sources</b>             |                           |                                          |                                             |                                     |
| Ad Valorem Property Taxes  | \$ 6,525,588              | \$ 6,657,598                             | \$ 132,010                                  | 102.0%                              |
| Intergovernmental Revenues | \$ 52,029,453             | \$ 13,735,200                            | \$ (38,294,253)                             | 26.4%                               |
| Interest on Invested Funds | \$ 130,000                | \$ 711,342                               | \$ 581,342                                  | 547.2%                              |
| License and Permit Fees    | \$ 163,000                | \$ 290,092                               | \$ 127,092                                  | 178.0%                              |
| Other                      | \$ 1,086,480              | \$ 2,600,152                             | \$ 1,513,672                                | 239.3%                              |
| Fund Balance <sup>1</sup>  | \$ 11,358,880             | \$ 1,210,501                             | \$ (10,148,379)                             | 10.7%                               |
| <b>Total Sources</b>       | <b>\$ 71,293,401</b>      | <b>\$ 25,204,886</b>                     | <b>\$ (46,088,515)</b>                      | <b>35.4%</b>                        |

|                                              | <b>Current<br/>Budget</b> | <b>Expenditures</b>  | <b>Encumbrances <sup>2</sup></b> | <b>Available<br/>Budget</b> | <b>%Expended</b> | <b>%Obligated <sup>3</sup></b> |
|----------------------------------------------|---------------------------|----------------------|----------------------------------|-----------------------------|------------------|--------------------------------|
| <b>Uses</b>                                  |                           |                      |                                  |                             |                  |                                |
| Water Resources Planning and Monitoring      | \$ 12,179,535             | \$ 5,378,821         | \$ 5,243,754                     | \$ 1,556,960                | 44%              | 87%                            |
| Acquisition, Restoration and Public Works    | \$ 48,736,400             | \$ 8,050,073         | \$ 37,208,516                    | \$ 3,477,811                | 17%              | 93%                            |
| Operation and Maintenance of Lands and Works | \$ 6,283,343              | \$ 4,035,729         | \$ 766,005                       | \$ 1,481,609                | 64%              | 76%                            |
| Regulation                                   | \$ 2,040,044              | \$ 1,378,718         | \$ 40,868                        | \$ 620,458                  | 68%              | 70%                            |
| Outreach                                     | \$ 216,027                | \$ 203,431           | \$ 6,050                         | \$ 6,546                    | 94%              | 97%                            |
| Management and Administration                | \$ 1,838,052              | \$ 1,436,806         | \$ 49,958                        | \$ 351,289                  | 78%              | 81%                            |
| <b>Total Uses</b>                            | <b>\$ 71,293,401</b>      | <b>\$ 20,483,578</b> | <b>\$ 43,315,150</b>             | <b>\$ 7,494,673</b>         | <b>29%</b>       | <b>89%</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 August 31, 2023 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 8/31/2023**

|                                                  | Y-T-D<br>ACTUAL   | ENCUMBRANCE         | ANNUAL<br>BUDGET  |
|--------------------------------------------------|-------------------|---------------------|-------------------|
| <b><u>Report Recap -</u></b>                     |                   |                     |                   |
| <b>REVENUES</b>                                  |                   |                     |                   |
| DISTRICT REVENUES                                | 10,259,185        | 0                   | 7,905,068         |
| LOCAL REVENUES                                   | 0                 | 0                   | 0                 |
| STATE REVENUES                                   | 12,533,600        | 0                   | 33,901,473        |
| FEDERAL REVENUES                                 | 1,201,600         | 0                   | 18,127,980        |
| FUND BALANCE UTILIZATION                         | 1,210,501         | 0                   | 11,358,880        |
| <b>TOTAL REVENUES</b>                            | <b>25,204,886</b> | <b>0</b>            | <b>71,293,401</b> |
| <b>EXPENDITURES</b>                              |                   |                     |                   |
| SALARIES AND BENEFITS                            | 5,783,407         | 0                   | 7,483,656         |
| CONTRACTUAL SERVICES                             | 8,052,427         | 14,688,957          | 21,716,230        |
| OPERATING EXPENDITURES                           | 1,388,233         | 231,924             | 2,277,800         |
| OPERATING CAPITAL OUTLAY                         | 42,513            | 50,988              | 283,044           |
| FIXED CAPITAL OUTLAY                             | 189,498           | 258,173             | 4,766,000         |
| INTERAGENCY EXPENDITURES                         | 5,027,500         | 28,085,108          | 34,766,671        |
| <b>TOTAL EXPENDITURES</b>                        | <b>20,483,578</b> | <b>43,315,150</b>   | <b>71,293,401</b> |
| <b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b> | <b>4,721,308</b>  | <b>(43,315,150)</b> | <b>0</b>          |
| <b><u>General Fund -</u></b>                     |                   |                     |                   |
| <b>REVENUES</b>                                  |                   |                     |                   |
| DISTRICT REVENUES                                | 7,653,446         | 0                   | 5,645,906         |
| LOCAL REVENUES                                   | 0                 | 0                   | 0                 |
| STATE REVENUES                                   | 2,740,000         | 0                   | 2,740,000         |
| FEDERAL REVENUES                                 | 0                 | 0                   | 0                 |
| FUND BALANCE UTILIZATION                         | 0                 | 0                   | 2,018,723         |
| <b>TOTAL REVENUES</b>                            | <b>10,393,446</b> | <b>0</b>            | <b>10,404,629</b> |
| <b>EXPENDITURES</b>                              |                   |                     |                   |
| SALARIES AND BENEFITS                            | 4,453,700         | 0                   | 5,635,346         |
| CONTRACTUAL SERVICES                             | 733,892           | 420,888             | 2,378,602         |
| OPERATING EXPENDITURES                           | 917,098           | 150,720             | 1,429,573         |
| OPERATING CAPITAL OUTLAY                         | 29,178            | 12,419              | 170,608           |
| FIXED CAPITAL OUTLAY                             | 0                 | 0                   | 0                 |
| INTERAGENCY EXPENDITURES                         | 237,515           | 225,385             | 790,500           |
| <b>TOTAL EXPENDITURES</b>                        | <b>6,371,383</b>  | <b>809,412</b>      | <b>10,404,629</b> |
| <b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b> | <b>4,022,063</b>  | <b>(809,412)</b>    | <b>0</b>          |
| <b><u>Land Management Operations -</u></b>       |                   |                     |                   |
| <b>REVENUES</b>                                  |                   |                     |                   |
| DISTRICT REVENUES                                | 2,458,192         | 0                   | 2,259,162         |
| LOCAL REVENUES                                   | 0                 | 0                   | 0                 |
| STATE REVENUES                                   | 2,339,437         | 0                   | 2,291,119         |
| FEDERAL REVENUES                                 | 58,791            | 0                   | 40,000            |
| FUND BALANCE UTILIZATION                         | 0                 | 0                   | 1,988,062         |
| <b>TOTAL REVENUES</b>                            | <b>4,856,420</b>  | <b>0</b>            | <b>6,578,343</b>  |
| <b>EXPENDITURES</b>                              |                   |                     |                   |
| SALARIES AND BENEFITS                            | 759,482           | 0                   | 959,447           |
| CONTRACTUAL SERVICES                             | 2,115,250         | 380,486             | 3,089,398         |
| OPERATING EXPENDITURES                           | 448,846           | 77,294              | 776,227           |
| OPERATING CAPITAL OUTLAY                         | 13,335            | 38,569              | 112,436           |
| FIXED CAPITAL OUTLAY                             | 189,498           | 24,500              | 766,000           |
| INTERAGENCY EXPENDITURES                         | 512,880           | 245,156             | 874,835           |
| <b>TOTAL EXPENDITURES</b>                        | <b>4,039,291</b>  | <b>766,005</b>      | <b>6,578,343</b>  |
| <b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b> | <b>817,129</b>    | <b>(766,005)</b>    | <b>0</b>          |

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT**  
**STATEMENT OF ACTIVITY - REVENUE AND EXPENSE ROLLUP (UNAUDITED)**  
**FOR 8/31/2023**

|                                                  | Y-T-D<br>ACTUAL   | ENCUMBRANCE         | ANNUAL<br>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                         | 1,028,541         | 0                   | 5,033,941         |
| <b>TOTAL REVENUES</b>                            | <b>1,028,541</b>  | <b>0</b>            | <b>5,033,941</b>  |
| <b>EXPENDITURES</b>                              |                   |                     |                   |
| SALARIES AND BENEFITS                            | 0                 | 0                   | 0                 |
| CONTRACTUAL SERVICES                             | 715,815           | 1,149,381           | 2,050,000         |
| OPERATING EXPENDITURES                           | 0                 | 0                   | 30,000            |
| OPERATING CAPITAL OUTLAY                         | 0                 | 0                   | 0                 |
| FIXED CAPITAL OUTLAY                             | 0                 | 0                   | 0                 |
| INTERAGENCY EXPENDITURES                         | 312,726           | 1,536,017           | 2,953,941         |
| <b>TOTAL EXPENDITURES</b>                        | <b>1,028,541</b>  | <b>2,685,398</b>    | <b>5,033,941</b>  |
| <b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b> | <b>0</b>          | <b>(2,685,398)</b>  | <b>0</b>          |
| <b><u>State Special Revenue -</u></b>            |                   |                     |                   |
| <b>REVENUES</b>                                  |                   |                     |                   |
| DISTRICT REVENUES                                | 147,546           | 0                   | 0                 |
| LOCAL REVENUES                                   | 0                 | 0                   | 0                 |
| STATE REVENUES                                   | 7,454,164         | 0                   | 28,870,354        |
| FEDERAL REVENUES                                 | 0                 | 0                   | 0                 |
| FUND BALANCE UTILIZATION                         | 181,960           | 0                   | 2,318,154         |
| <b>TOTAL REVENUES</b>                            | <b>7,783,670</b>  | <b>0</b>            | <b>31,188,508</b> |
| <b>EXPENDITURES</b>                              |                   |                     |                   |
| SALARIES AND BENEFITS                            | 562,827           | 0                   | 872,863           |
| CONTRACTUAL SERVICES                             | 3,583,767         | 7,904,658           | 9,614,000         |
| OPERATING EXPENDITURES                           | 19,239            | 3,910               | 36,000            |
| OPERATING CAPITAL OUTLAY                         | 0                 | 0                   | 0                 |
| FIXED CAPITAL OUTLAY                             | 0                 | 233,672             | 4,000,000         |
| INTERAGENCY EXPENDITURES                         | 3,694,339         | 12,629,290          | 16,665,645        |
| <b>TOTAL EXPENDITURES</b>                        | <b>7,860,172</b>  | <b>20,771,530</b>   | <b>31,188,508</b> |
| <b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b> | <b>(76,502) *</b> | <b>(20,771,530)</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                   | 0                 |
| LOCAL REVENUES                                   | 0                 | 0                   | 0                 |
| STATE REVENUES                                   | 0                 | 0                   | 0                 |
| FEDERAL REVENUES                                 | 1,142,809         | 0                   | 18,087,980        |
| FUND BALANCE UTILIZATION                         | 0                 | 0                   | 0                 |
| <b>TOTAL REVENUES</b>                            | <b>1,142,809</b>  | <b>0</b>            | <b>18,087,980</b> |
| <b>EXPENDITURES</b>                              |                   |                     |                   |
| SALARIES AND BENEFITS                            | 7,397             | 0                   | 16,000            |
| CONTRACTUAL SERVICES                             | 903,702           | 4,833,543           | 4,584,230         |
| OPERATING EXPENDITURES                           | 3,051             | 0                   | 6,000             |
| OPERATING CAPITAL OUTLAY                         | 0                 | 0                   | 0                 |
| FIXED CAPITAL OUTLAY                             | 0                 | 0                   | 0                 |
| INTERAGENCY EXPENDITURES                         | 270,040           | 13,449,260          | 13,481,750        |
| <b>TOTAL EXPENDITURES</b>                        | <b>1,184,190</b>  | <b>18,282,803</b>   | <b>18,087,980</b> |
| <b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b> | <b>(41,381) *</b> | <b>(18,282,803)</b> | <b>0</b>          |
| <i>*To be reimbursed by Federal Grants</i>       |                   |                     |                   |

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Kelly Wooley, Human Resource Specialist, Office of Human Resources

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

DATE: September 29, 2023

RE: Employee Health Care Insurance Coverages for Calendar Year 2024

**RECOMMENDATION**

Approve the renewal of the employee health, dental, vision, group term life, and long-term disability insurance coverage for Calendar Year 2024.

**BACKGROUND**

The District's current health insurance program is with Blue Cross Blue Shield of Florida, a fully insured plan offering a package of plan options similar to the structure available to employees of the State of Florida.

The District offers five health plans for employees to choose from:

1. A traditional PPO plan with Health Reimbursement Account;
2. A traditional HMO plan with Health Reimbursement Account;
3. A consumer-driven, high deductible, plan with a Health Savings Account;
4. A consumer-driven, moderate plan with Health Reimbursement Account; and
5. A high deductible HMO plan compatible with a Health Savings Account

Preliminary renewal rates for the five health plans included a nine percent increase. However, the District's broker, Gallagher & Co., negotiated this increase down to a rate hold for the 2024 calendar year.

The District's dental plan rate increased by fifteen percent, before Gallagher & Co. arbitrated a smaller increase of ten percent.

Life, Vision, and Long-Term Disability benefits will continue at the negotiated rate hold from 2022.

The total estimated cost increase for calendar year 2024 is \$5,262, due to dental coverage. This increase is requested be absorbed by the District as dental coverage is offered to its 68 employees at no cost. The actual cost increase may change after the annual enrollment period due to changes in plan selections.

Under the Health Insurance Portability and Accountability Act, the District is required to hold an annual enrollment. District staff propose to start the annual enrollment period in October 2023 and give employees and retirees at least 30 days to review their options. The annual enrollment allows employees and retirees to discuss coverage details with the company representatives, update insurance options, including the supplemental insurance products offered through the District, and make changes to dependent coverage.

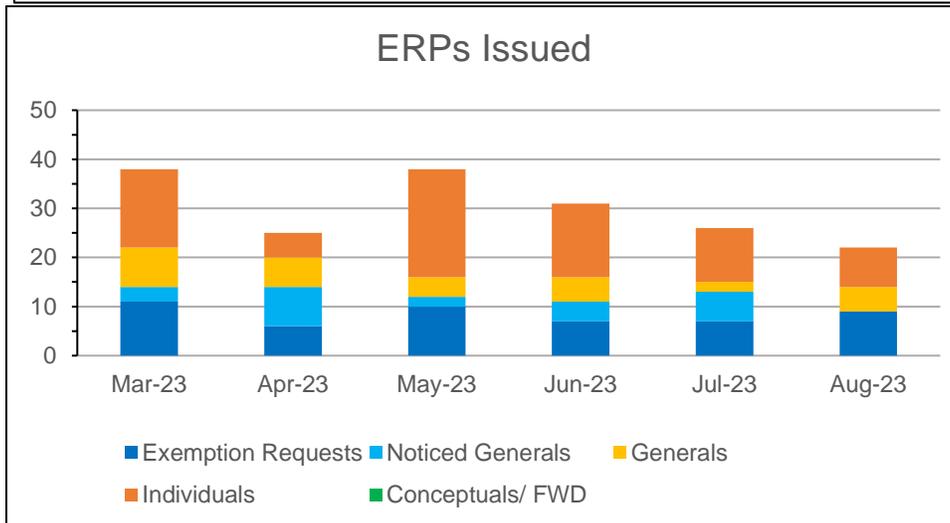
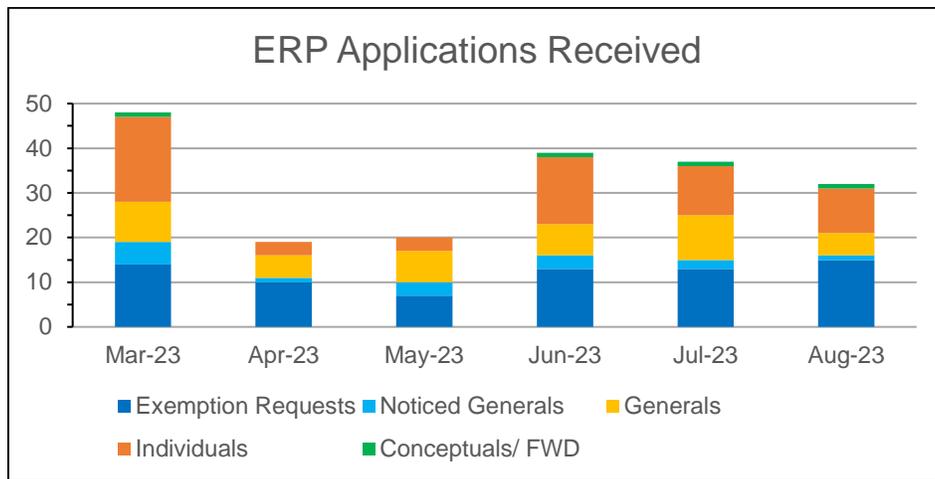
Funding for the District's health care insurance coverages are included in the Fiscal Year 2023-2024 (FY 2024) Final Budget and will be included in the FY 2024 Tentative Budget.

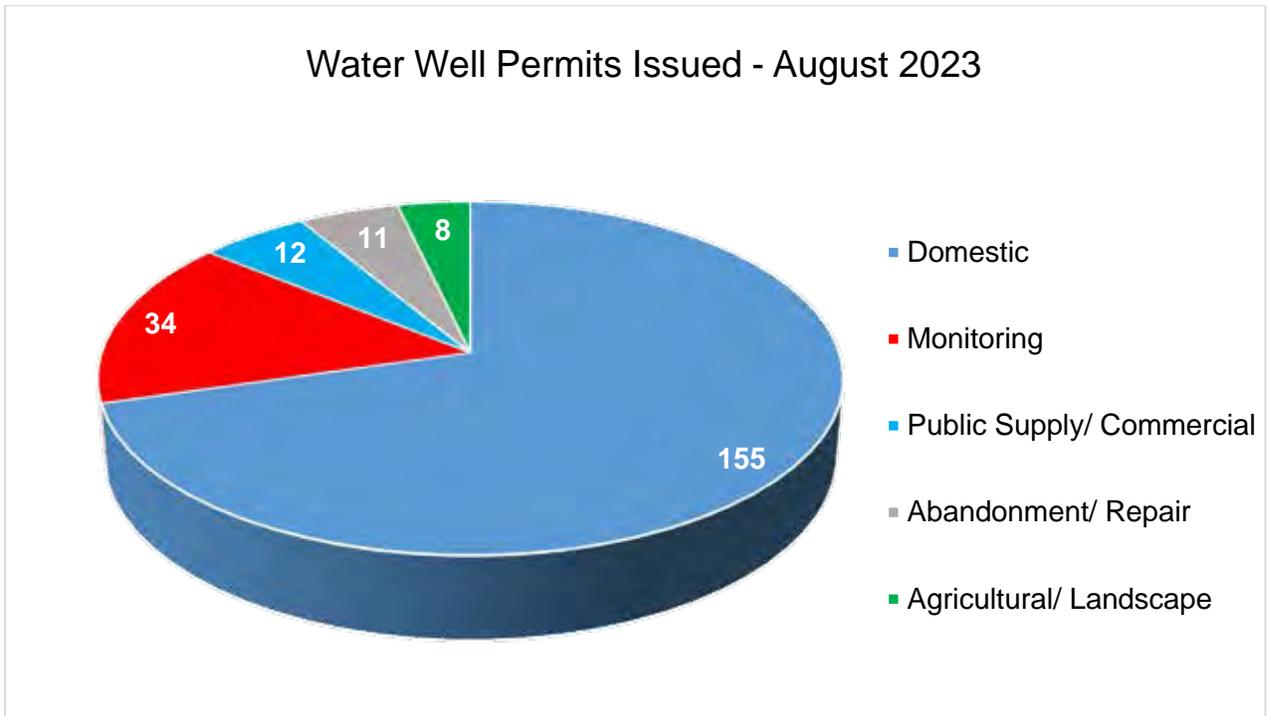
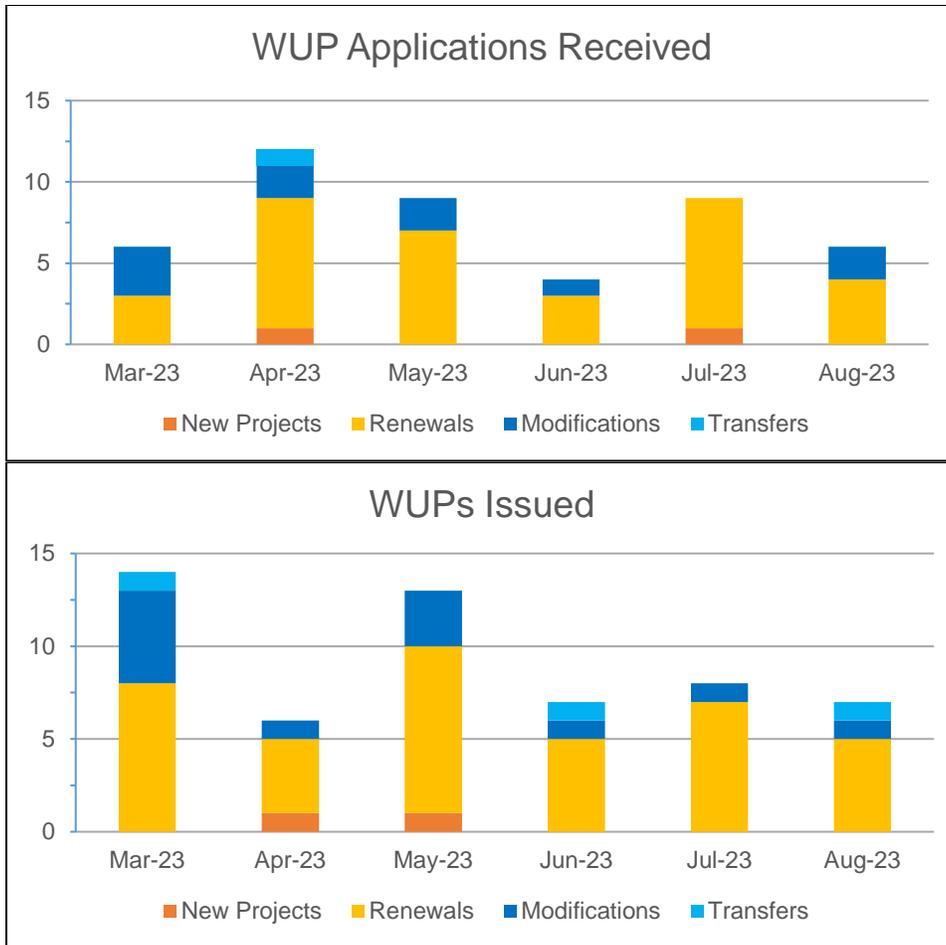
KW/tm

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 29, 2023  
RE: Permitting Summary Report





**40B-1.1010 Point of Entry into Proceedings**

|                              |           |                              |  |
|------------------------------|-----------|------------------------------|--|
| GB Authorized Rulemaking     | 2/14/2023 | GB Authorized Rulemaking     |  |
| Notice of Rule Development   |           | Notice of Rule Development   |  |
| Public Workshop              |           | Public Workshop              |  |
| Notice of Proposed Rule      |           | Notice of Proposed Rule      |  |
| Notice of Correction/ Change |           | Notice of Correction/ Change |  |
| File with DOS                |           | File with DOS                |  |
| <b>Effective Date</b>        |           | <b>Effective Date</b>        |  |

**ERP/ WUP Compliance Agreements:** None to report

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 29, 2023

RE: Renewal of Water Use Permit 2-007-216650-3, City of Starke, Bradford County

**RECOMMENDATION**

Approve the renewal of Water Use Permit number 2-007-216650-3 with seventeen standard conditions and seven special limiting conditions to the City of Starke in Bradford County.

**BACKGROUND**

This is a renewal of an existing public supply water use permit for the City of Starke, which is located at the intersection of US Highway 301 and State Road 100 in eastern Bradford County. The City's utility supplies potable water to its approximately 6300 residents and 671 commercial/industrial/institutional connections from two water treatment facilities, the Water Tower Plant and the Southwest Plant. The Water Tower Plant located on Pratt Street operates two wells (Station IDs 119146 and 119147) and the Southwest Plant located on County Road 100A operates one well (Station ID 121375). Residential water use accounts for approximately 55 percent of the water demand. The utility's 1.3026 million gallons per day groundwater allocation remains unchanged from its last renewal in 2018.

All active wells will be monitored with totalizing flowmeters. There have been no reports of interference or observed harm to water resources associated with the utility's continued withdrawals. The withdrawals do impact the Lower Santa Fe River (LSFI) and, pursuant to the LSFI minimum flow and level recovery strategy, the permit renewal is limited to five years. Staff has determined that the application is complete and satisfies the conditions for issuance in Chapter 40B-2, F.A.C.

WZ/tm  
Attachments

WATER USE TECHNICAL STAFF REPORT  
14-Sep-2023  
APPLICATION NO.: 2-007-216650-3

**Owner:** Russell Mullins  
City of Starke  
209 N Thompson St  
Starke, FL 32091-3312  
(904) 964-5027

**Applicant:** Russell Mullins  
City of Starke  
209 N Thompson St  
Starke, FL 32091-3312  
(904) 964-5027

**Agent:** Not Applicable

**Compliance Contact:** Bernard Carter  
City of Waldo  
14450 NE 148th Ave  
Waldo, FL 32694-4730  
(352) 468-1001

**Project Name:** City of Starke  
**County:** Bradford

**WSPA:** Yes

**Objectors:** No

**Authorization Statement:**

The permittee is authorized to withdraw a maximum of 1.3026 mgd of groundwater for public supply use.

**Recommendation:** Approval

**Reviewers:** David King

| Allocation Summary                           |                                              |                                             |
|----------------------------------------------|----------------------------------------------|---------------------------------------------|
| Average Daily Rate (Million Gallons Per Day) | Freeze Protection (Million Gallons Per Year) | Allocation Change (Million Gallons Per Day) |
| 1.3026                                       | n/a                                          | 0.0000                                      |

**Recommended Permit Duration and Compliance Reporting:** 5-year permit duration; consistent with the regulatory component of the Lower Santa Fe River/ Ichetucknee River MFL recovery strategy

**USE STATUS:** This is a renewal of an existing public supply use.

**PROJECT DESCRIPTION:**

The City of Starke is located in eastern Bradford County along US-301. The City supplies water for up to 2270 residential connections (some outside city limits) and 671 commercial/ industrial/ institutional connections, from three wells (Station IDs 119146, 119147 and 121375). Residential water use accounts for approximately 55 percent of the water demand.

The City will report monthly water use online biennially using District form EN-50.

**WATER USE CALCULATIONS:**

The allocation for the City of Starke is based on twenty-year population growth estimates. Historically, population growth for Starke has been virtually flat (based on the 1980-2012 Revised County Datasheet and Bureau of Economic and Business Research (BEBR) Florida estimates of 2011-2012 population), and future growth is expected to remain flat. The same BEBR data for Bradford County indicates a county population growth rate of approximately 1% since 1980, with a projected 1% annual growth rate. Both BEBR data sets were considered and a conservative 0.5% annual population growth was used to determine the 2028 public supply water demands for this project.

The per capita demand for residential use was based on the applicant's requested 80 gallons per person per day and was applied based on the 0.5% annual population growth for the duration of the permit. The per capita demand for the schools and technical college was based on the industry standard 5.5 gallons per person per day and was applied based on the 0.5% annual population growth for the duration of the permit.

**PERMIT APPLICATION REVIEW:**

Staff have determined this application meets the conditions for issuance set forth in section 373.223, Florida Statutes, and rule 40B-2.301, Florida Administrative Code. A summary of the staff review is provided below:

Project withdrawals were modeled and showed a simulated maximum Upper Floridan aquifer drawdown of less than 0.5 feet. Therefore, continued groundwater withdrawals at this project are not expected to interfere with any presently existing legal uses of water.

The permittee will continue to maintain the existing water conservation plan dated June 2018, which incorporates a standard water conservation plan for public supply use that includes a tiered rate structure, posting both indoor and outdoor water conservation information on the website and in customer bills, and maintaining a landscape ordinance in accordance with District rules. The current water conservation results in an 80 gallons residential per capita day.

Staff evaluated wetland and natural systems at the City of Starke site. Based on field observations and a review of NRCS soil database, staff does not expect this proposed use of groundwater to cause harm to crops and other types of vegetation, including wetlands and other surface waters, or cause damage to the habitat of endangered or threatened species at the site or adjacent properties for the duration of the permit.

As this renewal does not include an increase in allocation, the proposed withdrawals are in accordance with MFLs and MFL recovery strategies pursuant to Chapters 62-42 and 40B-8, F.A.C.; and Emergency Rule 40BER17-01. Additionally, cumulative reductions in flow from the allocation were evaluated at the Outstanding Florida Springs (OFS) and no measurable reductions were recorded. No OFS listed in 40BER17-01 has an estimated cumulative flow decline of 9.9%.

**WITHDRAWAL POINT INFORMATION:**

**Site Name:** City of Starke

| <b>Well Details</b> |                     |                                 |                        |               |                 |
|---------------------|---------------------|---------------------------------|------------------------|---------------|-----------------|
| <b>District ID</b>  | <b>Station Name</b> | <b>Casing Diameter (inches)</b> | <b>Source Name</b>     | <b>Status</b> | <b>Use Type</b> |
| 119146              | Pratt Street Well   | 18                              | Upper Floridan Aquifer | Active        | Public Supply   |
| 119147              | Lake Street Well    | 12                              | Upper Floridan Aquifer | Active        | Public Supply   |
| 121375              | SW Plant Well       | 12                              | Upper Floridan Aquifer | Active        | Public Supply   |

**Conditions**

1. All water uses authorized by this permit shall be implemented as conditioned by this permit, including any documents incorporated by reference in a permit condition. The District may revoke this permit, in whole or in part, or take enforcement action, pursuant to sections 373.136 or 373.243, F.S., unless a permit modification has been obtained. The permittee shall immediately notify the District in writing of any previously submitted information that is later discovered to be inaccurate.
2. This permit does not convey to the permittee any property rights or privileges other than those specified herein, nor relieve the permittee from complying with any applicable local government, state, or federal law, rule, or ordinance.
3. The permittee shall notify the District in writing within 30 days of any sale, transfer, or conveyance of ownership or any other loss of permitted legal control of the Project and / or related facilities from which the permitted water use is made. Where the permittee's control of the land subject to the permit was demonstrated through a lease, the permittee must either submit documentation showing that it continues to have legal control or transfer control of the permitted system / project to the new landowner or new lessee. All transfers of ownership are subject to the requirements of section 40B-2.351, F.A.C. Alternatively, the permittee may surrender the water use permit to the District, thereby relinquishing the right to conduct any activities under the permit.

4. Nothing in this permit should be construed to limit the authority of the District to declare a water shortage and issue orders pursuant to chapter 373, F.S. In the event of a declared water shortage, the permittee must adhere to the water shortage restrictions, as specified by the District. The permittee is advised that during a water shortage, reports shall be submitted as required by District rule or order.
5. With advance notice to the permittee, District staff with proper identification shall have permission to enter, inspect, observe, collect samples, and take measurements of permitted facilities to determine compliance with the permit conditions and permitted plans and specifications. The permittee shall either accompany District staff onto the property or make provision for access onto the property.
6. A permittee may seek modification of any term of an unexpired permit. The permittee is advised that section 373.239, F.S., and section 40B-2.331, F.A.C., are applicable to permit modifications.
7. This permit shall expire on **10/11/2028**. The permittee must submit the appropriate application form incorporated and the required fee to the District pursuant to section 40B-2.361, F.A.C., up to one year prior to this expiration date in order to continue the use of water.
8. Use classification is **Public Supply**.
9. Source classification is **Groundwater**.
10. The permitted water withdrawal facilities consist of the stations in the Withdrawal Point Information table(s).
11. The permittee must mitigate interference with existing legal uses caused in whole or in part by the permittee's withdrawals, consistent with a District-approved mitigation plan. As necessary to offset such interference, mitigation may include, but is not limited to, reducing pumpage, replacing the existing legal user's withdrawal equipment, relocating wells, changing withdrawal source, supplying water to existing legal user, or other means needed to mitigate the impacts.
12. The permittee must mitigate harm to existing off-site land uses caused by the permittee's withdrawals. When harm occurs, or is imminent, the permittee must modify withdrawal rates or mitigate the harm.
13. The permittee must mitigate harm to the natural resources caused by the permittee's withdrawals. When harm occurs or is imminent, the permittee must modify withdrawal rates or mitigate the harm.
14. If any condition of the permit is violated, the permittee shall be subject to enforcement action pursuant to chapter 373, F.S.
15. All correspondence sent to the District regarding this permit must include the permit number (**2-007-216650-3**).

16. The permittee must notify the District in writing prior to implementing any changes in the water use that may alter the permit allocations. Such changes include, but are not limited to, change in irrigated acreage, crop type, irrigation system, water treatment method, or entry into one or more large water use agreements. In the event a proposed change will alter the allocation, permittee must first obtain a permit modification.
17. The District reserves the right to open this permit, following notice to the permittee, to include a permit condition prohibiting withdrawals for resource protection.
18. The permittee shall implement and/or maintain the conservation practices selected in the Water Conservation Plan submitted to the District. Any new practices selected shall be implemented within one year from the date of permit issuance. Practices that involve scheduling methods or maintenance shall be documented. Documentation for implementation and/or maintenance shall be maintained on all practices and available upon request.
19. Following the effective date of the re-evaluated Minimum Flows and Levels adopted pursuant to Rule 62-42.300(1)(e), F.A.C., this permit is subject to modification during the term of the permit, upon reasonable notice by the District to the permittee, to achieve compliance with any approved MFL recovery or prevention strategy for the Lower Santa Fe River, Ichetucknee River, and Associated Priority Springs. Nothing herein shall be construed to alter the District's authority to modify a permit under circumstances not addressed in this condition.
20. The permittee shall maintain all totalizing flow meters. In case of failure or breakdown of any meter, the District shall be notified in writing within five days of its discovery. A defective meter shall be repaired or replaced within 30 days of its discovery.
21. The permittee shall have all flow meters checked for accuracy once every five years within 30 days of the anniversary date of the issuance of this permit. The meters must be recalibrated if the difference between the actual flow and the meter is greater than five percent.
22. Total withdrawal from wells Pratt Street (Station ID 119146), SW Plant (Station ID 121375) and Lake Street (Station ID 119147), must be recorded continuously, totaled monthly, and reported to the District at least every six months for the duration of this permit using Water Use Pumpage Report Form (EN-50). The meter reading or quantity withdrawn must be reported in gallons and should be submitted on-line at <https://permitting.sjrwmd.com/srep/#/ep> whenever possible. Reporting is required, even if there is no use.

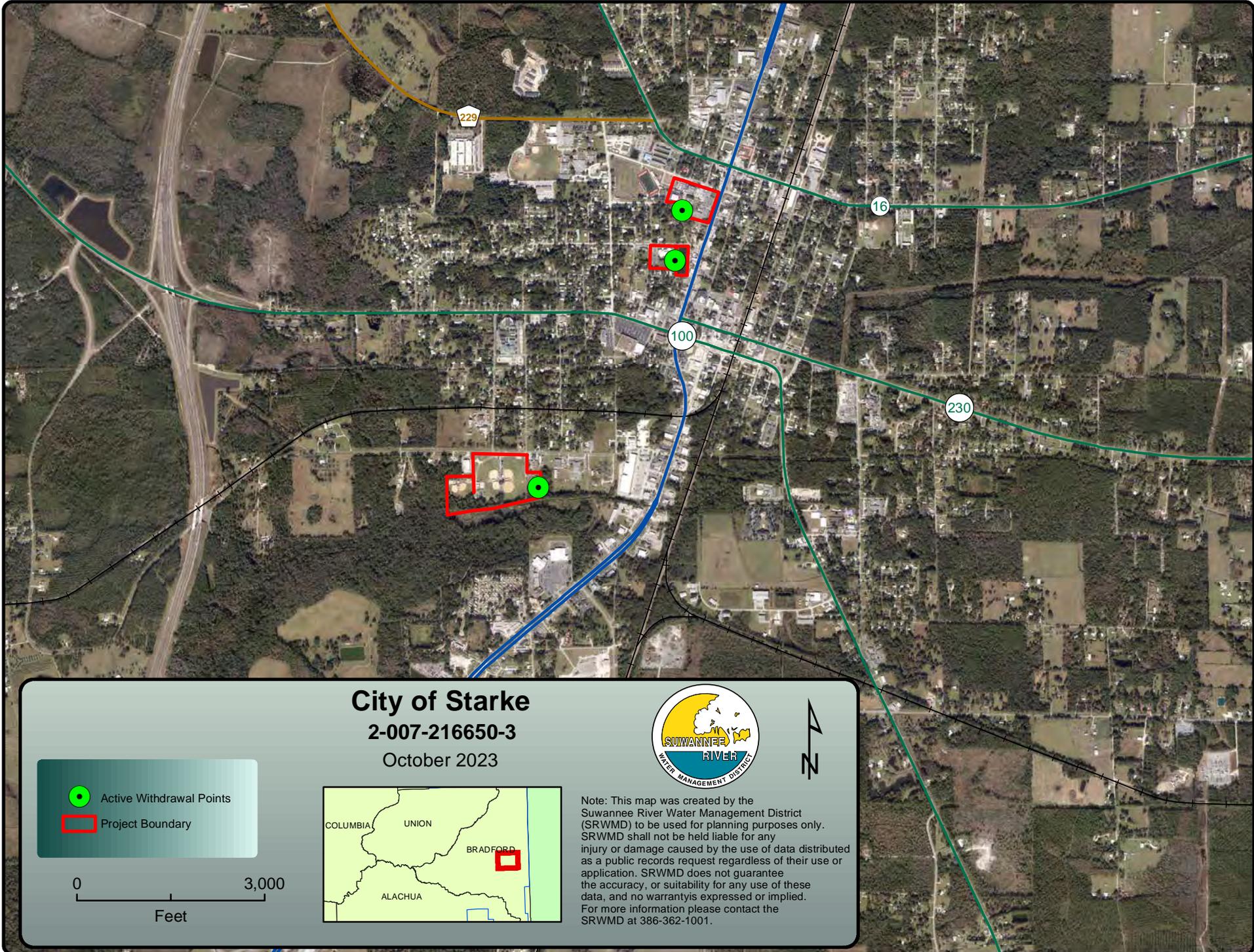
The reporting dates each year will be as follows:

| Reporting Period | Report Due Date |
|------------------|-----------------|
|------------------|-----------------|

|                |         |
|----------------|---------|
| January - June | July 31 |
|----------------|---------|

|                 |            |
|-----------------|------------|
| July - December | January 31 |
|-----------------|------------|

23. The permittee shall notify the District of any change in service area within 30 days of change in boundary.
24. The permittee is authorized to withdraw a maximum of 1.3026 mgd of groundwater for public supply use. Daily allocations are calculated on an average annual basis.



# City of Starke

2-007-216650-3

October 2023



● Active Withdrawal Points  
 Project Boundary



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: Warren Zwanka, Director, Division of Resource Management

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

DATE: September 29, 2023

RE: Renewal of Water Use Permit 2-121-216465-8, Southern Cross Dairy, Suwannee County

**RECOMMENDATION**

Approve the renewal of Water Use Permit number 2-121-216465-8 with eighteen standard conditions and nine special limiting conditions to David Temple of Southern Cross Dairy, LLC in Suwannee County.

**BACKGROUND**

This application is for a renewal of an existing agricultural water use permit. The Southern Cross Dairy project is located on 137<sup>th</sup> Road, approximately 13 miles southwest of Live Oak, in Suwannee County. The permittee uses groundwater from two wells to irrigate a corn/corn/rye or corn/sorghum/rye rotation through center pivot irrigation. The permittee also uses groundwater from four additional wells to provide the watering needs for approximately 7,000 milking cows, 1,000 dry cows, and 100 springer cows. The GIS-based Water Resources and Agricultural Permitting and Planning System irrigation model was used to determine the 0.3173 million gallons per day (mgd) 1-in-10-year drought supplemental irrigation demand, and industry standards were used to determine the 1.0770 mgd livestock allocation. The total permitted allocation is 1.1800 mgd, a 0.3079 mgd or 26% increase from the previous sequence. The permitted allocation includes the use of approximately 0.2143 mgd of recirculated lagoon effluent for supplemental crop irrigation.

All active wells eight inches or greater in diameter will be monitored using electric consumption data. There have been no reports of interference or observed harm to water resources associated with previous withdrawals at this project, and based on simulated Upper Floridan aquifer drawdown staff does anticipate impacts resulting from the proposed additional withdrawals. Staff has determined that the application is complete and satisfies the conditions for issuance in Chapter 40B-2, F.A.C.

WZ/tm  
Attachments

WATER USE TECHNICAL STAFF REPORT  
08-Sep-2023  
APPLICATION NO.: 2-121-216465-8

**Owner:** David Temple  
Southern Cross Dairy, LLC  
20078 137th Road  
O'Brien, FL 32071  
(352) 213-7013

**Applicant:** Same as Owner

**Agent:** Not Applicable

**Compliance Contact:** David Temple  
Southern Cross Dairy, LLC  
20078 137th Road  
O'Brien, FL 32071  
(352) 213-7013

**Project Name:** Southern Cross Dairy, LLC  
**County:** Suwannee

**WSPA:** Yes  
**Objectors:** No

**Authorization Statement:**

The permittee is authorized to withdraw a maximum of 0.1031 mgd of groundwater for supplemental irrigation of corn/sorghum/rye, or 0.0847 mgd of groundwater for supplemental irrigation of corn/corn/rye, and 0.2143 mgd of recovered effluent water from the dairy lagoon. The permittee is also authorized to withdraw 0.1071 mgd of groundwater as a back-up supply to dairy lagoon effluent water. Daily allocations are calculated on an average annual basis and the maximum allocation is only authorized during 1-in-10-year drought conditions. The permittee is also authorized to withdraw a maximum of 1.0770 mgd of groundwater for dairy livestock uses.

**Recommendation:** Approval

**Reviewers:** Pamela Sanders; David King

| <b>Allocation Summary</b>                           |                                                     |                                                    |
|-----------------------------------------------------|-----------------------------------------------------|----------------------------------------------------|
| <b>Average Daily Rate (Million Gallons Per Day)</b> | <b>Freeze Protection (Million Gallons Per Year)</b> | <b>Allocation Change (Million Gallons Per Day)</b> |
| 1.1800                                              | n/a                                                 | 0.3079                                             |

**Permit Expiration:** 20-year permit duration.

**ACTION REQUESTED:** Renewal of an existing permit.

**PROJECT DESCRIPTION:**

This project is located approximately nine miles northwest of Branford and approximately two miles northeast of CR-349 in Suwannee County and consists of 327 controlled and 203 irrigated acres. The project previously consisted of approximately 95 irrigated acres of corn, millet, carrots, and provided the watering needs for a combination of approximately 8,895 head of dairy and beef cattle. The permittee will expand the dairy operation to replace beef cattle. Groundwater from an existing 12-in diameter well (Station ID 121351) and an existing 10-in diameter well (Station ID 122163) is used irrigate rotations of corn, sorghum, and rye. Groundwater from one existing 10-in diameter well (Station ID 152511), one existing 6-in diameter well (Station ID 121379), and two existing 4-in wells (Station IDs 118797 and 121036) are used to provide for the watering needs of approximately 7,000 milking cows, 1,000 dry cows, and 400 springer cows. Effluent from an existing 8-in Lagoon Pump (152538) is available as supplemental irrigation for feed crops.

The permittee has elected to provide SRWMD electric consumption data to comply with the water use reporting requirement of special condition 19.

**WATER USE CALCULATIONS:**

The GIS-Based Water Resources and Agricultural Permitting and Planning System (GWRAPPS) was used to determine the following supplemental irrigation requirements during 1-in-10-year drought conditions:

Corn grown from July 16 to October 15: 4.06 inches/year  
Sorghum grown from July 15 to November 15: 5.28 inches/year  
Rye grown from November 1 to March 1: 2.08 inches/year

The District's WUPAR irrigation model was used to determine the 13.66 inches/ year for supplemental irrigation of corn grown from March 1 to July 3 at 80% irrigation efficiency.

The livestock watering requirements were calculated based on the industry standard of 150 gallons per day per head milking cow, 15 gallons per day per head dry cow, and 30 gallons per day per head springer cow.

**PERMIT APPLICATION REVIEW:**

Staff have determined this application meets the conditions for issuance set forth in section 373.223, Florida Statutes and rule 40B-2.301, Florida Administrative Code. A summary of the staff review is provided below:

Project withdrawals were modeled and showed a simulated Upper Floridan aquifer drawdown of less than 0.5 feet at the project boundary; therefore, groundwater withdrawals at this project are not expected to interfere with any presently existing legal uses of water. Staff evaluated the soils in the area, wetland inventories, and aerial imagery compared with the simulated groundwater drawdown. Staff does not expect this proposed use of groundwater to cause harm to crops and other types of vegetation, including wetlands and other surface waters, or cause damage to the habitat of endangered or threatened species at the site or adjacent properties for the duration of the permit.

Water use consistent with the aforementioned supplemental irrigation models and industry standards is economic and efficient. The permittee implements the following water conservation measures for the agricultural uses: checking periodically for irrigation leaks and repairing them as needed, retrofitting existing pivots and maintaining an 80% distribution uniformity, install float valves on water troughs, using both fresh and recycled water to clean animal housing or feeding areas, maintaining written records of rainfall from rain gauge, using automated pump controls in the event of an irrigation system shutdown, irrigating only when the wind is less than 5mph, watering only target crops, and using cover crops and conservation tillage.

The proposed withdrawals are in accordance with MFLs and MFL recovery strategies pursuant to Chapters 62-42 and 40B-8, F.A.C.; and Emergency Rule 40BER17-01. Additionally, cumulative reductions in flow from the allocation were evaluated at the Outstanding Florida Springs (OFS) and no measurable reductions were recorded. No OFS listed in 40BER17-01 has an estimated cumulative flow decline of 9.9%.

**WITHDRAWAL POINT INFORMATION:**

**Site Name:** Southern Cross Dairy

| <b>Well Details</b> |                        |                                 |                        |               |                 |
|---------------------|------------------------|---------------------------------|------------------------|---------------|-----------------|
| <b>District ID</b>  | <b>Station Name</b>    | <b>Casing Diameter (inches)</b> | <b>Source Name</b>     | <b>Status</b> | <b>Use Type</b> |
| 118797              | Cattle Barns Main      | 4                               | Upper Floridan Aquifer | Active        | Agricultural    |
| 121036              | Cattle Barns Auxiliary | 4                               | Upper Floridan Aquifer | Active        | Agricultural    |
| 121351              | Well #1                | 12                              | Upper Floridan Aquifer | Active        | Agricultural    |
| 121379              | Digester               | 6                               | Upper Floridan Aquifer | Active        | Agricultural    |
| 122163              | Well #43               | 10                              | Upper Floridan Aquifer | Active        | Agricultural    |
| 152511              | Parlor Well            | 10                              | Upper Floridan Aquifer | Active        | Agricultural    |

| <b>Pumps Detail</b> |                     |                                      |                    |               |                 |
|---------------------|---------------------|--------------------------------------|--------------------|---------------|-----------------|
| <b>District ID</b>  | <b>Station Name</b> | <b>Pump Intake Diameter (inches)</b> | <b>Source Name</b> | <b>Status</b> | <b>Use Type</b> |
| 152538              | Lagoon Pump         | 8                                    | Lagoon             | Active        | Agricultural    |

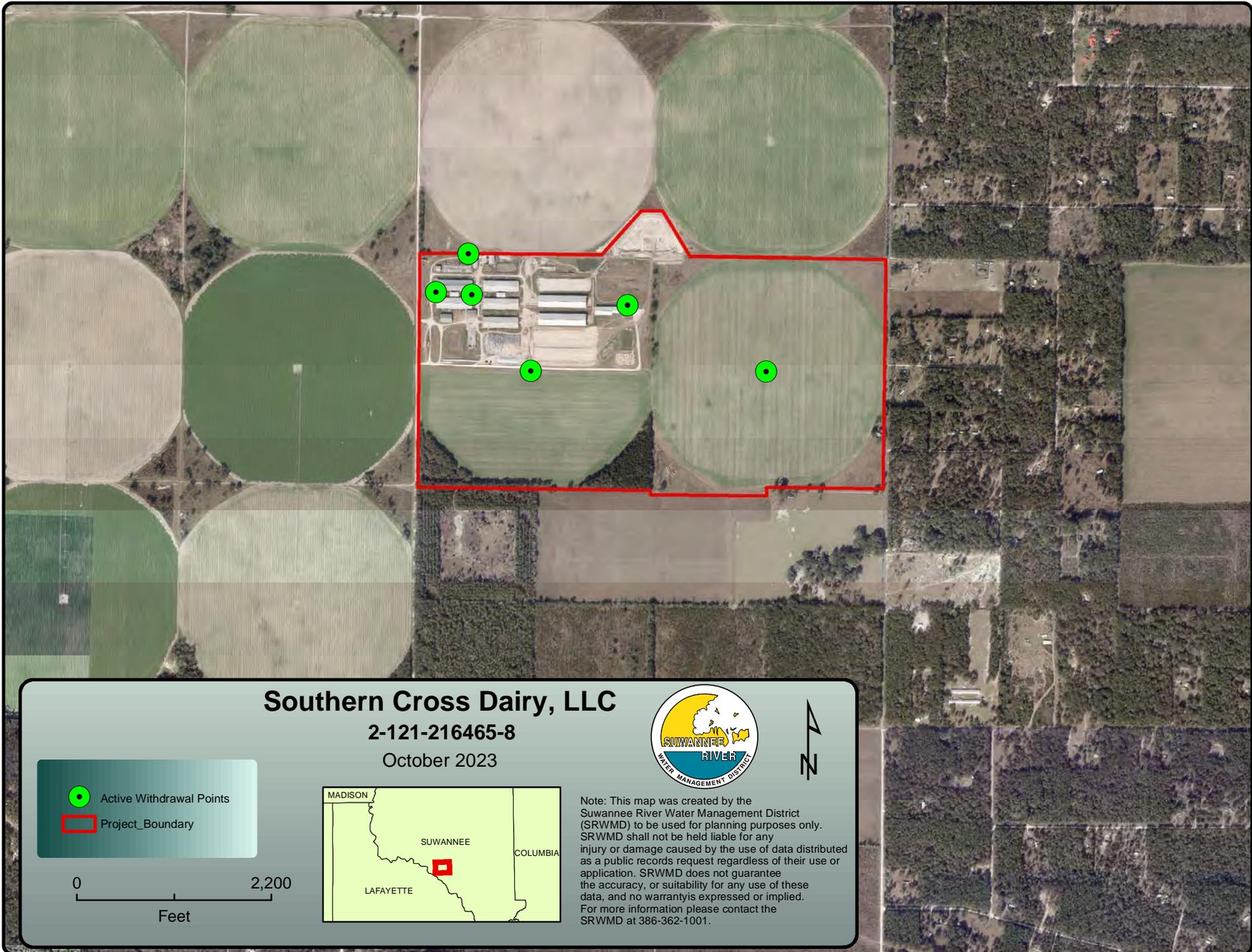
**Conditions**

1. All water uses authorized by this permit shall be implemented as conditioned by this permit, including any documents incorporated by reference in a permit condition. The District may revoke this permit, in whole or in part, or take enforcement action, pursuant to sections 373.136 or 373.243, F.S., unless a permit modification has been obtained. The permittee shall immediately notify the District in writing of any previously submitted information that is later discovered to be inaccurate.
2. This permit does not convey to the permittee any property rights or privileges other than those specified herein, nor relieve the permittee from complying with any applicable local government, state, or federal law, rule, or ordinance.
3. The permittee shall notify the District in writing within 30 days of any sale, transfer, or conveyance of ownership or any other loss of permitted legal control of the Project and / or related facilities from which the permitted water use is made. Where the permittee's control of the land subject to the permit was demonstrated through a lease, the permittee must either submit documentation showing that it continues to have legal control or transfer control of the permitted system / project to the new landowner or new lessee. All transfers of ownership are subject to the requirements of rule 40B-2.351, F.A.C. Alternatively, the permittee may surrender the water use permit to the District, thereby relinquishing the right to conduct any activities under the permit.
4. Nothing in this permit should be construed to limit the authority of the District to declare a water shortage and issue orders pursuant to chapter 373, F.S. In the event of a declared water shortage, the permittee must adhere to the water shortage restrictions, as specified by the District. The permittee is advised that during a water shortage, reports shall be submitted as required by District rule or order.
5. With advance notice to the permittee, District staff with proper identification shall have permission to enter, inspect, observe, collect samples, and take measurements of permitted facilities to determine compliance with the permit conditions and permitted plans and specifications. The permittee shall either accompany District staff onto the property or make provision for access onto the property.
6. A permittee may seek modification of any term of an unexpired permit. The permittee is advised that section 373.239, F.S. and rule 40B-2.331, F.A.C., are applicable to permit modifications.
7. This permit shall expire on **10/11/2043**. The permittee must submit the appropriate application form incorporated and the required fee to the District pursuant to rule 40B-2.361, F.A.C., up to one year prior to this expiration date in order to continue the use of water.
8. Use classification is **Agricultural**.
9. Source classification is **Groundwater**.
10. The permitted water withdrawal facilities consist of the stations in the Withdrawal Point Information table(s).
11. The permittee must mitigate interference with existing legal uses caused in whole or in part by the permittee's withdrawals, consistent with a District-approved mitigation plan.

As necessary to offset such interference, mitigation may include, but is not limited to, reducing pumpage, replacing the existing legal user's withdrawal equipment, relocating wells, changing withdrawal source, supplying water to existing legal user, or other means needed to mitigate the impacts.

12. The permittee must mitigate harm to existing off-site land uses caused by the permittee's withdrawals. When harm occurs, or is imminent, the permittee must modify withdrawal rates or mitigate the harm.
13. The permittee must mitigate harm to the natural resources caused by the permittee's withdrawals. When harm occurs or is imminent, the permittee must modify withdrawal rates or mitigate the harm.
14. If any condition of the permit is violated, the permittee shall be subject to enforcement action pursuant to chapter 373, F.S.
15. The permittee must notify the District in writing prior to implementing any changes in the water use that may alter the permit allocations. Such changes include, but are not limited to, change in irrigated acreage, crop type, irrigation system, water treatment method, or entry into one or more large water use agreements. In the event a proposed change will alter the allocation, permittee must first obtain a permit modification.
16. All correspondence sent to the District regarding this permit must include the permit number **(2-121-216465-8)**.
17. The District reserves the right to open this permit, following notice to the permittee, to include a permit condition prohibiting withdrawals for resource protection.
18. The lowest quality water source, such as reclaimed water or surface water, shall be used in lieu of groundwater at this project when technically, economically, and environmentally feasible.
19. The permittee shall implement automated monitoring of groundwater withdrawals, at permittee's expense, upon commencement of withdrawals. Monthly reports shall include volume pumped by each well of inside diameter eight inches or greater at land surface and shall be delivered within the following month in an approved District format. The permittee may opt for a standardized SRWMD automated monitoring system to fulfill this requirement.
20. The permittee shall implement and/or maintain the conservation practices selected in the Water Conservation Plan submitted to the District. Any new practices selected shall be implemented within one year from the date of permit issuance. Practices that involve scheduling methods or maintenance shall be documented. Documentation for implementation and/or maintenance shall be maintained on all practices and available upon request.
21. The permittee's water use shall be consistent with the MFL prevention or recovery strategy developed for any water body from which this permitted water use directly or indirectly withdraws or diverts water, pursuant to subsection 40B-2.301(2)(h), F.A.C.

22. The permittee shall ensure that the irrigation systems will water target areas only under field operations. Irrigation of non-target areas (roads, woods, structures, etc.) is prohibited.
23. The permittee agrees to participate in a Mobile Irrigation Lab (MIL) program and allow access to the Project Site for the purpose of conducting a MIL evaluation at least once every five years.
24. Following the effective date of the re-evaluated Minimum Flows and Levels adopted pursuant to subsection 62-42.300(1)(e), F.A.C., this permit is subject to modification during the term of the permit, upon reasonable notice by the District to the permittee, to achieve compliance with any approved MFL recovery or prevention strategy for the Lower Santa Fe River, Ichetucknee River, and Associated Priority Springs. Nothing herein shall be construed to alter the District's authority to modify a permit under circumstances not addressed in this condition.
25. The permittee shall install and maintain no less than one backflow prevention device when fertigating and no less than two backflow prevention devices when chemigating on all wells or surface water pumps connected to the irrigation system. The backflow prevention device(s) shall be installed between the water source and the injection point.
26. The permittee is authorized to withdraw a maximum total of 1.1800 mgd of groundwater for agricultural uses.
27. The permittee is authorized to withdraw a maximum of 0.1031 mgd of groundwater for supplemental irrigation of corn/sorghum/rye, or 0.0847 mgd of groundwater for supplemental irrigation of corn/corn/rye, and 0.2143 mgd of recovered effluent water from the dairy lagoon. The permittee is also authorized to withdraw 0.1071 mgd of groundwater as a back-up supply to dairy lagoon effluent water. Daily allocations are calculated on an average annual basis and the maximum allocation is only authorized during 1-in-10-year drought conditions.
28. The permittee is authorized to withdraw a maximum of 1.0770 mgd of groundwater for dairy livestock uses. Daily allocations are calculated on an average annual basis.



# Southern Cross Dairy, LLC

2-121-216465-8

October 2023



 Active Withdrawal Points  
 Project\_Boundary



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: Warren Zwanka, Director, Division of Resource Management

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

DATE: September 29, 2023

RE: Renewal of Water Use Permit 2-023-217754-4, City of Lake City, Columbia County

**RECOMMENDATION**

Approve the renewal of Water Use Permit number 2-023-217754-4 with eighteen standard conditions and ten special limiting conditions to the City of Lake City in Columbia County.

**BACKGROUND**

This is a renewal of an existing public supply water use permit for the City of Lake City, which is located at the intersection of US Highway 441 and US Highway 90 in Columbia County. The City's utility supplies potable water to its approximately 18,000 residents and 1,400 commercial connections from the Price Creek Water Treatment Plant (WTP). The WTP operates four wells (Station IDs 121406, 121050, 120698 and 119176), and treats the water with ozone and chlorine for disinfection. Residential water use accounts for approximately 33 percent of the water demand.

The City's utility uses a tiered rate billing structure, posts water conservation information on their website and in customer bills, provides faucet aerator/ shower head giveaways and plumbing retrofit rebates, and implements a landscape watering ordinance consistent with District rules. Their water conservation efforts have resulted in a low 60 residential gallons per capita day (gpcd). The 4.4010 million gallons per day (mgd) groundwater allocation is a five percent increase from the previous (2011) permit sequence. The allocation is based on this historic per capita usage plus the potential additional per capita usage for commercial growth, resulting in a total projected per capita use of 181 gpcd, with an annual 1.2 percent population growth rate.

All of the utility's active wells are monitored using totalizing flowmeters. There have been no reports of interference or observed harm to water resources associated with the utility's continued withdrawals. The City has committed to sending approximately 3.0 mgd of reclaimed water to a wetland treatment/recharge project that is anticipated to provide sufficient recharge to offset the proposed increase in allocation. The City's total groundwater withdrawals do impact the Lower Santa Fe River and, pursuant to the minimum flow and level recovery strategy, the permit renewal is limited to five years since only the allocation increase has been offset. Staff has determined that the application is complete and satisfies the conditions for issuance in Chapter 40B-2, F.A.C.

WZ/tm  
Attachments

WATER USE TECHNICAL STAFF REPORT  
14-Sep-2023  
APPLICATION NO.: 2-023-217754-4

**Owner:** Paul Dyal  
City of Lake City  
205 N Marion Ave  
Lake City, FL 32055-3918  
(386) 719-5812

**Applicant:** Paul Dyal  
City of Lake City  
205 N Marion Ave  
Lake City, FL 32055-3918  
(386) 719-5812

**Agent:** Not Applicable

**Compliance Contact:** Michael L. Osborn, Jr.  
City of Lake City  
144 SE Ozone Loop  
Lake City, FL 32025-2021  
(386) 466-3352

**Project Name:** City of Lake City  
**County:** Columbia

**WSPA:** Yes  
**Objectors:** No

**Authorization Statement:**

The permittee is authorized to withdraw a maximum of 4.401 mgd of groundwater for public supply use.

**Recommendation:** Approval  
**Reviewers:** David King

| <b>Allocation Summary</b>                           |                                                     |                                                    |
|-----------------------------------------------------|-----------------------------------------------------|----------------------------------------------------|
| <b>Average Daily Rate (Million Gallons Per Day)</b> | <b>Freeze Protection (Million Gallons Per Year)</b> | <b>Allocation Change (Million Gallons Per Day)</b> |
| 4.4010                                              | n/a                                                 | 0.2284                                             |

**Permit Expiration:** 5-year permit duration, consistent with the Lower Santa Fe and Ichetucknee River MFL regulatory strategy

**ACTION REQUESTED:** Permit renewal

**PROJECT DESCRIPTION:**

The City of Lake City's (City) utilities department operates a public water and wastewater system in Columbia County. The potable supply system consists of one water treatment facility with an adjacent wellfield located in western Lake City at 152 SE Process Loop. The wellfield contains wells Price Creek 1, 2, 8 and 9 (Station IDs 121406, 120698, 121050, and 119176). The wells are equipped with totalizing flowmeters and are also ganged to a master meter at the treatment facility. Water treatment involves low-level chlorination and ozone disinfection. These wells will be used to supply water to residential and commercial customers within the service area. Residential water use accounts for approximately 33 percent of the water demand.

The majority of the water demand is commercial users since the City has experienced only a moderate 0.4% annual growth in population for the last five years. The University of Florida Bureau of Economic and Business Research (BEBR) anticipates a higher growth rate in the area for the long term, and staff determined it is reasonable to expect this higher rate. Therefore, the recommended allocation is based on a 1.2% annual population growth.

The wastewater system consists of two facilities, the St. Margarets WWTF at 527 Southwest St. Margarets Street and the Kicklighter Water Reclamation Facility (WRF) at 259 SW Kicklighter Terrace. The St. Margarets WWTF has a treatment capacity of 2.95 million gallons per day (mgd), the Kicklighter WRF has a treatment capacity of 3.0 mgd. The wastewater facilities have two wells (Station IDs 119354 and 120514) used for maintenance and general purposes. Reclaimed water from both facilities is sent to a 45 MG reservoir, then to a restricted-access man-made wetland treatment/ recharge system constructed through the Ichetucknee Springshed Water Quality Improvement Project (DEP Contract no. LP1201). The system currently utilizes phase 1 of the wetland treatment/ recharge system, with land application to the City's north and south sprayfields. The sprayfields are planned for conversion to wetland cells during phase 2 and 3 expansions of the wetland treatment/ recharge system (DEP Contract no. LPS0090). Upon completion, the estimated recharge to the Upper Floridan aquifer from the wetland treatment/ recharge system and expansion, will exceed the proposed increase in allocation (0.2284 mgd). The City also has a public-access reuse (PAR) system to serve reclaimed water to two users. The City will report monthly water use online biennially using District form EN-50.

**WATER USE CALCULATIONS:**

The permitted allocation was based on the historic per capita usage plus the potential additional per capita usage for commercial growth for a total projected per capita use of 181 gpcd, and an annual 1.2 percent population growth rate (a population of 24,647 in year 2043). The increased allocation is attributed to an increase in population demand.

**PERMIT APPLICATION REVIEW:**

Staff have determined this application meets the conditions for issuance set forth in section 373.223, Florida Statutes, and rule 40B-2.301, Florida Administrative Code. A summary of the staff review is provided below:

Project withdrawals were modeled and showed a simulated maximum Upper Floridan aquifer drawdown of less than 0.5 feet. Therefore, continued groundwater withdrawals at this project are not expected to interfere with any presently existing legal uses of water.

The permittee provided a standard water conservation plan for public supply use that includes a tiered rate structure, posting both indoor and outdoor water conservation information on the website and in customer bills, faucet aerator and shower head giveaways, plumbing retrofit rebates, and maintaining a landscape ordinance in accordance with District rules. The current water conservation results in a low 60 gallons residential per capita day.

Staff evaluated wetland and natural systems at the City wellfield. Based on field observations and a review of NRCS soil database, staff does not expect this proposed use of groundwater to cause harm

to crops and other types of vegetation, including wetlands and other surface waters, or cause damage to the habitat of endangered or threatened species at the site or adjacent properties for the duration of the permit.

Based on the proposed wetland treatment and recharge offset project, the amount of water recharged to the aquifer is anticipated to completely offset the increase in groundwater allocation. The proposed withdrawals, including impact offsets, are in accordance with MFLs and MFL recovery strategies pursuant to Chapters 62-42 and 40B-8, F.A.C.; and Emergency Rule 40BER17-01. Additionally, cumulative reductions in flow from the allocation were evaluated at the Outstanding Florida Springs (OFS) and no measurable reductions were recorded. No OFS listed in 40BER17-01 has an estimated cumulative flow decline of 9.9%.

**WITHDRAWAL POINT INFORMATION:**

**Site Name:** City of Lake City

| Well Details |                        |                          |                        |        |               |
|--------------|------------------------|--------------------------|------------------------|--------|---------------|
| District ID  | Station Name           | Casing Diameter (inches) | Source Name            | Status | Use Type      |
| 121406       | Price Creek Well No. 1 | 16                       | Upper Floridan Aquifer | Active | Public Supply |
| 120698       | Price Creek Well No. 2 | 16                       | Upper Floridan Aquifer | Active | Public Supply |
| 121050       | Price Creek Well No. 8 | 18                       | Upper Floridan Aquifer | Active | Public Supply |
| 119176       | Price Creek Well No. 9 | 16                       | Upper Floridan Aquifer | Active | Public Supply |
| 119354       | Wastewater Well No. 2  | 6                        | Upper Floridan Aquifer | Active | Public Supply |
| 120514       | Wastewater Well No. 1  | 4                        | Upper Floridan Aquifer | Active | Public Supply |

**Conditions**

1. All water uses authorized by this permit shall be implemented as conditioned by this permit, including any documents incorporated by reference in a permit condition. The District may revoke this permit, in whole or in part, or take enforcement action, pursuant to sections 373.136 or 373.243, F.S., unless a permit modification has been obtained. The permittee shall immediately notify the District in writing of any previously submitted information that is later discovered to be inaccurate.
2. This permit does not convey to the permittee any property rights or privileges other than those specified herein, nor relieve the permittee from complying with any applicable local government, state, or federal law, rule, or ordinance.

3. The permittee shall notify the District in writing within 30 days of any sale, transfer, or conveyance of ownership or any other loss of permitted legal control of the Project and / or related facilities from which the permitted water use is made. Where the permittee's control of the land subject to the permit was demonstrated through a lease, the permittee must either submit documentation showing that it continues to have legal control or transfer control of the permitted system / project to the new landowner or new lessee. All transfers of ownership are subject to the requirements of rule 40B-2.351, F.A.C. Alternatively, the permittee may surrender the water use permit to the District, thereby relinquishing the right to conduct any activities under the permit.
4. Nothing in this permit should be construed to limit the authority of the District to declare a water shortage and issue orders pursuant to chapter 373, F.S. In the event of a declared water shortage, the permittee must adhere to the water shortage restrictions, as specified by the District. The permittee is advised that during a water shortage, reports shall be submitted as required by District rule or order.
5. With advance notice to the permittee, District staff with proper identification shall have permission to enter, inspect, observe, collect samples, and take measurements of permitted facilities to determine compliance with the permit conditions and permitted plans and specifications. The permittee shall either accompany District staff onto the property or make provision for access onto the property.
6. A permittee may seek modification of any term of an unexpired permit. The permittee is advised that section 373.239, F.S. and rule 40B-2.331, F.A.C., are applicable to permit modifications.
7. This permit shall expire on **10/11/2028**. The permittee must submit the appropriate application form incorporated and the required fee to the District pursuant to rule 40B-2.361, F.A.C., up to one year prior to this expiration date in order to continue the use of water.
8. Source classification is **Groundwater**.
9. Use classification is **Public Supply**.
10. The permitted water withdrawal facilities consist of the stations in the Withdrawal Point Information table(s).
11. The permittee must mitigate interference with existing legal uses caused in whole or in part by the permittee's withdrawals, consistent with a District-approved mitigation plan. As necessary to offset such interference, mitigation may include, but is not limited to, reducing pumpage, replacing the existing legal user's withdrawal equipment, relocating wells, changing withdrawal source, supplying water to existing legal user, or other means needed to mitigate the impacts.
12. The permittee must mitigate harm to existing off-site land uses caused by the permittee's withdrawals. When harm occurs, or is imminent, the permittee must modify withdrawal rates or mitigate the harm.
13. The permittee must mitigate harm to the natural resources caused by the permittee's withdrawals. When harm occurs or is imminent, the permittee must modify withdrawal rates or mitigate the harm.
14. If any condition of the permit is violated, the permittee shall be subject to enforcement action pursuant to chapter 373, F.S.

15. The permittee must notify the District in writing prior to implementing any changes in the water use that may alter the permit allocations. Such changes include, but are not limited to, change in irrigated acreage, crop type, irrigation system, water treatment method, or entry into one or more large water use agreements. In the event a proposed change will alter the allocation, permittee must first obtain a permit modification.
16. All correspondence sent to the District regarding this permit must include the permit number (**2-023-217754-4**).
17. The District reserves the right to open this permit, following notice to the permittee, to include a permit condition prohibiting withdrawals for resource protection.
18. The lowest quality water source, such as reclaimed water or surface water, shall be used in lieu of groundwater at this project when technically, economically, and environmentally feasible.
19. The permittee's water use shall be consistent with the MFL prevention or recovery strategy developed for any water body from which this permitted water use directly or indirectly withdraws or diverts water, pursuant to subsection 40B-2.301(2)(h), F.A.C.
20. The permittee shall maintain all totalizing flow meters. In case of failure or breakdown of any meter, the District shall be notified in writing within five days of its discovery. A defective meter shall be repaired or replaced within 30 days of its discovery.
21. The permittee shall have all flow meters checked for accuracy once every five years within 30 days of the anniversary date of the issuance of this permit. The meters must be recalibrated if the difference between the actual flow and the meter is greater than five percent.
22. The permittee shall notify the District of any change in service area within 30 days of change in boundary.
23. Following the effective date of the re-evaluated Minimum Flows and Levels adopted pursuant to subsection 62-42.300(1)(e), F.A.C., this permit is subject to modification during the term of the permit, upon reasonable notice by the District to the permittee, to achieve compliance with any approved MFL recovery or prevention strategy for the Lower Santa Fe River, Ichetucknee River, and Associated Priority Springs. Nothing herein shall be construed to alter the District's authority to modify a permit under circumstances not addressed in this condition.
24. The permittee shall implement and/or maintain the District-approved conservation practices selected in the Water Conservation Plan submitted to the District. Any new practices selected shall be implemented within one year from the date of permit issuance. Practices that involve scheduling methods or maintenance shall be documented. Documentation for implementation and/or maintenance shall be maintained on all practices and available upon request.
25. The applicant shall implement and maintain the wetland treatment and recharge system project located south of the Kicklighter Water Reclamation Facility, as described in FDEP Contract nos. LP12031 and LPS0090, to offset impacts to natural systems, and minimum flows and levels.
26. Total reclaimed water flow sent to the wetland treatment and recharge system must be recorded continuously, totaled monthly, and reported annually to the District. The **Water Use Report** must be reported in gallons and should be submitted on-line at <https://permitting.sjrwmd.com/srep/#/ep> by January 31 of the following year. Reporting is required, even if there is no water sent.

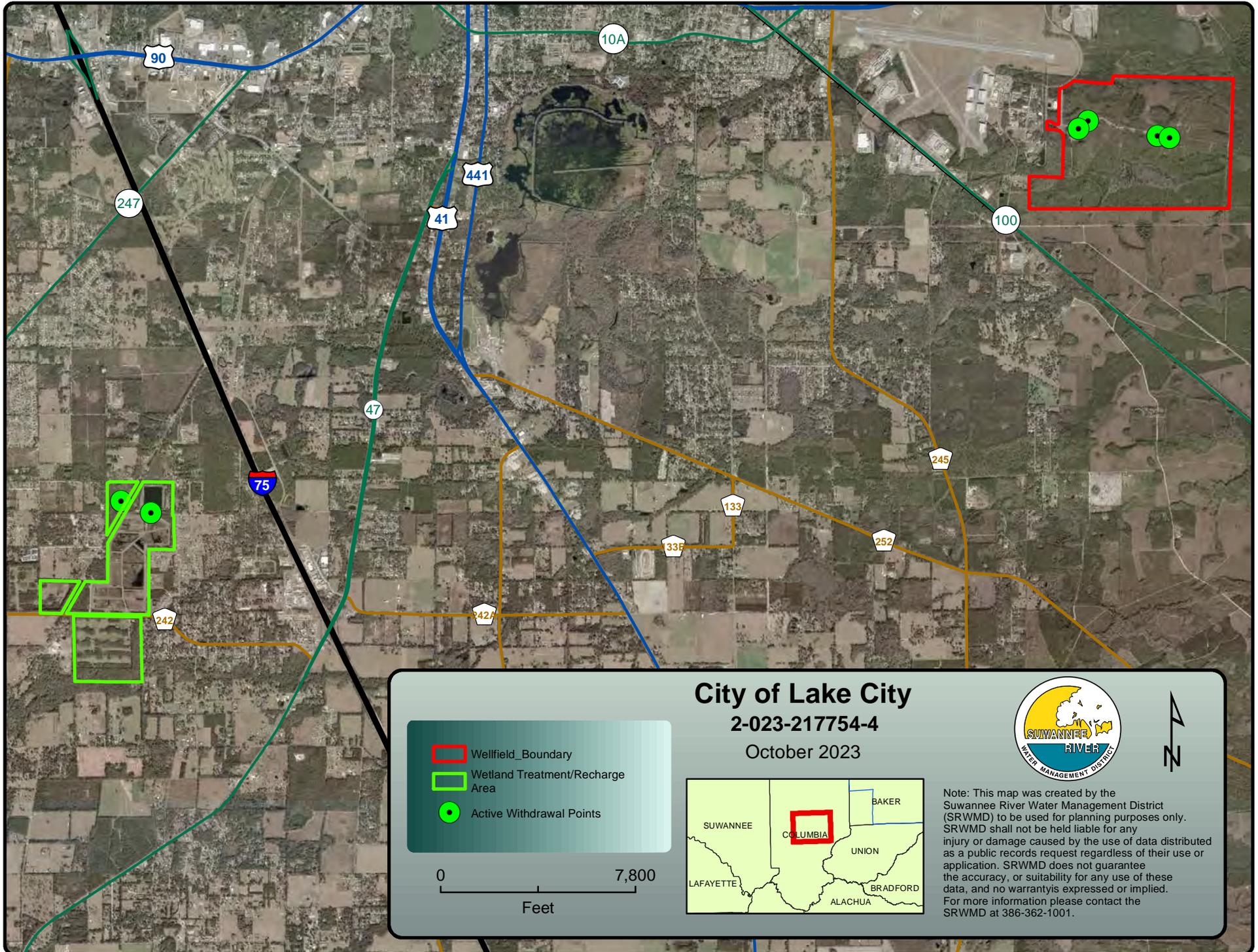
27. The permittee is authorized to withdraw a maximum of 4.4010 million gallons per day (mgd) of groundwater for public supply use. Daily allocations are calculated on an average annual basis.
28. Total withdrawal from wells Price Creek 1 (Station ID 121406), Price Creek 2 (Station ID 120698), Price Creek 8 (Station ID 121050), and Price Creek 9 (Station ID 119176), must be recorded continuously, totaled monthly, and reported to the District at least every six months for the duration of this permit using **Water Use Pumpage Report Form (EN-50)**. The meter reading or quantity withdrawn must be reported in gallons and should be submitted on-line at <https://permitting.sjrwmd.com/srep/#/ep> whenever possible. Reporting is required, even if there is no use.

The reporting dates each year will be as follows:

| Reporting Period | Report Due Date |
|------------------|-----------------|
|------------------|-----------------|

|                |         |
|----------------|---------|
| January - June | July 31 |
|----------------|---------|

|                 |            |
|-----------------|------------|
| July - December | January 31 |
|-----------------|------------|



### City of Lake City

2-023-217754-4

October 2023



- Wellfield\_Boundary
- Wetland Treatment/Recharge Area
- Active Withdrawal Points



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: Troy Roberts, Communications and Outreach Manager  
THRU: Katelyn Potter, Director, Outreach and Operations  
DATE: September 14, 2023  
RE: Outreach and Communications Activity Summary

The following information summarizes Outreach and Communications activities for the month of August 2023:

| <b>Facebook</b>                                                                                     | <b>Twitter</b>                                                                              | <b>Instagram</b>                                             |
|-----------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------|--------------------------------------------------------------|
| Total Posts: 18<br>Total Reach: 5,438<br>Total Likes: 154<br>Total Comments: 20<br>Total Shares: 33 | Total Posts: 16<br>Total Impressions: 4,653<br>Total Engagement: 70<br>Engagement Rate: 1.4 | Total Posts: 11<br>Total Reach: 587<br>Total Engagement: 137 |

| <b>Press Releases</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"><li>August 1 – <a href="#">Governing Board Meeting</a></li><li>August 4 – <a href="#">Alapaha and Aucilla Watershed Flood Map Meetings</a></li><li>August 8 – <a href="#">Hugh Thomas Hall of Fame Induction</a></li><li>August 11 – <a href="#">Hydrological Conditions Report</a></li><li>August 15 – <a href="#">Alapaha and Aucilla Watershed Flood Map Meetings Reminder</a></li><li>August 25 – <a href="#">Governing Board Reappointments</a></li><li>August 28 – <a href="#">Hurricane Idalia Advisory</a></li></ul> |

| <b>Media Inquiries / Responses</b>                                                                                                                                                                                                                                                                                                                                                             |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"><li>August 9 – Troy Roberts responded to a request from Stew Lilker of the Columbia County Observer for a Board presentation.</li><li>August 31 – Troy Roberts responded to a request from the Florida Specifier for a story highlighting current District activities. Information was presented on the District's acquisition of Telford Springs.</li></ul> |

| <b>Meetings with Vendors / Consultants / Public</b>                                                                                                                                                                                                                                                                                                                                                                 |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"><li>August 2 – Troy Roberts, along with staff from Water Quality and MFLs, participated in a promotional video shoot with TREW Media. The videos will be used to highlight these two programs in the upcoming fiscal year.</li><li>August 4 – Troy Roberts and staff met with consultants from BowStern regarding branding for the upcoming FEMA flood risk conference.</li></ul> |

- August 11 – Troy Roberts met with communications staff from other water management districts to discuss upcoming initiatives.
- August 14 – Troy Roberts met with SKYE regarding brochure edits.
- August 15 – Troy Roberts, Leroy Marshall, and Mary Diaz made a presentation to staff at POOLE Realty regarding flood mapping and other District initiatives.
- August 15 – Troy Roberts facilitated the second staff Lunch and Learn activity at the District office.
- August 16 – Troy Roberts and staff attended the Aucilla Watershed Flood Risk Open House in Greenville.
- August 17 – Troy Roberts and staff attended the Alapaha Watershed Flood Risk Open House in Jasper.
- August 23 – Troy Roberts reviewed and edited logos with BowStern for the upcoming FEMA flood conference.

### **August Photo Highlight:**

Hurricane Idalia littered the District Headquarters property with fallen trees in late August. The District is incredibly thankful for the assistance offered by Northwest Florida Water Management District, which was quickly onsite to help with removal and office reopening activities.



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: September 10, 2023

RE: Land Management Update

**BACKGROUND**

The following information summarizes land management activities for portions of the months of August and September 2023; and the total for Fiscal Year 2022-2023 (FY 2023).

**Natural Communities Management:** The following tables represent activities that support overall natural community restoration and management across District lands.

| Vegetative Management (acres) | FY 2023 Planned | Reporting Period Completed | FY 2023 Total |
|-------------------------------|-----------------|----------------------------|---------------|
| Herbicide                     | 180             | 0                          | 0             |
| Roller Chop Uplands           | 400             | 0                          | 187           |
| Mallory Swamp Mow/Chop        | 700             | 0                          | 1,923         |
| Woods Mowing                  | 2,000           | 636                        | 2,473         |
| <b>Totals</b>                 | <b>3,280</b>    | <b>0</b>                   | <b>4,583</b>  |

| Prescribed Fire (acres)        | FY 2023 Planned | Reporting Period Completed | FY 2023 Total |
|--------------------------------|-----------------|----------------------------|---------------|
| SRWMD                          | 7,000           | 0                          | 4,363         |
| FFS - Twin Rivers State Forest | 2,000           | 0                          | 820           |
| <b>Totals</b>                  | <b>9,000</b>    | <b>0</b>                   | <b>5,183</b>  |

| Invasive Plant Treatment                  | FY 2023 Planned | Reporting Period Completed | FY 2023 Total |
|-------------------------------------------|-----------------|----------------------------|---------------|
| SRWMD Staff Treat (# mapped infestations) | 143             | 0                          | 130           |
| Edwards Bottomland (acres)                | 44              | 30                         | 44            |
| Contractors (acres)                       | 78.4            | 9.5                        | 78.4          |
| FWC Uplands Program-Grant funded (acres)  | 53.85           | Planned Fall 2023          | 0             |

|                              |     |     |     |
|------------------------------|-----|-----|-----|
| <b>Starke Bypass (acres)</b> | 251 | 189 | 251 |
|------------------------------|-----|-----|-----|

| <b>Ecological Services Monitoring (Locations)</b> | <b>FY 2023 Planned</b> | <b>Reporting Period Completed</b> | <b>FY 2023 Total</b> |
|---------------------------------------------------|------------------------|-----------------------------------|----------------------|
| <b>Rare Plants Monitoring</b>                     | 50                     | 0                                 | 58                   |
| <b>Gopher Tortoise Surveys</b>                    | 3                      | 0                                 | 4                    |
| <b>Wading Bird Rookeries</b>                      | 5                      | 0                                 | 10                   |
| <b>Natural Community Mapping (acres)</b>          | 1,500                  | 0                                 | 0                    |

| <b>Timber Harvests</b>                                                                           | <b>County</b> | <b>Acreage</b> | <b>Type</b>           | <b>Status or Revenue</b> |
|--------------------------------------------------------------------------------------------------|---------------|----------------|-----------------------|--------------------------|
| <b>Gilchrist Wellfield #1</b>                                                                    | Gilchrist     | 100            | Thinning and Chipping | Inactive                 |
| <b>Adams Tract #4</b>                                                                            | Lafayette     | 90             | Thinning and Clearcut | Inactive                 |
| <b>Sandlin Bay #9</b>                                                                            | Columbia      | 374            | Thinning              | Inactive                 |
| <b>Dedan Loop #1</b>                                                                             | Bradford      | 60             | Thinning              | Inactive                 |
| <b>Devils Hammock #2</b>                                                                         | Levy          | 144            | Thinning              | Inactive                 |
| <b>Steinhatchee Springs #23</b>                                                                  | Lafayette     | 250            | Thinning              | Inactive                 |
| <b>Shelly #1</b>                                                                                 | Jefferson     | 121            | Thinning              | Inactive                 |
| <b>Lake Butler Wellfield #1</b>                                                                  | Union         | 29             | Thinning              | Completed                |
| <b>Hurricane Idalia Ellaville Salvage</b>                                                        | Madison       | 135            | Salvage Clearcut      | Active                   |
| <b>Hurricane Idalia Mill Creek North Salvage</b>                                                 | Madison       | 92             | Salvage Clearcut      | Inactive                 |
| <b>Fiscal Year Revenue as of September 18, 2023</b>                                              |               |                |                       | \$2,403,965.86           |
| <i>*Estimated for this report only. Official accounting records have not yet been finalized.</i> |               |                |                       |                          |

**Land Management:** The following tables represent tract and land management activities on the District's fee and less-than-fee owned properties.

| <b>Conservation Easements</b>    | <b>FY 2023 Planned</b> | <b>Reporting Period Completed</b> | <b>FY 2023 Total</b> |
|----------------------------------|------------------------|-----------------------------------|----------------------|
| <b>Monitor Current Easements</b> | 15                     | 0                                 | 15                   |

| <b>Hydrologic &amp; Road Maintenance</b> | <b>FY 2023 Planned</b> | <b>Reporting Period Completed</b> | <b>FY 2023 Total</b> |
|------------------------------------------|------------------------|-----------------------------------|----------------------|
| <b>Culvert Replacements</b>              | 20                     | 0                                 | 20                   |
| <b>Road Repairs (miles)</b>              | 157.46                 | 34.22                             | 136.42               |

| Tract Maintenance                           | FY 2023 Planned | Reporting Period Completed | FY 2023 Total   |
|---------------------------------------------|-----------------|----------------------------|-----------------|
| Mowing (miles per mowing cycle 3X per year) | 1,746           | 266                        | 1,257           |
| Site Maintenance (tracts visited monthly)   | 114             | 114                        | 114             |
| Enhanced Patrols (hours)                    | 944             | 164                        | 534.5           |
| Sign Replacements                           | 30              | 2                          | 30              |
| Boundary Line Painting (miles)              | 119             | 0                          | 45 <sup>1</sup> |

<sup>1</sup>Contractor withdrew from contract and we will be rebid.

**Special Projects:** The following information provides a status update on special projects within the Office of Land Management.

***Pinehatchee Tract (Steinhatchee Springs Tract addition):*** Survey work with WSP Environmental & Infrastructure, Inc. continues. All planned road edge clearing has been completed and now a rest period must occur to allow chopped material to decompose. Road patching and grading will begin soon. The field work portion of the natural community mapping is complete, and the spatial data is forthcoming.

***Rock Bluff:*** The final sealed plans for the Rock Bluff improvements should be received by the end of August. The sanitation system permit has been signed and sent to the engineering firm for submittal to FDEP.

***Aucilla River Access Improvement Project:*** The project is 100% complete.

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 30, 2023  
RE: Prescribed Fire and Vegetation Management Services for Fiscal Year 2023-2024

**RECOMMENDATION**

Authorize the Executive Director to execute task work assignments for prescribed fire and vegetation management services on District lands for a total amount not to exceed \$1,182,278.

**BACKGROUND**

Prescribed burning and mechanical vegetation management are important tools needed to help meet the vegetation management and natural plant community restoration goals identified in the District's Land Management Plan. This work is also an important component used to help protect District resources against the damaging effects of wildfire.

In August 2022, the District entered into rate-based no-cost agreements with the four firms listed in Table 1 through competitive solicitation. These firms will be assigned task work assignments (TWA) for Fiscal Year 2023-2024, which will focus on prescribed burning and mechanical vegetation control.

| <b>Table 1</b>                           |                       |
|------------------------------------------|-----------------------|
| <b>NAME OF FIRM</b>                      | <b>AMOUNT</b>         |
| Attack-one Fire Management Services Inc. | \$50,558.00           |
| B&B Dugger Inc.                          | \$943,146.00          |
| Schmidt Reforestation Services Inc.      | \$131,374.00          |
| Wildlands Service Inc.                   | \$57,200.00           |
| <b>TOTAL</b>                             | <b>\$1,182,278.00</b> |

TWAs are assigned based on the lowest rate, when possible. Other factors that are considered include: the contractor's capacity to complete multiple projects at one time in a region, the short-term versus long-term availability to conduct work, productivity in completing assigned projects, weather-related issues that may require contractors to be moved around between regions, type of equipment a contractor has and whether it is currently available, and other efficiencies/logistical factors.

Funding for this work is included in the Fiscal Year 2023-2024 (FY 2024) Tentative Budget. Approximately \$294,000 of the total not-to-exceed amount includes FY 2024 grant funding from the Florida Forest Service.

SG/ao

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: September 15, 2023

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 eight inches in diameter or greater.

As of September 15, 2023, the District is monitoring 1,591 (236.4 million gallons per day (MGD)) of a total of 1,706 active permitted wells (248.6 MGD). The remaining 115 active wells not yet monitored are scheduled for site visits to determine the type of monitoring that will be implemented. An additional 256 proposed wells have yet to be drilled.

The District offers three options for monitoring: electric usage provided by the power company, telemetry on diesel systems, and self-reporting. To date, farmer electric agreements from cooperatives are in effect on 838 (151.6 MGD) monitoring points. The District currently employs telemetry on 310 (51.4 MGD) diesel-powered systems. There are currently 22 (1.5 MGD) self-monitored points.

Additionally, there are currently 421 (31.7 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

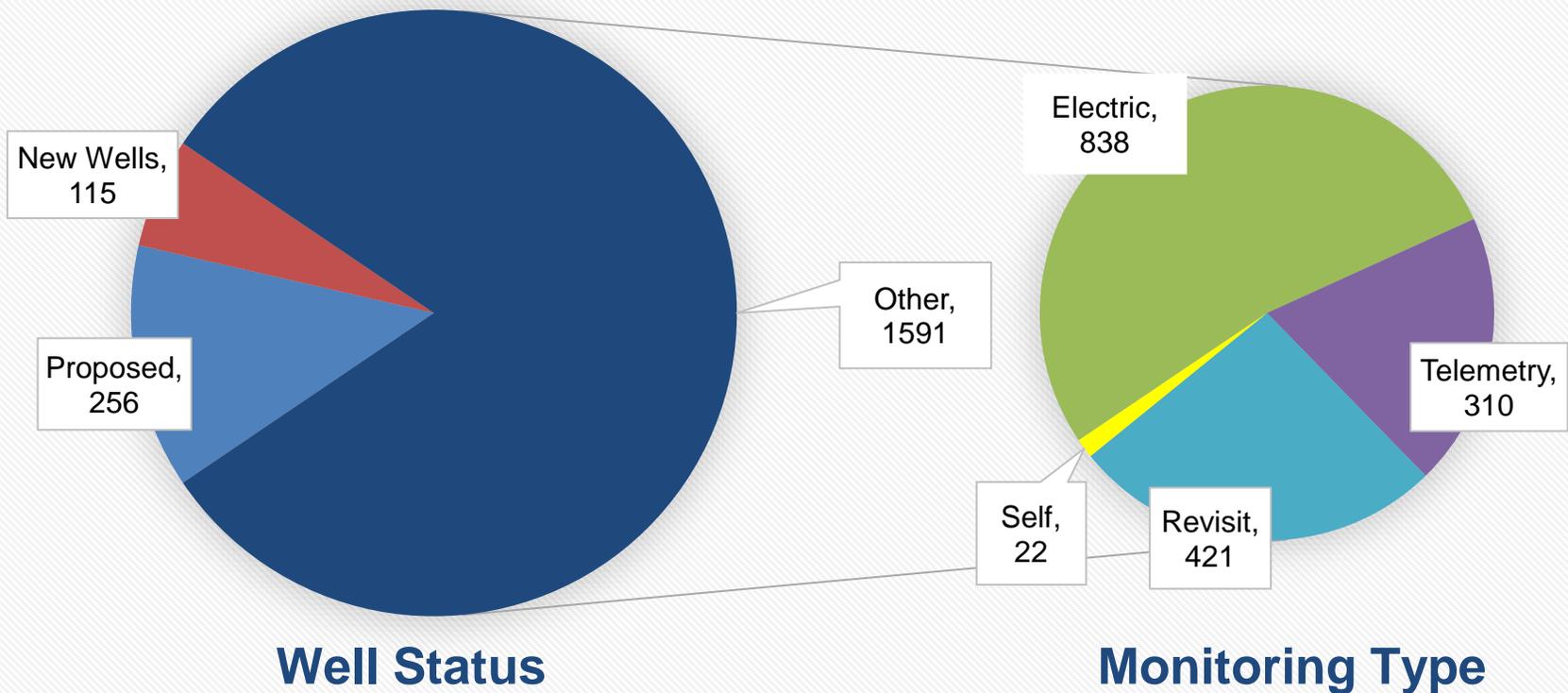
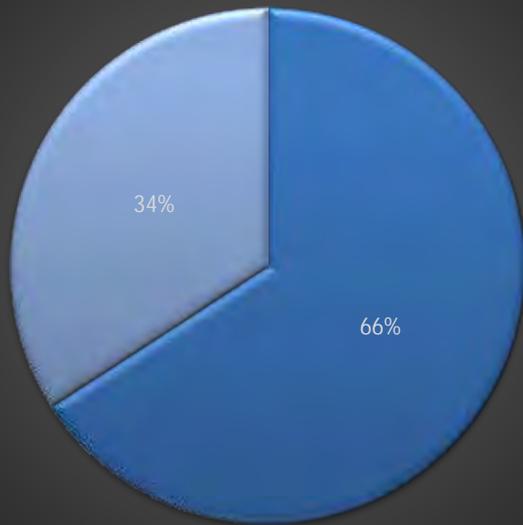


Figure 1. Well status and monitoring type for all wells with water use monitoring conditions as of September 15, 2023.

## Flow Data Collection Status



■ Sites with Unique Flow Recorded, 1022  
■ Sites Needing Flow Information, 530

## Flows Recorded by Source

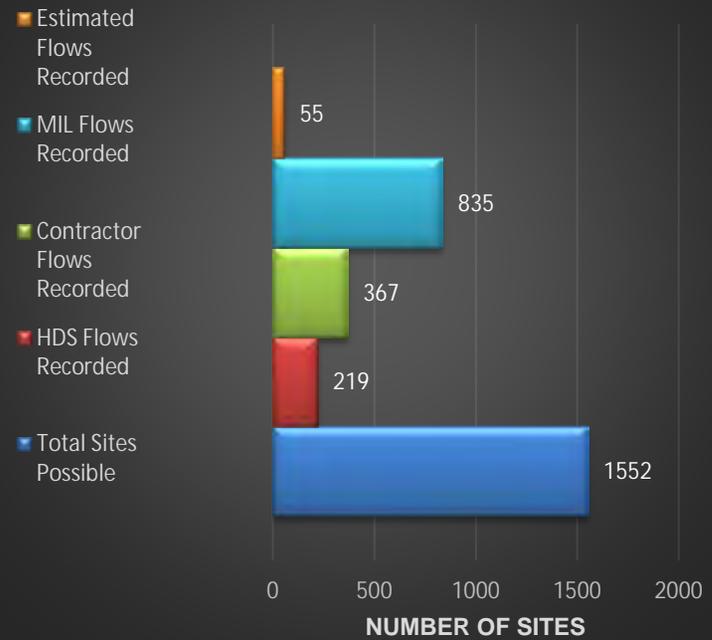


Figure 2. Status of flow data collection by source within the District's agricultural monitoring network as of September 15, 2023.

SUWANNEE RIVER WATER MANAGEMENT DISTRICT  
**MEMORANDUM**

TO: Governing Board

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

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

DATE: September 29, 2023

RE: Agriculture and Environmental Projects Monthly Report

| <b>ENVIRONMENTAL PROJECTS PROGRAM</b> |                     |                       |
|---------------------------------------|---------------------|-----------------------|
|                                       | Number of Contracts | Amount Under Contract |
| Active Contracts                      | 55                  | \$67,693,538          |
| Completed within the last six months  | 10                  | \$1,310,277           |
| <b>Totals</b>                         | <b>65</b>           | <b>\$69,003,815</b>   |

| <b>AGRICULTURAL COST-SHARE PROGRAM</b> |                     |                       |
|----------------------------------------|---------------------|-----------------------|
|                                        | Number of Contracts | Amount Under Contract |
| Active Contracts                       | 83                  | \$9,500,417           |
| Completed within the last six months   | 22                  | \$1,024,772           |
| <b>Totals</b>                          | <b>105</b>          | <b>\$10,525,189</b>   |

| <b>FLOOD RISK OUTREACH AND MAPPING PROGRAM</b> |                     |                       |
|------------------------------------------------|---------------------|-----------------------|
|                                                | Number of Contracts | Amount Under Contract |
| Number of Contracts (TWAs)                     | 13                  | \$7,670,606           |
| Completed within the last six months           | 0                   |                       |
| <b>Totals</b>                                  | <b>13</b>           | <b>\$7,670,606</b>    |
|                                                |                     |                       |
| <b>TOTAL CONTRACTS / TWAs</b>                  | <b>183</b>          | <b>\$87,199,610</b>   |

| <b>AEP APPLICATIONS</b>               |                    |  |
|---------------------------------------|--------------------|--|
|                                       | Number of Projects |  |
| Agriculture applications under review | 24                 |  |
| AWS and Springs                       | 22                 |  |
| Conceptual projects under review      | 26                 |  |
| Projects in Queue                     | 1                  |  |
| <b>TOTAL</b>                          | <b>73</b>          |  |

| <b>AEP FUNDING SOURCES</b> |                  |                       |
|----------------------------|------------------|-----------------------|
|                            | Number of Grants | Grant Amount Provided |
| District                   | 3                | \$10,461,592          |
| FDEP                       | 36               | \$58,683,926          |
| Federal through FDEP       | 5                | \$14,600,000          |
| Federal (CTP Program)      | 7                | \$11,359,417          |
| Cooperator Match           | -                | \$12,666,986          |
| <b>TOTAL</b>               | <b>51</b>        | <b>\$107,771,921</b>  |

SUWANNEE RIVER WATER MANAGEMENT DISTRICT  
**MEMORANDUM**

TO: Governing Board

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

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

DATE: September 29, 2023

RE: Task Work Assignment for Contract 20/21-069.003 with WSP, Inc.

**RECOMMENDATION**

Authorize the Executive Director to approve task work assignment 20/21-069.003 with WSP Inc., for Federal Emergency Management Agency Fiscal Year 2016 Risk Mapping and Planning Product Production Consultant Services, for an amount not to exceed \$14,000.

**BACKGROUND**

The District has been a Cooperative Technical Partner (CTP) with the Federal Emergency Management Agency (FEMA) for over 20 years. As a CTP, the District receives funding annually from FEMA through the Risk Mapping and Planning (Risk MAP) program to hire engineering firms to update and improve the floodplain maps and help local governments increase the public's flood hazard awareness. In August 2016, the District was awarded a grant in the amount of \$1,088,000 to implement the Fiscal Year (FY16) Risk MAP project. The District was able to complete a portion of that grant without using all of the funds allocated from FEMA. This TWA would allocate \$14,000 of the funding that was not used to WSP Inc., for outreach in the Santa Fe River Basin (FY20 grant). The CTP program directly supports the District's core mission of reducing flood vulnerability.

In January 2020, the Governing Board approved WSP as a qualified engineering firm to provide Product Production Consultant (PPC) services for FEMA FY19 through FY24 Risk Map projects. The primary task of the PPC firm is to develop the hydrology and hydraulic models needed to create or update maps. Firms are selected each fiscal year based on their previous work experience, knowledge of a particular geographical region and workload. The FY16 grant will be added to the FY20 grant to provide funding to complete the hydrology and hydraulic model revisions and outreach for the Santa Fe Watershed. This task work assignment will increase the total amount of the contract from \$1,657,884 to \$1,671,884. All mapping rates are established and approved by FEMA. Firms invoice the District as they complete the work and FEMA reimburses the District by direct deposit within days of submitting the invoices.

Funds are included in the FY 2024 budget.

LM/tm

SUWANNEE RIVER WATER MANAGEMENT DISTRICT  
**MEMORANDUM**

TO: Governing Board

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

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

DATE: September 29, 2023

RE: Task Work Assignment for Contract 20/21-066.004 with AECOM, Inc.

**RECOMMENDATION**

Authorize the Executive Director to approve task work assignment 20/21-066.004 with AECOM Inc., for Federal Emergency Management Agency Fiscal Year 2016 Risk Mapping and Planning Product Production Consultant Services, for an amount not to exceed \$14,000.

**BACKGROUND**

The District has been a Cooperative Technical Partner (CTP) with the Federal Emergency Management Agency (FEMA) for almost 20 years. As a CTP, the District receives funding annually from FEMA through the Risk Mapping and Planning (MAP) program to hire engineering firms to update and improve the floodplain maps and help local governments increase the public's flood hazard awareness. In August 2016, the District was awarded a grant in the amount of \$1,088,000 to implement the Fiscal Year (FY16) Risk MAP project. The District was able to complete a portion of that grant without using all of the funds allocated from FEMA. This TWA would allocate \$14,000 of the funding that was not used to AECOM Inc., for outreach in the Upper and Lower Suwannee River Basin (FY18 grant). The CTP program directly supports the District's core mission of reducing flood vulnerability.

In January 2020, the Governing Board approved AECOM as a qualified engineering firm to provide Product Production Consultant (PPC) services for FEMA FY19 through FY24 Risk Map projects. The primary task of the PPC firm is to develop the hydrology and hydraulic models needed to create or update maps. Firms are selected each fiscal year based on their previous work experience, knowledge of a particular geographical region, and work load. The FY16 grant will be added to the FY18, and FY19 grants to provide funding to complete the hydrology and hydraulic model revisions for the Santa Fe Watershed. This task work assignment will increase the total amount of the contract from \$2,564,688 to \$2,578,688. All mapping rates are established and approved by FEMA. Firms invoice the District as they complete the work and FEMA reimburses the District by direct deposit within days of submitting the invoices.

Funds are included in the FY 2024 budget.

LM/tm

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, Division of Water Resources

DATE: September 30, 2023

RE: 2023 Priority List for Establishment of Minimum Flows and Minimum Water Levels

**RECOMMENDATION**

Approve the minimum flows and minimum water levels 2023 priority list and submit the approved list to the Florida Department of Environmental Protection pursuant to subsection 373.042(3), Florida Statutes.

**BACKGROUND**

Pursuant to subsection 373.042(3), Florida Statutes, the District is required to identify priority water bodies for the establishment of minimum flows and minimum water levels (MFLs), including those listed water bodies that have the potential to be affected by withdrawals in an adjacent District and for which the Florida Department of Environmental Protection's (FDEP) adoption may be appropriate. The priority list and schedule for the establishment of MFLs must be submitted to FDEP for review and approval by November 15 each year.

A narrative describing the past year's accomplishments, current progress of MFLs in development, and changes to the priority list from last year is also attached. Accomplishments for 2023 include continuing work on the Lower Santa Fe and Ichetucknee Rivers and Priority Springs MFL Recovery Strategy, completing the peer review process for the Upper and Middle Suwannee River MFL evaluations, and adopting MFL rules for Lake Hampton and Lake Santa Fe. Rule adoption for the revised Lower Santa Fe and Ichetucknee Rivers and priority springs MFL is pending completion of the updated recovery strategy in coordination with the St. Johns River Water Management District and FDEP. Changes to the MFL priority list include the following updates:

- § Lower Santa Fe and Ichetucknee Rivers and priority springs were rescheduled to 2024 to continue updating the recovery strategy;
- § Cherry Lake MFLs were rescheduled to 2024 to allow for public review and comment;
- § Upper and Middle Suwannee River MFLs were rescheduled to 2024 to make necessary revisions to the MFL evaluations in response to peer review and public comments;
- § Middle Suwannee River outstanding Florida springs MFLs have been rescheduled for 2024 to incorporate additional data collection and analysis into the MFL evaluations;
- § Other Middle Suwannee River priority springs MFLs and Upper Suwannee priority springs MFLs with minimal data have been rescheduled for 2025 to incorporate additional data collection and analysis into the MFL evaluations;

- § Upper Suwannee priority springs MFLs with more data were rescheduled to 2026 to develop MFLs specific to those springs;
- § Withlacoochee River and priority springs and Waccasassa River and Levy Blue Spring were rescheduled to 2026 due to increased focus on priority springs along the Upper and Middle Suwannee River; and
- § The Alapaha River was removed from the priority list because District staff determined that potential adverse impacts from withdrawals would best be assessed at Alapaha River Rise and Holton Creek Rise, which are on the priority list for 2026.

SK/ao

Attachment

**Suwannee River Water Management District  
2023 MFL Priority List and Schedule**

Past Year Accomplishments:

- Lower Santa Fe and Ichetucknee Rivers and Priority Springs MFL Recovery Strategy updates were advanced in coordination with the St Johns River Water Management District (SJRWMD) and the Florida Department of Environmental Protection (FDEP);
- Upper and Middle Suwannee River MFL evaluations are in progress;
- Lake Hampton and Lake Santa Fe MFL rules were adopted;
- Cherry Lake draft MFL evaluation was completed and posted for public review; and
- Withlacoochee River and priority springs data collection is in progress.

Technical work continues for the water bodies in the table below. Technical work includes data collection and analysis activities, MFL evaluations, peer reviews of MFL evaluations, MFL status assessments, and District responses to peer review and stakeholder comments. Current progress of MFLs in development:

| <b>Waterbody Name or System Name</b>                       | <b>Current Status</b>                                                                             |
|------------------------------------------------------------|---------------------------------------------------------------------------------------------------|
| Lower Santa Fe and Ichetucknee Rivers and Priority Springs | MFL re-evaluation completed;<br>Updated recovery strategy in progress                             |
| Upper Suwannee River and Priority Springs                  | MFL evaluation peer reviewed for river gages;<br>MFL evaluations in progress for priority springs |
| Middle Suwannee River and Priority Springs                 | MFL evaluation peer reviewed for river gages;<br>MFL evaluations in progress for priority springs |
| Lake Hampton                                               | MFL rule adoption completed                                                                       |
| Lake Santa Fe                                              | MFL rule adoption completed                                                                       |
| Cherry Lake                                                | Draft MFL evaluation completed;<br>Public review in progress                                      |
| Withlacoochee River and Priority Springs                   | Data collection in progress                                                                       |
| Waccasassa River and Levy Blue Spring                      | Data collection partially completed;<br>Hydrologic modeling pending                               |

Changes to the Priority List and Schedule from 2022 to 2023:

- The Lower Santa Fe and Ichetucknee Rivers and Priority Springs MFLs have been rescheduled for 2024 to allow for continued development of the updated Recovery Strategy in coordination with SJRWMD and FDEP;
- The Cherry Lake MFLs have been rescheduled for 2024, to allow for public review and comment on the MFL and hydrologic modeling reports;
- The Upper and Middle Suwannee River MFLs (excluding priority springs) have been rescheduled for 2024, to make necessary revisions to the MFL evaluations in response to peer review and public comments in coordination with SJRWMD and FDEP. Rule adoption is anticipated in 2024;

- The Middle Suwannee River Outstanding Florida Springs MFLs have been rescheduled for 2024, to incorporate additional data collection and analysis into the MFL evaluations in coordination with SJRWMD and FDEP. Peer review and rule adoption are anticipated in 2024;
- The Middle Suwannee River Priority Springs MFLs (excluding the Outstanding Florida Springs) have been rescheduled for 2025 to incorporate additional data collection and analysis into the MFL evaluations;
- The Upper Suwannee River Priority Springs MFLs with minimal data availability have been rescheduled for 2025 for further development of MFL evaluations. The Upper Suwannee River Priority Springs MFLs with more data availability have been rescheduled for 2026, to allow for development of MFL evaluations specific to each spring;
- The Withlacoochee River and Priority Springs (excluding Madison Blue Spring) MFLs have been rescheduled for 2026 to allow for additional data collection and MFL evaluation;
- The Waccasassa River and Levy Blue Spring MFL re-evaluations have been rescheduled for 2026 to allow for additional data collection, hydrologic modeling, and MFL evaluation;
- The Alapaha River was removed from the priority list because District staff determined that potential adverse impacts from withdrawals would best be assessed at Alapaha River Rise and Holton Creek Rise which are on the priority list for 2026; and
- Water bodies with adopted MFLs that are not scheduled for re-evaluation in the current planning horizon are not shown in the 2023 Priority List and Schedule.

**Suwannee River Water Management District  
2023 MFL Priority List and Schedule**

Suwannee River Water Management District Minimum Flows and Minimum Levels to be adopted in 2024

| <b>New or Re-Evaluation</b> | <b>Waterbody Name or Compliance Point</b>      | <b>System Name</b> | <b>Waterbody Type</b> | <b>County</b> | <b>Voluntary Peer Review to be Completed ?</b> | <b>Cross-Boundary Impacts from Adjacent WMD?</b> | <b>Latitude</b> | <b>Longitude</b> | <b>Rulemaking Status</b> |
|-----------------------------|------------------------------------------------|--------------------|-----------------------|---------------|------------------------------------------------|--------------------------------------------------|-----------------|------------------|--------------------------|
| Re-Evaluation               | Santa Fe River near Fort White                 | Lower Santa Fe     | River                 | Gilchrist     | Yes                                            | Yes                                              | 29.8486         | -82.7153         | Rule Adopted             |
| New                         | Santa Fe River at US HWY 441 near High Springs | Lower Santa Fe     | River                 | Alachua       | Yes                                            | Yes                                              | 29.8525         | -82.6086         |                          |
| Re-Evaluation               | Columbia (Col101974)                           | Lower Santa Fe     | Spring (Mag. 2)       | Columbia      | Yes                                            | Yes                                              | 29.8340         | -82.6767         | Rule Adopted             |
| Re-Evaluation               | Columbia Spring (OFS)                          | Lower Santa Fe     | Spring (Mag. 1)       | Columbia      | Yes                                            | Yes                                              | 29.8541         | -82.6120         | Rule Adopted             |
| Re-Evaluation               | Devils Ear Spring (OFS)                        | Lower Santa Fe     | Spring (Mag. 1)       | Gilchrist     | Yes                                            | Yes                                              | 29.8353         | -82.6966         | Rule Adopted             |
| Re-Evaluation               | Hornsby Spring (OFS)                           | Lower Santa Fe     | Spring (Mag. 1)       | Alachua       | Yes                                            | Yes                                              | 29.8504         | -82.5932         | Rule Adopted             |
| Re-Evaluation               | July Spring                                    | Lower Santa Fe     | Spring (Mag. 1)       | Columbia      | Yes                                            | Yes                                              | 29.8362         | -82.6964         | Rule Adopted             |
| Re-Evaluation               | Poe Spring (OFS)                               | Lower Santa Fe     | Spring (Mag. 2)       | Alachua       | Yes                                            | Yes                                              | 29.8257         | -82.6490         | Rule Adopted             |
| Re-Evaluation               | Rum Island Spring                              | Lower Santa Fe     | Spring (Mag. 2)       | Columbia      | Yes                                            | Yes                                              | 29.8335         | -82.6798         | Rule Adopted             |
| Re-Evaluation               | Santa Fe River Rise                            | Lower Santa Fe     | Spring (Mag. 1)       | Alachua       | Yes                                            | Yes                                              | 29.8739         | -82.5916         | Rule Adopted             |
| Re-Evaluation               | Siphon Creek Rise                              | Lower Santa Fe     | Spring (Mag. 1)       | Gilchrist     | Yes                                            | Yes                                              | 29.8562         | -82.7331         | Rule Adopted             |
| Re-Evaluation               | Treehouse Spring (OFS)                         | Lower Santa Fe     | Spring (Mag. 1)       | Alachua       | Yes                                            | Yes                                              | 29.8549         | -82.6029         | Rule Adopted             |
| New                         | Gilchrist Blue Spring                          | Lower Santa Fe     | Spring (Mag. 2)       | Gilchrist     | Yes                                            | Yes                                              | 29.8299         | -82.6829         |                          |
| Re-Evaluation               | Ichetucknee River at Hwy27 near Hildreth       | Ichetucknee        | River                 | Columbia      | Yes                                            | Yes                                              | 29.9525         | -82.7861         | Rule Adopted             |
| Re-Evaluation               | Blue Hole Spring (OFS Group)                   | Ichetucknee        | Spring (Mag. 1)       | Columbia      | Yes                                            | Yes                                              | 29.9805         | -82.7584         | Rule Adopted             |
| Re-Evaluation               | Devils Eye Spring (OFS Group)                  | Ichetucknee        | Spring (Mag. 2)       | Gilchrist     | Yes                                            | Yes                                              | 29.8352         | -82.6966         | Rule Adopted             |

Suwannee River Water Management District Minimum Flows and Minimum Levels to be adopted in 2024

| New or Re-Evaluation | Waterbody Name or Compliance Point  | System Name     | Waterbody Type  | County    | Voluntary Peer Review to be Completed ? | Cross-Boundary Impacts from Adjacent WMD? | Latitude | Longitude | Rulemaking Status |
|----------------------|-------------------------------------|-----------------|-----------------|-----------|-----------------------------------------|-------------------------------------------|----------|-----------|-------------------|
| Re-Evaluation        | Grassy Hole Spring (OFS Group)      | Ichetucknee     | Spring (Mag. 3) | Columbia  | Yes                                     | Yes                                       | 29.9678  | -82.7597  | Rule Adopted      |
| Re-Evaluation        | Ichetucknee Head Spring (OFS Group) | Ichetucknee     | Spring (Mag. 2) | Suwannee  | Yes                                     | Yes                                       | 29.9842  | -82.7619  | Rule Adopted      |
| Re-Evaluation        | Mill Pond Springs (OFS Group)       | Ichetucknee     | Spring (Mag. 2) | Columbia  | Yes                                     | Yes                                       | 29.9667  | -82.7600  | Rule Adopted      |
| Re-Evaluation        | Mission Springs (OFS Group)         | Ichetucknee     | Spring (Mag. 2) | Columbia  | Yes                                     | Yes                                       | 29.9762  | -82.7579  | Rule Adopted      |
| New                  | Suwannee River at White Springs     | Upper Suwannee  | River           | Columbia  | Yes                                     | Yes                                       | 30.3256  | -82.7383  |                   |
| New                  | Suwannee River at Suwannee Springs  | Upper Suwannee  | River           | Suwannee  | Yes                                     | Yes                                       | 30.3928  | -82.9333  |                   |
| New                  | Suwannee River at Ellaville         | Middle Suwannee | River           | Suwannee  | Yes                                     | Yes                                       | 30.3844  | -82.8281  |                   |
| New                  | Suwannee River at Branford          | Middle Suwannee | River           | Suwannee  | Yes                                     | Yes                                       | 29.9556  | -82.9278  |                   |
| New*                 | Falmouth Spring (OFS)               | Middle Suwannee | Spring (Mag. 1) | Suwannee  | Yes                                     | Yes                                       | 30.3612  | -83.1350  | Emergency rule*   |
| New*                 | Lafayette Blue Spring (OFS)         | Middle Suwannee | Spring (Mag. 1) | Lafayette | Yes                                     | Yes                                       | 30.1258  | -83.2261  | Emergency rule*   |
| New*                 | Peacock Springs Group (OFS)         | Middle Suwannee | Spring (Mag. 2) | Suwannee  | Yes                                     | Yes                                       | 30.1232  | -83.1332  | Emergency rule*   |
| New*                 | Troy Spring (OFS)                   | Middle Suwannee | Spring (Mag. 1) | Lafayette | Yes                                     | Yes                                       | 30.0060  | -82.9975  | Emergency rule*   |
| Re-Evaluation        | Madison Blue Spring (OFS)           | Withlacoochee   | Spring (Mag. 1) | Madison   | Yes                                     | Under evaluation                          | 30.4804  | -83.2444  | Rule Adopted      |
| New                  | Cherry Lake                         | Cherry Lake     | Lake            | Madison   | Yes                                     | Under evaluation                          | 30.6183  | -82.5778  |                   |

\* Emergency MFL rule 40BER 17-01 effective July 1, 2017.

Suwannee River Water Management District Minimum Flows and Minimum Levels to be adopted in 2025

| <b>New or Re-Evaluation</b> | <b>Waterbody Name or Compliance Point</b> | <b>System Name</b> | <b>Waterbody Type</b> | <b>County(s)</b> | <b>Voluntary Peer Review to be Completed ?</b> | <b>Cross-Boundary Impacts from Adjacent WMD?</b> | <b>Latitude</b> | <b>Longitude</b> | <b>Rulemaking Status</b> |
|-----------------------------|-------------------------------------------|--------------------|-----------------------|------------------|------------------------------------------------|--------------------------------------------------|-----------------|------------------|--------------------------|
| New                         | Allen Mill Pond Springs                   | Middle Suwannee    | Spring (Mag. 2)       | Lafayette        | Yes                                            | Yes                                              | 30.1628         | -83.2431         |                          |
| New                         | Anderson Spring                           | Middle Suwannee    | Spring (Mag. 2)       | Suwannee         | Yes                                            | Yes                                              | 30.3534         | -83.1897         |                          |
| New                         | Bell Spring                               | Middle Suwannee    | Spring (Mag. 3)       | Gilchrist        | Yes                                            | Yes                                              | 29.5974         | -82.9412         |                          |
| New                         | Bonnet Spring                             | Middle Suwannee    | Spring (Mag. 2)       | Suwannee         | Yes                                            | Yes                                              | 30.1243         | -83.1382         |                          |
| New                         | Branford Spring                           | Middle Suwannee    | Spring (Mag. 2)       | Suwannee         | Yes                                            | Yes                                              | 29.9549         | -82.9284         |                          |
| New                         | Charles Spring                            | Middle Suwannee    | Spring (Mag. 2)       | Suwannee         | Yes                                            | Yes                                              | 30.1674         | -83.2304         |                          |
| New                         | Guaranto Spring                           | Middle Suwannee    | Spring (Mag. 2)       | Dixie            | Yes                                            | Yes                                              | 29.7798         | -82.9400         |                          |
| New                         | Hart Springs                              | Middle Suwannee    | Spring (Mag. 2)       | Gilchrist        | Yes                                            | Yes                                              | 29.6750         | -82.9512         |                          |
| New                         | Lime Sink Rise                            | Middle Suwannee    | Spring (Mag. 2)       | Suwannee         | Yes                                            | Yes                                              | 30.3878         | -83.1611         |                          |
| New                         | Little River Spring                       | Middle Suwannee    | Spring (Mag. 2)       | Suwannee         | Yes                                            | Yes                                              | 29.9969         | -82.9663         |                          |
| New                         | Otter Spring                              | Middle Suwannee    | Spring (Mag. 2)       | Gilchrist        | Yes                                            | Yes                                              | 29.6448         | -82.9428         |                          |
| New                         | Pothole Spring                            | Middle Suwannee    | Spring (Mag. 2)       | Dixie            | Yes                                            | Yes                                              | 29.8107         | -82.9359         |                          |
| New                         | Rock Bluff Springs                        | Middle Suwannee    | Spring (Mag. 2)       | Gilchrist        | Yes                                            | Yes                                              | 29.7991         | -82.9186         |                          |
| New                         | Rock Sink Spring                          | Middle Suwannee    | Spring (Mag. 2)       | Dixie            | Yes                                            | Yes                                              | 29.7279         | -82.9493         |                          |
| New                         | Royal Spring                              | Middle Suwannee    | Spring (Mag. 3)       | Suwannee         | Yes                                            | Yes                                              | 30.0837         | -83.0748         |                          |
| New                         | Ruth Spring                               | Middle Suwannee    | Spring (Mag. 2)       | Lafayette        | Yes                                            | Yes                                              | 29.9958         | -82.9768         |                          |
| New                         | Suwanacoochee Spring                      | Middle Suwannee    | Spring (Mag. 2)       | Madison          | Yes                                            | Yes                                              | 30.3867         | -83.1718         |                          |
| New                         | Telford Spring                            | Middle Suwannee    | Spring (Mag. 2)       | Suwannee         | Yes                                            | Yes                                              | 30.1070         | -83.1657         |                          |
| New                         | Turtle Spring                             | Middle Suwannee    | Spring (Mag. 2)       | Lafayette        | Yes                                            | Yes                                              | 29.8474         | -82.8903         |                          |
| New                         | Lime Spring                               | Middle Suwannee    | Spring (Mag. 2)       | Suwannee         | Yes                                            | Yes                                              | 30.3912         | -83.1687         |                          |
| New                         | Blue Sink Spring (Suwannee)               | Upper Suwannee     | Spring (Mag. 2)       | Suwannee         | Yes                                            | Yes                                              | 30.3357         | -82.8084         |                          |
| New                         | Hamilton Unnamed Spring (Ham1023971)      | Upper Suwannee     | Spring (Mag. 2)       | Hamilton         | Yes                                            | Yes                                              | 30.3861         | -82.9064         |                          |
| New                         | Blue Spring at Boys Ranch                 | Upper Suwannee     | Spring (Mag. 2)       | Suwannee         | Yes                                            | Yes                                              | 30.4223         | -83.0138         |                          |
| New                         | Stevenson Spring                          | Upper Suwannee     | Spring (Mag. 2)       | Suwannee         | Yes                                            | Yes                                              | 30.4171         | -83.1530         |                          |
| New                         | Seven Sisters Spring                      | Upper Suwannee     | Spring (Mag. 2)       | Hamilton         | Yes                                            | Yes                                              | 30.4177         | -83.1553         |                          |

Suwannee River Water Management District Minimum Flows and Minimum Levels to be adopted in 2026

| <b>New or Re-Evaluation</b> | <b>Waterbody Name or Compliance Point</b> | <b>System Name</b> | <b>Waterbody Type</b> | <b>County(s)</b> | <b>Voluntary Peer Review to be Completed ?</b> | <b>Cross-Boundary Impacts from Adjacent WMD?</b> | <b>Latitude</b> | <b>Longitude</b> | <b>Rulemaking Status</b> |
|-----------------------------|-------------------------------------------|--------------------|-----------------------|------------------|------------------------------------------------|--------------------------------------------------|-----------------|------------------|--------------------------|
| New                         | Alapaha River Rise                        | Upper Suwannee     | Spring (Mag. 1)       | Hamilton         | Yes                                            | Yes                                              | 30.4394         | -83.0893         |                          |
| New                         | Holton Creek Rise                         | Upper Suwannee     | Spring (Mag. 1)       | Hamilton         | Yes                                            | Yes                                              | 30.4379         | -83.0576         |                          |
| New                         | Suwannee Springs                          | Upper Suwannee     | Spring (Mag. 2)       | Suwannee         | Yes                                            | Yes                                              | 30.3945         | -82.9345         |                          |
| New                         | White Sulphur Springs                     | Upper Suwannee     | Spring (Mag. 2)       | Hamilton         | Yes                                            | Yes                                              | 30.3300         | -82.7608         |                          |
| New                         | Withlacoochee River near Pinetta          | Withlacoochee      | River                 | Madison          | Yes                                            | Under evaluation                                 | 30.5953         | -82.7403         |                          |
| New                         | Withlacoochee River near Lee              | Withlacoochee      | River                 | Madison          | Yes                                            | Under evaluation                                 | 30.4104         | -83.1801         |                          |
| New                         | Hardee (Rossiter) Spring                  | Withlacoochee      | Spring (Mag. 2)       | Hamilton         | Yes                                            | Under evaluation                                 | 30.5447         | -83.2501         |                          |
| New                         | Pot Spring                                | Withlacoochee      | Spring (Mag. 2)       | Hamilton         | Yes                                            | Under evaluation                                 | 30.4708         | -83.2344         |                          |
| Re-Evaluation               | Waccasassa River near Gulf Hammock        | Waccasassa         | River                 | Levy             | Yes                                            | Under evaluation                                 | 29.2038         | -82.7689         | Rule Adopted             |
| Re-Evaluation               | Levy Blue Spring                          | Waccasassa         | Spring (Mag. 3)       | Levy             | Yes                                            | Under evaluation                                 | 29.4507         | -82.6990         | Rule Adopted             |

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Emily Ducker, Water Supply Office Chief, Office of Water Supply

THRU: Amy Brown, Deputy Executive Director, Water Resources

DATE: September 12, 2023

RE: Five-Year Water Resource Development Work Program Report

**RECOMMENDATION**

Authorize District staff to transmit the Five-Year Water Resource Development Work Program Report and incorporate appropriate revisions.

**BACKGROUND**

The District is required to submit a Five-Year Water Resource Development Work Program Report to the Florida Department of Environmental Protection (DEP) pursuant to section 373.536, Florida Statutes. This requirement came into effect following approval of the North Florida Regional Water Supply Plan in January 2017, and this is the seventh year the District has prepared this report. The report updates the implementation of the District's regional water supply plan, and the work program lists Basin Management Action Plan projects funded through the District.

The Fiscal Year 2023-2024 Water Resource Development Work Program Report includes District-funded projects from October 1, 2023, and multi-year projects funded through September 30, 2028, as well as anticipated programmatic funding in support of water supply planning, minimum flows and minimum water levels, and water resource development. Projects involving water conservation, resource evaluation, and regional water resource development are contained in the report.

This authorization allows District staff to transmit the report, and to address and incorporate appropriate revisions resulting from FDEP and/or public comment to the Water Resource Development Work Program Report prior to inclusion into the 2024 Consolidated Annual Report. The draft report is available for review on the [District's Water Resource Development Work Program](#) web page.

EJD/ao