

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

YouTube Link: <https://www.youtube.com/@SRWMD>

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.

July 9, 2024
9:00 a.m.

District Headquarters
Live Oak, Florida

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

Agenda Item No 2 – Roll Call

Governing Board

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

Governing Board Legal Counsel

Name	Firm	Present	Not Present
George T. Reeves	Davis, Schnitker, Reeves & Browning, P.A.	X	

Leadership Team

Position	Name	Present	Not Present
Executive Director	Hugh Thomas	X	
Deputy Executive Director	Tim Alexander	X	
Deputy Executive Director	Amy Brown	X	
Executive Office & Board Coordinator	Robin Lamm	X	

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

UPDATED:

Agenda Item No. 14 - Business and Community Services - Tentative Fiscal Year 2024-2025 Millage and Budget

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

Agenda Item No. 4 – Public Comment:

- Mayor Frank Davis, City of Live Oak – Thanks the District for support of upcoming approval item regarding septic to sewer with assistance with the Florida Department of Environmental Protection grant.
- Jeff Hill – Concerns regarding irrigation pipe.

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

- Agenda Item No. 6 - June 11, 2024 Governing Board, Executive Director Evaluation Committee, and Audit Committee Meetings Minutes
- Agenda Item No. 9 - Performance Evaluation Review of Executive Director
- Agenda Item No. 11 - Amendment to Contract 23/24-044 with SanRiver Farms, LLC in Suwannee County
- Agenda Item No. 12 - Amendment to Contract Number 21/22-192, Sustainable Suwannee Nutrient Mitigation Project with the United Dairy Farmers of Florida
- Agenda Item No. 13 - May 2024 Financial Report
- Agenda Item No. 16 - Inspector General Audit Report Number 24-01, Internal Audit of Cybersecurity
- Agenda Item No. 17 - Inspector General Audit Report Number 24-02, Follow-up on District Corrective Actions Regarding Prior Internal Audit Findings
- Agenda Item No. 18 - Inspector General Audit Report Number 24-03, Internal Audit of Cost-Share Agreements
- Agenda Item No. 21 - Task Work Assignment with AECOM, Inc. for Federal Emergency Management Agency Fiscal Year 2023 Risk Mapping Assessment and Planning Program Services
- Agenda Item No. 22 Task Work Assignment with AtkinsRealis, Inc. for Federal Emergency Management Agency Fiscal Year 2023 Risk Mapping Assessment and Planning Program Services
- Agenda Item No. 23 - Task Work Assignment with Dewberry Engineers, Inc. for Federal Emergency Management Agency Fiscal Year 2023 Risk Mapping Assessment and Planning Program Services
- Agenda Item No. 24 - Task Work Assignment with WSP, Inc. for Federal Emergency Management Agency Fiscal Year 2023 Risk Mapping Assessment and Planning Program Services
- Agenda Item No. 29 - Clarification of Rate-Based Agreements for Road, Hydrological, and Ditch-Mowing Services
- Agenda Item No. 30 - Clarification of Rate-Based Agreements for Prescribed Fire and Vegetative Management Services
- Agenda Item No. 35 - Memorandum of Agreement with St. Johns Water Management District for Surface and Groundwater Chemistry Analysis

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

Agenda Item No. 6 - June 11, 2024, Governing Board, Executive Director Evaluation Committee, and Audit Committee Meetings Minutes. Approved on Consent.

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

- A. Robbie McKinney, Manager, Office of Water Resources, gave a presentation of hydrologic conditions of the District.
- B. Cooperating Agencies and Organizations. None

Hugh Thomas, Executive Director, recognized Leroy Marshall, and Mary Diaz for the Association of State Floodplain Managers award received for the District outreach efforts.

GOVERNING BOARD LEGAL COUNSEL

Agenda Item No. 8 – Update on Legal Activities Tom Reeves, Board Legal Counsel, updated the Board on the Jeff Hill District Court appeal pending in the courts.

Agenda Item No. 9 - Performance Evaluation Review of Executive Director. Approved on Consent.

BUSINESS AND COMMUNITY SERVICES

Administration

Agenda Item No. 10 – Facilities Update. Ben Glass, Chief, Office of Administration, provided an update to the Board.

Agriculture Projects

Agenda Item No. 11 – Amendment to Contract 23/24-044 with SanRiver Farms, LLC, Suwannee County. Approved on Consent.

Agenda Item No. 12 – Amendment to Contract Number 21/22-192, Sustainable Suwannee Nutrient Mitigation Project with the United Dairy Farmers of Florida Amendment. Approved on Consent.

Finance

Agenda Item No. 13 – May 2024 Financial Report. Approved on Consent.

Agenda Item No. 14 – Tentative Fiscal Year 2024-2025 Millage and Budget - **UPDATED**. Kristin Thompson, Finance Program Manager, Office of Finance, presented this item to the Board,

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

Agenda Item No. 15 – Resolution Number 2024-04, Release of Fiscal Year 2024-2025 State Appropriations. Pam Shaw, Chief, Office of Finance, presented this item to the Board.

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

Agenda Item No. 16 – Inspector General Audit Report Number 24-01, Internal Audit of Cybersecurity. Approved on Consent.

Agenda Item No. 17 – Inspector General Audit Report Number 24-02, Follow-up on District Corrective Actions Regarding Prior Internal Audit Findings. Approved on Consent.

Agenda Item No. 18 – Inspector General Audit Report Number 24-03, Internal Audit of Cost-Share Agreements. Approved on Consent.

Resource Management

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

Environmental Projects

Agenda Item No. 20 – Environmental and Agriculture Projects Monthly Report. This report was provided as an informational item in the Board materials.

Agenda Item No. 21 – Task Work Assignment with AECOM, Inc. for Federal Emergency Management Agency Fiscal Year 2023 Risk Mapping Assessment and Planning Program Services. Approved on Consent.

Agenda Item No. 22 – Task Work Assignment with AtkinsRealis, Inc. for Federal Emergency Management Agency Fiscal Year 2023 Risk Mapping Assessment and Planning Program Services. Approved on Consent.

Agenda Item No. 23 – Task Work Assignment with Dewberry Engineers, Inc. for Federal Emergency Management Agency Fiscal Year 2023 Risk Mapping Assessment and Planning Program Services. Approved on Consent.

Agenda Item No. 24 – Task Work Assignment with WSP, Inc. for Federal Emergency Management Agency Fiscal Year 2023 Risk Mapping Assessment and Planning Program Services. Approved on Consent.

Agenda Item No. 25 – Amend Contract with the Florida Department of Environmental Protection and Contract with City of Live Oak for Cost Share Assistance. Mary Diaz, Professional Engineer, Resource Management/Environmental Projects Program, presented this item to the Board.

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

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

OUTREACH AND OPERATIONS

Communications and Outreach

Agenda Item No. 26 – Outreach and Communications Activity Summary. This summary was provided as an informational item in the Board materials.

Land Management

Agenda Item No. 27 – Land Management Update Report. This report was provided as an informational item in the Board materials.

Agenda Item No. 28 – Land Acquisition and Disposition Activity Report. This report was provided as an informational item in the Board materials.

Agenda Item No. 29 - Clarification of Rate-Based Agreements for Road, Hydrological, and Ditch-Mowing Services. Approved on Consent.

Agenda Item No. 30 – Clarification of Rate-Based Agreements for Prescribed Fire and Vegetative Management Services. Approved on Consent

Agenda Item No. 31 – Task Work Assignment with Sunshine Outdoor Services, LLC for Road and Hydrological Facility Maintenance for Fiscal Year 2024-2025. Lorna Ratliff, Chief, Office of Land Management, presented this item to the Board.

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

Hydrologic Data Services

Agenda Item No. 32 – Agricultural Water Use Monitoring Report. This report was provided as an informational item in the Board materials.

WATER RESOURCES

Agenda Item No. 33 – Water Resources Division Updates. Amy Brown, Deputy Executive Director, provided updates to the Board.

Water Resources

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

Agenda Item No. 35 - Memorandum of Agreement with St. Johns Water Management District for Surface and Groundwater Chemistry Analysis. Approved on Consent.

Agenda Item No. 36 - Interagency Joint Funding Agreement with United States Geological Survey. Ms. Hetrick presented this item to the Board.

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

EXECUTIVE OFFICE

Agenda Item No. 37 - Announcements. Tyler Winburn, Coordinator, Legislative and Governmental Affairs, provided a Legislative update to the Board. Mr. Thomas updated the Board on District activities.

Agenda Item No. 38 - Governing Board Comments. None

Agenda Item No. 39 - Adjournment. Meeting adjourned at 11:10 a.m.


Chair

ATTEST:





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MINUTES OF LANDS COMMITTEE MEETING**

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July 9, 2024
Following Board Meeting

District Headquarters
Live Oak, FL

1. Call to Order / Committee Roll Call. Meeting began at 11:25 a.m.

Committee Members	Present	Not Present
Richard Schwab - Chair	X	
Charles Keith	X	
Larry Sessions	X	
Harry Smith	X	
Larry Thompson	X	

-Mr. Lloyd also attended the Lands Committee Meeting.

2. Public Comment. None

Management Agreements

3. Gilchrist Wellfield Tract Management Agreement with the Gilchrist County School Board. Katelyn Potter, Division Director, Outreach and Operations Division, presented this item to the Committee. Mrs. Potter corrected the memo to read 15 years not 50 years as stated.

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

Conservation Easements

4. Leland Wright Conservation Easement Donation, 149 +/- Acres, Gilchrist County. Mrs. Potter presented this item to the Committee.

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

Access/Utility Easements

5. Florida Department of Transportation, Temporary Construction Easement, Britt Creek Bridge, Lafayette County.
6. Florida Department of Transportation, Temporary Construction Easement, Camp Grade Road, Tract, Lafayette County. Mrs. Potter presented this item to the Committee

Mrs. Potter presented item numbers 5 and 6 together to the Committee and was voted on with one vote.

MOTION MADE BY SMITH, SECONDED BY SESSIONS TO APPROVE THE RECOMMENDATIONS ON THE BRITT CREEK BRIDGE AND THE CAMP GRADE ROAD BRIDGE. MOTION CARRIED WITH ONE VOTE FOR AGENDA ITEM 5 AND AGENDA ITEM 6.

7. Goosen Access Easement, Country Club Tract, Columbia County. Mrs. Potter presented this item to the Committee.

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

Land Acquisition / Property Offers

8. Denial of Exchange Offer from Mikel Koon, Suwannee County. Mrs. Potter presented this item to the Committee.

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

9. Right of Refusal on Zellwin Farms Company – Jennings Bluff Conservation Easement, Hamilton County. Mrs. Potter presented this item to the Committee.

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

10. Update on Existing Projects. Mrs. Potter updated the Committee on the existing projects and status of these projects.

11. Governing Board Directive GBD24-0004, Utility and Right of Way Easements. Mrs. Potter presented this item to the Committee.

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

12. Governing Board Directive GBD24-0005, Land Acquisition and Surplus Guidelines. Mrs. Potter presented this item to the Committee.

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

Discussion Items

13. 5-Year Workplan Discussion
Mrs. Potter discussed the 5-Year workplan with the Committee.
14. Announcements: None
15. Adjournment. Meeting adjourned at 12:04 p.m.



Chair

ATTEST:

