

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

*In compliance with Governor DeSantis Executive Order 20-52 which outlines measures to mitigate COVID-19, the District is hosting the Governing Board meeting via communication media technology and/or remote conferencing technology.*

**The Meeting will be conducted via GoTo Webinar for Presentations Only**

**GoTo Webinar Link:** <https://attendee.gotowebinar.com/register/3310540859352809487>

**Separate Call-In Number for Audio**

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

August 11, 2020  
9:00 a.m.

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 - July 2020 Board Meeting, Audit Committee Meeting, and Workshop Minutes
  - Agenda Item No. 11 - June 2020 Financial Report
  - Agenda Item No. 12 - Inspector General Audit Report #20-02 from Law, Redd, Crona & Munroe, P.A
  - Agenda Item No. 15 - Fiscal Year 2020-2021 Annual Regulatory Plan
  - Agenda Item No. 16 - Contract with the Federal Emergency Management Agency to Administer Risk MAP Program
  - Agenda Item No. 25 - Alternative Water Supply Funding Applications Submittal to the Florida Department of Environmental Protection
  - Agenda Item No. 27 - Contract Renewals for Prescribed Fire/Vegetation Management Services for Fiscal Year 2020-2021
  - Agenda Item No. 28 - Contract Renewal for 19/20-015 with Agriculture Construction Services, LLC.
  - Agenda Item No. 29 - Contract Renewal for 98/99-098 with Florida Fish & Wildlife Conservation Commission
  - Agenda Item No. 33 - Amendment to Florida Department of Environmental Protections Monitoring Grant Agreement AT002
  - Agenda Item No. 34 - Amendment of Interagency Joint Funding Agreement with the United States Geological Survey for Streamgaging Services for Fiscal Year 2019-2020
  - Agenda Item No. 35 - Interagency Joint Funding Agreement with the United States Geological Survey for Fiscal Year 2020-2021
  - Agenda Item No. 36 - Agreement with United States Department of Agriculture, Natural Resources Conservation Services for Monitoring Assistance
  - Agenda Item No. 39 - Statement of Agency Organization and Operation

Page 6

6. July 14, 2020 Board Meeting, Audit Committee Meeting, and Workshop Minutes - **Recommend Consent**
7. Items of General Interest for Information/Cooperating Agencies and Organizations
  - A. Hydrologic Conditions Report
  - B. Cooperating Agencies and Organizations
  - C. Staff Recognition – Louis Mantini (20 years) and Tyler Jordan (5 years)

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

8. Legal and Enforcement Updates

**BUSINESS AND COMMUNITY SERVICES**  
**Steve Minnis, Deputy Executive Director**

*Administration*

- BCS Page 1
9. Land Acquisition and Disposition Activity Report
  10. Facilities Update

*Finance*

- BCS Page 4
11. June 2020 Financial Report – **Recommend Consent**
- BCS Page 14
12. Inspector General Audit Report #20-02 from Law, Redd, Crona & Munroe, P.A. – **Recommend Consent**
- BCS Page 24
13. Resolution 2020-04, Updating Classification of Fiscal Year 2019-2020 Fund Balance

*Resource Management*

- BCS Page 27
14. Permitting Summary Report
- BCS Page 30
15. Fiscal Year 2020-2021 Annual Regulatory Plan – **Recommend Consent**
- BCS Page 37
16. Contract with the Federal Emergency Management Agency to Administer Risk MAP Program – **Recommend Consent**
- BCS Page 38
17. Variance Request for General Works of the District Permit Application WOD-029-237339-1, Cothron Residence, Dixie County
- BCS Page 49
18. Variance Request for Individual Works of the District Application ERP-023-206474-6, Bluebird Landing Modification, Columbia County
- BCS Page 65
19. Variance Request for General Works of the District Permit Application WOD-041-209782-2, Greist Fill and Associated Structures, Gilchrist County
- BCS Page 78
20. Works of the District General Permit Application Number WOD-047-236323-1, Spells Mobile Home, Hamilton County

- BCS Page 83 21. Environmental Resource Individual Permit Application Number ERP-121-235731-1, De Serna Residence, Suwannee County
- BCS Page 88 22. Modification of Water Use Permit Application 2-041-218202-3, Seven Springs Water Company Project, Gilchrist County

*Agriculture and Environmental Projects*

- BCS Page 109 23. Contract to Provide Cost-Share Funding to Tillis Farms, LLC., Levy County
- BCS Page 112 24. Contract to Provide Cost-Share Funding to Frank Quincey, Levy County
- BCS Page 116 25. Alternative Water Supply Funding Applications Submittal to the Florida Department of Environmental Protection – **Recommend Consent**

**WATER AND LAND RESOURCES**  
**Tom Mirti, Deputy Executive Director**

*Land Management*

- WLR Page 1 26. District Land Management and Twin Rivers State Forest Activity Summary
- WLR Page 5 27. Contract Renewals for Prescribed Fire/Vegetation Management Services for Fiscal Year 2020-2021 – **Recommend Consent**
- WLR Page 7 28. Contract Renewal for 19/20-015 with Agriculture Construction Services, LLC. For Featured Site Recreational Maintenance– **Recommend Consent**
- WLR Page 8 29. Contract Renewal for Renewal for 98/99-098 with Florida Fish & Wildlife Conservation Commission for Enhanced Law Enforcement– **Recommend Consent**

*Water Resources*

- WLR Page 9 30. Agricultural Water Use Monitoring Report
31. Annual Water Quality Summary Presentation
- WLR Page 13 32. Task Work Assignment with Wood Environmental and Infrastructure Solutions, Inc. for Water Quality and Biological Sampling
- WLR Page 15 33. Amendment of Florida Department of Environmental Protections Monitoring Grant Agreement AT002 – **Recommend Consent**
- WLR Page 17 34. Amendment of Interagency Joint Funding Agreement with the United States Geological Survey for Streamgaging Services for Fiscal Year 2019-2020 - **Recommend Consent**
- WLR Page 18 35. Interagency Joint Funding Agreement with the United States Geological Survey for Streamgaging Services for Fiscal Year 2020-2021 – **Recommend Consent**
- WLR Page 22 36. Agreement with United States Department of Agriculture, Natural Resources Conservation Services for Monitoring Assistance - **Recommend Consent**

Water Supply / MFL

37. MFL Update

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

- EO Page 1      38. District's Weekly Activity Reports
- EO Page 13    39. Statement of Agency Organization and Operation – **Recommend Consent**
40. 2021-2025 Strategic Plan Presentation
41. Announcements

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

<b>September 8, 2020</b>	3:00 p.m.	Board Meeting
	5:05 p.m.	First Public Hearing on Fiscal Year 2020-2021 Millage and Budget
<b>September 21, 2020 (Monday)</b>	3:00 p.m.	Workshops / Committee Meetings
	5:05 p.m.	Final Public Hearing on Fiscal Year 2020-2021 Millage and Budget

**\*\*Board Workshops immediately follow Board Meetings unless otherwise noted.**

42. Adjournment

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

Definitions:

•"Lobbies" is defined as seeking to influence a district policy or procurement decision or an attempt to obtain the goodwill of a district official or employee. (112.3261(1)(b), Florida Statutes [F.S.]

•"Lobbyist" is a person who is employed and receives payment, or who contracts for economic consideration, for the purpose of lobbying, or a person who is principally employed for governmental affairs by another person or governmental entity to lobby on behalf of that other person or governmental entity. (112.3215(1)(h), F.S.)



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

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

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

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

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

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

9:00 a.m., Tuesday  
July 14, 2020

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 In-Person	Present Telephonically	Not Present
Aucilla Basin	Vacant		-	-	-
Coastal River Basin	Richard Schwab	Sec./Treas.	X		
Lower Suwannee Basin	Don Quincey, Jr.	Vice Chair	X*		
Santa Fe & Wacc. Basins	Vacant				-
Upper Suwannee Basin	Vacant				-
At Large	Virginia H. Johns	Chair			X
At Large	Virginia Sanchez			X	
At Large	Gary Jones			X	
At Large	Charles Keith		X		

**\*Vice Chair Quincey presided over the Board Meeting**

**Governing Board Legal Counsel**

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

**Leadership Team**

Position	Name	Present In-Person	Present Telephonically	Not Present
Executive Director	Hugh Thomas	X		
Deputy Executive Director	Tom Mirti	X		
Deputy Executive Director	Steve Minnis	X		
Executive Office & Board Coordinator	Robin Lamm	X		

**Guests Via Telephonically and/or GoTo Webinar:**

Jon Ingram	Richard Powell
Jennifer Sagan	Matthew Cohen
Thomas Fox	Peter Kleinhenz
Adam Collins	Madeline Hart
Jon Dinges	Craig Varn
Paul Still	The Florida Channel
Benita Whalen	Katherine Wallace
Janet Llewellyn	Gene Lollis
Ray Hodge	Joe Skierski
Michael Flanders	Michael Roth
Erica Hernandez	Kevin Wright
Jim Tatum	Merrillee M. Jipson
Lucinda Merritt	Charles Shinn
John Quarterman	Steve Gladin
Doug Hearn	

**Staff Via In Person, Telephonically, and/or GoTo Webinar:**

Paul Buchanan	Pat Webster
Katelyn Potter	Tyler Jordan
Steve Schroeder	Monica Schott
Leroy Marshall	Sky Notestein
Tara Rodgers	Matt Cantrell
David Christian	Emily Ryan
Tilda Musgrove	Darlene Velez
Lindsey Garland	

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

**Updates:**

Agenda Item No. 20 – Business and Community Services - Tentative Fiscal Year 2020-2021 Millage and Budget

**Deletions:**

Agenda Item No. 28 – Business and Community Services - Contract to Provide Cost-Share Funding to Frank Quincey, Levy County

Agenda Item No. 4 – Public Comment.

- Lucinda Merritt, Our Santa Fe River – Questions regarding agenda item 35 with University of Florida and concerns regarding MFL recovery plan.
- Jim Tatum, Our Santa Fe River – Support of agenda item 35 with University of Florida and Nestle Waters concerns.
- Mike Roth, Our Santa Fe River – Support of agenda item 35 with University of Florida and MFL concerns.
- Gene Lollis – Florida Cattleman’s Association – Request to work and partner with projects in the District.
- Paul Still – Edwards Bottomlands project concerns.
- Carolyn Moseley –Edwards Bottomlands, water, and flooding in Bradford County concerns.

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

- Agenda Item No. 6 - June 9, 2020 Governing Board Meeting, Lands and Executive Director Evaluation Committee Minutes
- Agenda Item No. 9 - Evaluation of Executive Director by Executive Director Evaluation Committee

- Agenda Item No.11 - Governing Board Directive 20-0005, Conservation Easement Amendment Guidelines
- Agenda Item No. 12 - Detailed Assessment and Negotiations for Donation of a Conservation Easement on a 430 +/- Parcel, Alapaha Conservation Easement (Bearden), Hamilton County
- Agenda Item No. 13 - Property Offer, Clinch County Antioch Company (Blitch), Hamilton County
- Agenda Item No. 14 - Resolution 2020-02, Sale of Surplus Property, Three Rivers Estate Parcel, Columbia County
- Agenda Item No. 16 - Renew Contract for Vehicle Maintenance for Fiscal Year 2020-2021
- Agenda Item No.17 - Renew Contract for HVAC Maintenance for Fiscal Year 2020-2021
- Agenda Item No. 19 - May 2020 Financial Report
- Agenda Item No. 32 - Memorandum of Agreement with St. Johns River Water Management District for Surface and Groundwater Chemistry Analysis for Fiscal Year 2020-2021
- Agenda Item No. 33 - Renew Contract with Vieux & Associates, Inc., for Purchase of Gage-Adjusted Radar-Rainfall Data for Fiscal Year 2020-2021

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

Agenda Item No. 6 – Approval of Minutes – June 2020 Governing Board Meeting, Lands and Executive Director Evaluation Committees. Approved on Consent.

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

- The Hydrologic Conditions Report was emailed to Board Members. Tom Mirti, Deputy Executive Director, provided a brief hydrologic condition update.
- Cooperating Agencies and Organizations – None.
- Service Recognition – Steve Minnis recognized Paul Buchanan on 30 years of service and Pat Webster for 15 years of service.

### **GOVERNING BOARD LEGAL COUNSEL**

Agenda Item No. 8 – Legal and Enforcement Updates. Tom Reeves, Board Counsel, updated the Board with the ongoing Seven Springs litigation.

Agenda Item No. 9 – Evaluation of Executive Director by Executive Director Evaluation Committee. Approved on Consent.

### **BUSINESS AND COMMUNITY SERVICES**

#### Administration

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

Agenda Item No. 11 – Governing Board Directive 20-0005, Conservation Easement Amendment Guidelines. Approved on Consent.

Agenda Item No. 12 – Detailed Assessment and Negotiations for Donation of a Conservation Easement on a 430 +/- Parcel, Alapaha Conservation Easement (Bearden), Hamilton County. Approved on Consent.

Agenda Item No. 13 – Property Offer, Clinch County Antioch Company (Blitch), Hamilton County. Approved on Consent.

Agenda Item No. 14 – Resolution No. 2020-02, Sale of Surplus Property, Three Rivers Estate Parcel, Columbia County. Approved on Consent.

Agenda Item No. 15 – Property Offer, Riverbend Estates (Pfleiger), Dixie County. Steve Schroeder, Administration Chief, presented this item to the Board.

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

Agenda Item No. 16 – Renew Contract for Vehicle Maintenance for Fiscal Year 2020-2021. Approved on Consent.

Agenda Item No. 17 – Renew Contract for HVAC Maintenance for Fiscal Year 2020-2021. Approved on Consent.

Agenda Item No. 18 – Florida Power and Light North Florida Resiliency Corridor Update. Mr. Schroeder updated the Board on the status of the project.

#### Finance

Ben Glass, Legislative and Governmental Affairs Chief, provided an update on the Fiscal Year 2020-2021 General Appropriation Act to the Board.

Agenda Item No. 19 – Approval of May 2020 Financial Report. Approved on Consent.

Agenda Item No. 20 – Tentative Fiscal Year 2020-2021 Millage and Budget – **UPDATED.** Christina Green, Senior Budget and Fiscal Analyst, presented this item to the Board.

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

Agenda Item No. 21 – Resolution No. 2020-03, Release of Fiscal Year 2020-2021 State Appropriations. Mrs. Green presented this item to the Board.

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

#### Information Technology

Agenda Item No. 22 – Network Equipment Purchase. Tyler Jordan, Systems Administrator, presented this item to the Board.

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

Mr. Minnis introduced Monica Schott, Engineer 1, to the Board.

#### Resource Management

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

Agenda Item No. 24 – Variance Request for General Works of the District Permit WOD-041-209782-2, Greist Fill and Associated Structures, Gilchrist County. Leroy Marshall, Senior Professional Engineer, presented this item to the Board.

The following participants provided comments to the Board:  
Adam Collins, ACE Engineering  
John Greist, Property Owner  
Steve Gladin

MOTION WAS MADE BY JONES, SECONDED BY SANCHEZ TO TABLE THIS RECOMMENDATION UNTIL AUGUST MEETING. MOTION CARRIED UNANIMOUSLY.

Mr. Marshall provided an update on the Cothron enforcement item.

*Agriculture and Environmental Projects*

Agenda Item No. 25 – Bradford County Silviculture Enhancement and Aquifer Recharge Project. Pat Webster, Chief Professional Engineer, presented this item to the Board.

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

Agenda Item No. 26 – Contract to Provide Cost-Share Funding to 83 Farms, Gilchrist County. Matt Cantrell, Project Engineer, presented this item to the Board.

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

Agenda Item No. 27 – Contract to Provide Cost-Share Funding to FPI Ironwood, LLC., Suwannee County. Mr. Cantrell presented this item to the Board.

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

Agenda Item No. 28 – Contract to Provide Cost-Share Funding to Frank Quincey, Levy County. **DELETED**

Agenda Item No. 29 – Amendment to Contract 19/20-141 with George Wedsted, Suwannee County. Mr. Cantrell presented this item to the Board.

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

**WATER AND LAND RESOURCES**

*Land Management Program*

Agenda Item No. 30 - District Land Management & Twin River State Forest (TRSF) Activity Summary. This summary was provided as an informational item in the Board materials.

Water Resources Program

Agenda Item No. 31 – Agricultural Monitoring Report. This report was provided as an informational item in the Board materials.

Agenda Item No. 32 – Memorandum of Agreement with St. Johns River Water Management District for Surface and Groundwater Chemistry Analysis for Fiscal Year 2020-2021. Approved on Consent.

Agenda Item No. 33 – Renewal of Contract with Vieux & Associates, Inc., for Purchase of Gage-Adjusted Radar-Rainfall Data for Fiscal Year 2020-2021. Approved on Consent.

Agenda Item No. 34 – Engineering Services Task Work Assignment with Vanasse Hangen Brustlin, Inc., for Discharge Measurements and Calculation of Daily Discharge Values for Streamflow. Tara Rodgers, Hydro Data Services Chief, presented this item to the Board.

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

Water Supply / MFL Programs

Agenda Item No. 35 – Contract with the University of Florida for a Synthesis and Analysis of Flow Effects on Spring Ecosystems Project. Sky Notestein, Senior Project Manager, presented this item to the Board.

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

Agenda Item No. 36 – MFL Update. John Good, Chief Professional Engineer, provided an update to the Board.

**EXECUTIVE OFFICE**

Agenda Item No. 37 - District's Weekly Activity Reports. These reports were provided as an informational item in the Board materials.

Agenda Item No. 38 - Announcements. Mr. Thomas updated the Board on District activities.

Agenda Item No. 39 - Adjournment. Meeting adjourned at 11:25 a.m.

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Chair

ATTEST:

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AUDIT COMMITTEE MEETING

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

*In compliance with Governor DeSantis Executive Order 20-52 which outlines measures to mitigate COVID-19, the District hosted the July Governing Board meeting via communication media technology and/or remote conferencing technology.*

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April 14, 2020  
 Following Board Meeting

District Headquarters  
 Live Oak, FL

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

<b>Committee Members</b>	<b>Present In-Person</b>	<b>Present Telephonically</b>	<b>Not Present</b>
Don Quincey	X		
Virginia Johns		X	
Richard Schwab	X		

Mrs. Sanchez and Mr. Keith also attended the Committee Meeting.

2. Public Comment. None

3. Discussion Items:

- Inspector General Report 2020-2 – Corrective Action Status – Auditor General Operational Audit 2020-106. Pam Shaw, Chief Financial Officer, introduced John Ingram, Law, Redd, & Crona, to present the report to the Committee.

MOTION WAS MADE BY SCHWAB, SECONDED BY JOHNS TO APPROVE THE RECOMMENDATION TO FORWARD TO FULL BOARD FOR APPROVAL. MOTION CARRIED UNANIMOUSLY.

- External Financial Audit Services Discussion. Ms. Shaw provided an update of the District’s Audit Services. The Committee requested that District consider the External Financial Audit Services have a term limit of every 8 or as appropriate.
- Banking Services Discussion. Ms. Shaw provided an update of the District’s Banking Services. Mr. Quincey requested a Request for Proposal (RFP) to assess service pricing with other Banking Institutions.
- Investment Plan Discussion. Ms. Shaw provided an update of the District’s Investment Plans. Committee requested to look at District investment strategies and noted challenges due to the economy.

4. Announcements: None
5. Adjournment. Meeting adjourned at 12:39 p.m.

ATTEST:

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Chair

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

*In compliance with Governor DeSantis Executive Order 20-52 which outlines measures to mitigate COVID-19, the District hosted the Governing Board meeting via communication media technology and/or remote conferencing technology.*

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July 14, 2020  
Following Board Meeting

District Headquarters  
Live Oak, Florida

Workshop began at 12:39 p.m.

Project Credits Discussion. Hugh Thomas introduced Janet Llewellyn, LLC. Ms. Llewellyn provided a powerpoint presentation regarding Offsets and Credits for Water Resources and Water Supply Projects.

Pat Webster provided a powerpoint presentation regarding Project Tracking for water supply projects in the Agriculture and Environmental Projects Office Access database.

Workshop adjourned at 1:18 p.m.

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board  
FROM: Stephen Schroeder, Chief, Office of Administration  
THRU: Steve Minnis, Deputy Executive Director, Business and Community Services  
DATE: July 31, 2020  
RE: Land Acquisition and Disposition Activity Report

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

SCS/tm  
Attachments

**LAND ACQUISITION AND DISPOSITION ACTIVITY REPORT  
AUGUST 2020**

<b>Property Offers</b>						
<b>Tract</b>	<b>Acres</b>	<b>County</b>	<b>Submittal Date</b>	<b>Asking Price</b>	<b>Acquisition Type</b>	<b>Comments</b>
Gilchrist Lyme	17,854	Gilchrist	03.2019	Exchange acreage dependent on configuration/ Sandlin Bay 2,023 acre (USFS)	Easement	Tabled by Lands Committee 6.11.2019. Offeror has contract for sale of property. On hold.
Quail Heights	40.63	Columbia	07.2019	\$2,000,000	Fee	Staff review on 8.8.2019 recommended purchase in partnership with FDOT. Approved by Lands Committee on 2.11.2020. Approved by Governing Board 3.10.2020. Submitted for Springs Grant funding. <u>Awaiting outcome before proceeding.</u>
Columbia County Grasslands (ACT) a/k/a Wilson Trust	512	Columbia	08.2019	TBD	Conservation Easement	Staff recommendation to proceed with detailed analysis and negotiations approved by Lands Committee 12.12.2019. Approved by Governing Board on 1.14.2020. Approved by Lands Committee as a Springs Grant acquisition funding project. Approved by Governing Board 3.10.2020.
Santa Fe Springs (ACT) a/k/a Zow, Graham Springs	282	Columbia	08.2019	\$139,041	Fee	Staff recommendation to proceed with detailed analysis and negotiations approved by Lands Committee on 12.12.2019. Approved by Governing Board on 1.14.2020. Due diligence documentation submitted by ACT and being reviewed. Drafting CE to prepare for closing after Springs Grant Funding released.
Alapaha Bearden Conservation Easement	430	Hamilton	02.2020	Donation	Conservation Easement	Staff recommendation to proceed with detailed assessment and negotiations. Scheduled for Lands Committee 6.9.2020. Approved by Lands Committee on 6.9.2020 with proviso that if a Phase 2 ESA is required it will come back to Lands Committee. On Governing Board agenda 7.14.2020.
Riverbend Estates	1.1	Dixie	03.2020	\$11,000	Fee	Staff recommendation to proceed with detailed assessment and negotiations. Approved by Lands Committee on 6.9.2020. On Governing Board agenda for 7.14.2020. In discussions with Offeror to exchange for Timber River parcel in Madison County.
Jennings Bluff Clinch County Antioch Company	40	Hamilton	11.2020	\$135,000	Fee	Staff recommendation to decline offer. Approved by Lands Committee on 6.9.2020. On Governing Board agenda for 7.14.2020. Approved by Governing Board 7.14.2020 Offer rejected matter closed.

<b>Easement Requests</b>				
<b>Name</b>	<b>Type</b>	<b>County</b>	<b>Acres</b>	<b>Comments</b>
Carter Estate Conservation Easement	Amendment to existing CE	Columbia	575	Pending receipt of survey and appraisal for the proposed road. Survey received. Approved by Lands Committee 2.11.2020. Approved by Governing Board 3.10.2020.

<b>Approved for Detailed Assessment</b>				
<b>Owner</b>	<b>Project Name</b>	<b>Acres</b>	<b>County</b>	<b>Comments</b>
McB-Pinehatchee	Steinhatchee North/ RO Ranch West-Equestrian	2950/1,277	Lafayette	Approved by Governing Board 11.12.2019. Negotiations in progress. Appraisals pending.
Drufner	Withlacoochee Hills	10	Hamilton	Approved by Governing Board 11.12.2019. Offer submitted to Seller. Counteroffer tentatively accepted subject to final Board approval and satisfactory Environment Survey Assessment. ESA contractor selected and engaged.
Hickman	Alapaha Point	39.8	Hamilton	Staff recommendation to proceed with detailed analysis and negotiations approved by Lands Committee on 12.12.2019. Approved by Governing Board on 1.14.2020. Appraisal received on 5.15.2020. Staff preparing an offer. Environment Survey Assessment pending. Offer submitted. Counter-offer received. Staff has tentative accepted pending satisfactory preliminary title search.
Madison Avenue LLC	Madison Ave Conservation Easement	2,015	Levy	On 12.12.2019 Lands Committee recommended consideration by Governing Board. Governing Board directed staff to commence detailed assessment to determine scope of conservation easement (CE) and potential costs on 1.14.2020. Basic CE terms agreed to. Now pending further assessment with TWA to NFLT. Timber cruise being scheduled with report due no later than 7.15.2020. Timber cruise complete and report submitted. Appraisals still being conducted.
Michael and Freda Shaw	Shaw Conservation Easement Exchange	1,099	Lafayette	Negotiations ongoing.

Proposed for Surplus							
Tract	Acres	County	Acquired Date	Funding	Appraisal Date	Price	Comments
Mud Swamp (Stuebe)	25	Suwannee	12.13.2004	Florida Forever	TBD	To be determined by appraisal.	Offer to purchase 25 acres of upland land for timber operations. Staff recommends to decline the offer as not being of benefit to the District. Selling would limit access to remaining portion of the property. Staff recommendation relayed to offeror. Awaiting withdrawal or revised proposal. Potential revised offer being discussed. Offeror withdrew from further consideration 7.1.2020

Authorized for Surplus							
Tract	Acres	County	Acquired Date	Funding	Appraisal Date	Price	Comments
Bay Creek	55	Columbia	2.1.1988	Save Our Rivers	N/A	TBD by appraisal update.	7.6.2020 determined that the property was surplus and sold in 2012.
Branford Bend	50	Suwannee	6.30.2004	Florida Forever	N/A	TBD by appraisal update.	Suspended until further review. Staff review scheduled for 8.8.2019. Staff recommends continuing surplus process to explore potential land exchanges adjacent to tract. <u>Appraisal update required.</u>
Country Club Road	80	Columbia	7.1.2015	Enforcement Action	TBD	TBD by appraisal update.	Title commitment and survey completed. Governing Board reaffirmed surplus 7.9.2019. Engineering and design process underway. Negotiations for potential sale on-going <u>pending final engineering/project plans.</u>
Forest Woodlands (Padgett)	11	Gilchrist	10.11.1996	Save Our Rivers	TBD	To be determined by appraisal.	Staff recommended for surplus. Approved by Lands Committee on 10.10.2019. Approved by Governing Board on 11.12.2019. Will be offered to adjacent property owners.
Ft. White Wellfield	101	Columbia	12.21.2007	Florida Forever	TBD	To be conveyed.	Staff recommends surplus and negotiate conveyance to Town of Ft. White. Approved by Lands Committee 12.12.2019. Approved by Governing Board 1.14.2020. CE terms being developed by staff. No CE will be required. Deed drafted and being sent for final legal review. Deed delivered to Ft. White 7.16.2020
Santa Fe Oasis (Weaver)	1	Gilchrist	4.28.1998	Save Our Rivers	TBD	TBD by appraisal update.	Approved by Lands Committee 4.14.2020. Approved by Governing Board 5.12.2020. Offered for surplus via District website. Offered for sale to adjacent owners, two offers received. Recommendation to accept highest offer to August Lands Committee.
Suwannee Run Shores	1.175	Dixie	12.30.1997	Save Our Rivers	TBD	To be determined by appraisal.	Staff recommended for surplus. Approved by Lands Committee 7.9.2019. Approved by Governing Board 8.13.2019. To be offered to adjacent property owners. Adjacent Property owners notified, responses/bids with appraisals due 4.15.2020. No responses received, will post on website and offer for sale to general public.
Three Rivers Estates	1	Columbia	12.30.1997	Save Our Rivers	N/A	TBD by appraisal update.	Staff recommended for surplus. Approved by Lands Committee 7.9. 2019. Approved by Governing Board 8.8.2019. To be offered to adjacent property owners. Adjacent Property owners notified, responses/bids with appraisals due 4.15.2020. Two offers received, highest offer approved by Lands Committee 6.9.2020. On Governing Board agenda for 7.14.2020. <u>Approved by Governing Board 7.14.2020</u>
Turtle Spring Surplus Tract	32	Lafayette	5.13.2015	Florida Forever	5.24.2015	TBD by appraisal update.	Suspended until further review. Attempting to verify final surplus status/approval by Governing Board.

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Pam Shaw, Chief, Office of Finance

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

DATE: July 31, 2020

RE: June 2020 Financial Report

**RECOMMENDATION**

Approve the June 2020 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  
June 2020**

<b>Financial Institution/Account</b>	<b>Monthly Interest</b>	<b>Interest Rate %</b>	<b>Closing Balance</b>
First Federal Permit Fee	\$0.00		\$500.00
First Federal Accounts Payable	\$0.00		\$35,000.00
First Federal EFT Disbursements	\$0.00		\$168,164.00
First Federal Depository	\$62.16	0.01%	\$829,618.54
Special Purpose Investment Account (SPIA)*	<u>\$80,524.93</u>	2.09%	<u>\$47,144,838.32</u>
TOTAL	<u><u>\$80,587.09</u></u>		<u><u>\$48,178,120.86</u></u>

\*SPIA is part of the Florida Treasury Investment Pool

**Suwannee River Water Management District  
Statement of Sources and Uses of Funds  
For the Month ending June 30, 2020  
(Unaudited)**

	<b>Current Budget</b>	<b>Actuals Through 6/30/2020</b>	<b>Variance (Under)/Over Budget</b>	<b>Actuals As A % of Budget</b>
<b>Sources</b>				
Ad Valorem Property Taxes	\$ 5,848,822	\$ 5,994,031	\$ 145,209	102.5%
Intergovernmental Revenues	\$ 49,603,103	\$ 11,286,689	\$ (38,316,414)	22.8%
Interest on Invested Funds	\$ 130,000	\$ 1,013,707	\$ 883,707	779.8%
License and Permit Fees	\$ 163,000	\$ 154,323	\$ (8,677)	94.7%
Other	\$ 1,000,000	\$ 1,500,342	\$ 500,342	150.0%
Fund Balance <sup>1</sup>	\$ 9,116,055	\$ 1,238,107	\$ (7,877,948)	13.6%
<b>Total Sources</b>	<b>\$ 65,860,980</b>	<b>\$ 21,187,198</b>	<b>\$ (44,673,782)</b>	<b>32.2%</b>

	<b>Current Budget</b>	<b>Expenditures</b>	<b>Encumbrances <sup>2</sup></b>	<b>Available Budget</b>	<b>%Expended</b>	<b>%Obligated <sup>3</sup></b>
<b>Uses</b>						
Water Resources Planning and Monitoring	\$ 9,907,414	\$ 3,227,313	\$ 3,556,910	\$ 3,123,191	33%	68%
Acquisition, Restoration and Public Works	\$ 47,402,057	\$ 7,236,416	\$ 15,709,770	\$ 24,455,871	15%	48%
Operation and Maintenance of Lands and Works	\$ 5,132,262	\$ 2,962,499	\$ 1,036,391	\$ 1,133,372	58%	78%
Regulation	\$ 1,500,457	\$ 1,027,625	\$ 20,895	\$ 451,937	68%	70%
Outreach	\$ 231,018	\$ 164,486	\$ -	\$ 66,532	71%	71%
Management and Administration	\$ 1,687,772	\$ 1,134,121	\$ 68,307	\$ 485,345	67%	71%
<b>Total Uses</b>	<b>\$ 65,860,980</b>	<b>\$ 15,752,459</b>	<b>\$ 20,392,272</b>	<b>\$ 29,716,249</b>	<b>24%</b>	<b>55%</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 Programs.

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

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

This financial statement is prepared as of June 30, 2020 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 6/30/2020**

	Y-T-D ACTUAL	ENCUMBRANCE	ANNUAL BUDGET
<b><u>FUND Report Recap -</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	8,662,403	0	7,141,822
LOCAL REVENUES	86,480	0	91,600
STATE REVENUES	10,792,999	0	45,319,003
FEDERAL REVENUES	407,209	0	4,192,500
FUND BALANCE UTILIZATION	1,238,107	0	9,116,055
<b>TOTAL REVENUES</b>	<b>21,187,198</b>	<b>0</b>	<b>65,860,980</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	4,387,087	0	6,499,032
CONTRACTUAL SERVICES	4,061,318	9,357,437	25,412,300
OPERATING EXPENDITURES	854,497	44,582	1,511,700
OPERATING CAPITAL OUTLAY	150,348	242,658	598,044
FIXED CAPITAL OUTLAY	52,407	162,716	4,047,000
INTERAGENCY EXPENDITURES	6,246,802	10,584,879	27,792,904
<b>TOTAL EXPENDITURES</b>	<b>15,752,459</b>	<b>20,392,272</b>	<b>65,860,980</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>5,434,739</b>	<b>(20,392,272)</b>	<b>0</b>
<b><u>FUND 01 - GENERAL FUND</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	6,827,877	0	5,038,023
LOCAL REVENUES	0	0	0
STATE REVENUES	2,754,813	0	2,740,000
FEDERAL REVENUES	92,515	0	0
FUND BALANCE UTILIZATION	0	0	769,184
<b>TOTAL REVENUES</b>	<b>9,675,205</b>	<b>0</b>	<b>8,547,207</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	3,468,747	0	5,160,643
CONTRACTUAL SERVICES	506,764	375,503	1,350,786
OPERATING EXPENDITURES	541,356	13,318	955,822
OPERATING CAPITAL OUTLAY	27,197	5,913	165,456
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	433,217	379,785	914,500
<b>TOTAL EXPENDITURES</b>	<b>4,977,281</b>	<b>774,519</b>	<b>8,547,207</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>4,697,924</b>	<b>(774,519)</b>	<b>0</b>
<b><u>FUND 03 - ALTERNATIVE WATER SUPPLY</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	18,271	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	5,100,000
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	0	0	0
<b>TOTAL REVENUES</b>	<b>18,271</b>	<b>0</b>	<b>5,100,000</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	22,855	86,045	1,100,000
OPERATING EXPENDITURES	0	0	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	1,725	3,357,399	4,000,000
<b>TOTAL EXPENDITURES</b>	<b>24,580</b>	<b>3,443,444</b>	<b>5,100,000</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(6,309)</b>	<b>(3,443,444)</b>	<b>0</b>

*\*To be reimbursed by FDEP Grants*

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT**  
**STATEMENT OF ACTIVITY - REVENUE AND EXPENSE ROLLUP (UNAUDITED)**  
**FOR 6/30/2020**

	Y-T-D ACTUAL	ENCUMBRANCE	ANNUAL BUDGET
<b><u>FUND 05 - MIDDLE SUWANNEE</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	0	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	14,838	0	0
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	0	0	0
<b>TOTAL REVENUES</b>	<b>14,838</b>	<b>0</b>	<b>0</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	14,838	15,120	0
OPERATING EXPENDITURES	0	0	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>14,838</b>	<b>15,120</b>	<b>0</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>0</b>	<b>(15,120)</b>	<b>0</b>
<b><u>FUND 06 - SPRINGS GRANTS</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	104,000	0	60,000
LOCAL REVENUES	0	0	0
STATE REVENUES	4,915,253	0	32,168,000
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	0	0	0
<b>TOTAL REVENUES</b>	<b>5,019,253</b>	<b>0</b>	<b>32,228,000</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	782,827	3,753,856	11,930,000
OPERATING EXPENDITURES	0	0	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	2,200,000
INTERAGENCY EXPENDITURES	4,658,936	5,134,838	18,098,000
<b>TOTAL EXPENDITURES</b>	<b>5,441,763</b>	<b>8,888,694</b>	<b>32,228,000</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(422,510) *</b>	<b>(8,888,694)</b>	<b>0</b>
<i>*To be reimbursed by FDEP Grants</i>			
<b><u>FUND 07 - LOCAL REVENUE</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	0	0	0
LOCAL REVENUES	86,480	0	91,600
STATE REVENUES	0	0	0
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	0	0	0
<b>TOTAL REVENUES</b>	<b>86,480</b>	<b>0</b>	<b>91,600</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	0	0	0
OPERATING EXPENDITURES	0	0	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	86,480	520	91,600
<b>TOTAL EXPENDITURES</b>	<b>86,480</b>	<b>520</b>	<b>91,600</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>0</b>	<b>(520)</b>	<b>0</b>

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT**  
**STATEMENT OF ACTIVITY - REVENUE AND EXPENSE ROLLUP (UNAUDITED)**  
**FOR 6/30/2020**

	Y-T-D ACTUAL	ENCUMBRANCE	ANNUAL BUDGET
<b><u>FUND 08 - WMLTF - SPRINGS</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	3,801	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	150,000
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	0	0	0
<b>TOTAL REVENUES</b>	<b>3,801</b>	<b>0</b>	<b>150,000</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	0	0	0
OPERATING EXPENDITURES	0	0	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	0	150,000	150,000
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>150,000</b>	<b>150,000</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>3,801</b>	<b>(150,000)</b>	<b>0</b>
<b><u>FUND 09 - PROJECT EFFECTIVENESS METRICS</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	0	0	50,000
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>50,000</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	0	16,900	50,000
OPERATING EXPENDITURES	0	0	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>16,900</b>	<b>50,000</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>0</b>	<b>(16,900)</b>	<b>0</b>
<b><u>FUND 10 - LAND CONSERVATION - FLORIDA FOREVER &amp; P2000</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	894	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	0
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	3,556	0	25,000
<b>TOTAL REVENUES</b>	<b>4,450</b>	<b>0</b>	<b>25,000</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	4,450	27,125	25,000
OPERATING EXPENDITURES	0	0	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>4,450</b>	<b>27,125</b>	<b>25,000</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>0</b>	<b>(27,125)</b>	<b>0</b>

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT**  
**STATEMENT OF ACTIVITY - REVENUE AND EXPENSE ROLLUP (UNAUDITED)**  
**FOR 6/30/2020**

	Y-T-D ACTUAL	ENCUMBRANCE	ANNUAL BUDGET
<b><u>FUND 12 - DOT ETDM</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	934	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	0
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	0	0	5,458
<b>TOTAL REVENUES</b>	<b>934</b>	<b>0</b>	<b>5,458</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	5,458
CONTRACTUAL SERVICES	0	0	0
OPERATING EXPENDITURES	0	0	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>5,458</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>934</b>	<b>0</b>	<b>0</b>
<b><u>FUND 13 - LAND MANAGEMENT &amp; OPERATIONS</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	1,499,699	0	2,043,799
LOCAL REVENUES	0	0	0
STATE REVENUES	2,228,957	0	2,311,119
FEDERAL REVENUES	0	0	40,000
FUND BALANCE UTILIZATION	0	0	1,044,344
<b>TOTAL REVENUES</b>	<b>3,728,656</b>	<b>0</b>	<b>5,439,262</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	520,716	0	667,047
CONTRACTUAL SERVICES	1,400,048	788,911	2,530,014
OPERATING EXPENDITURES	307,132	25,824	513,878
OPERATING CAPITAL OUTLAY	123,152	29,260	192,588
FIXED CAPITAL OUTLAY	52,407	162,716	877,000
INTERAGENCY EXPENDITURES	326,481	29,680	658,735
<b>TOTAL EXPENDITURES</b>	<b>2,729,936</b>	<b>1,036,391</b>	<b>5,439,262</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>998,720</b>	<b>(1,036,391)</b>	<b>0</b>
<b><u>FUND 19 - FDOT MITIGATION</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	10,286	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	100,000
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	0	0	111,000
<b>TOTAL REVENUES</b>	<b>10,286</b>	<b>0</b>	<b>211,000</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	250	0	211,000
OPERATING EXPENDITURES	1,103	5,440	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>1,353</b>	<b>5,440</b>	<b>211,000</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>8,933</b>	<b>(5,440)</b>	<b>0</b>

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT**  
**STATEMENT OF ACTIVITY - REVENUE AND EXPENSE ROLLUP (UNAUDITED)**  
**FOR 6/30/2020**

	Y-T-D ACTUAL	ENCUMBRANCE	ANNUAL BUDGET
<b><u>FUND 20 - MINIMUM FLOWS AND MINIMUM WATER LEVELS (MFL)</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	0	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	879,138	0	1,949,884
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	0	0	0
<b>TOTAL REVENUES</b>	<b>879,138</b>	<b>0</b>	<b>1,949,884</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	397,504	0	665,884
CONTRACTUAL SERVICES	360,217	808,884	1,029,000
OPERATING EXPENDITURES	4,406	0	30,000
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	117,010	91,520	225,000
<b>TOTAL EXPENDITURES</b>	<b>879,137</b>	<b>900,404</b>	<b>1,949,884</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>1</b>	<b>(900,404)</b>	<b>0</b>
<b><u>FUND 29 - SUWANNEE RIVER PARTNERSHIP (SRP)</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	20,850	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	0
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	89,900	0	153,000
<b>TOTAL REVENUES</b>	<b>110,750</b>	<b>0</b>	<b>153,000</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	0	0	0
OPERATING EXPENDITURES	500	0	6,000
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	110,250	36,750	147,000
<b>TOTAL EXPENDITURES</b>	<b>110,750</b>	<b>36,750</b>	<b>153,000</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>0</b>	<b>(36,750)</b>	<b>0</b>
<b><u>FUND 33 - PCS MITIGATION - LAND ACQUISITION</u></b>			
<b>REVENUES</b>			
DISTRICT REVENUES	175,792	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	0
FEDERAL REVENUES	0	0	0
FUND BALANCE UTILIZATION	0	0	1,000,000
<b>TOTAL REVENUES</b>	<b>175,792</b>	<b>0</b>	<b>1,000,000</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	0	21,750	30,000
OPERATING EXPENDITURES	0	0	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	970,000
INTERAGENCY EXPENDITURES	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>21,750</b>	<b>1,000,000</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>175,792</b>	<b>(21,750)</b>	<b>0</b>



**SUWANNEE RIVER WATER MANAGEMENT DISTRICT**  
**STATEMENT OF ACTIVITY - REVENUE AND EXPENSE ROLLUP (UNAUDITED)**  
**FOR 6/30/2020**

	Y-T-D ACTUAL	ENCUMBRANCE	ANNUAL BUDGET
<b><u>FUND 51 - DISTRICT AG COST-SHARE</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	541,295	0	2,020,000
<b>TOTAL REVENUES</b>	<b>541,295</b>	<b>0</b>	<b>2,020,000</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	541,295	1,347,361	2,000,000
OPERATING EXPENDITURES	0	0	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	0	0	20,000
<b>TOTAL EXPENDITURES</b>	<b>541,295</b>	<b>1,347,361</b>	<b>2,020,000</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>0</b>	<b>(1,347,361)</b>	<b>0</b>
<b><u>FUND 52 - REGIONAL WATER RESOURCE PROJECTS</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	390,653	0	1,680,000
<b>TOTAL REVENUES</b>	<b>390,653</b>	<b>0</b>	<b>1,680,000</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	90,653	0	450,000
OPERATING EXPENDITURES	0	0	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	300,000	100,000	1,230,000
<b>TOTAL EXPENDITURES</b>	<b>390,653</b>	<b>100,000</b>	<b>1,680,000</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>0</b>	<b>(100,000)</b>	<b>0</b>
<b><u>FUND 53 - DISTRICT RIVER COST-SHARE</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	212,703	0	2,258,069
<b>TOTAL REVENUES</b>	<b>212,703</b>	<b>0</b>	<b>2,258,069</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	0	0	0
OPERATING EXPENDITURES	0	0	0
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	212,703	1,304,387	2,258,069
<b>TOTAL EXPENDITURES</b>	<b>212,703</b>	<b>1,304,387</b>	<b>2,258,069</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>0</b>	<b>(1,304,387)</b>	<b>0</b>

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT**  
**STATEMENT OF ACTIVITY - REVENUE AND EXPENSE ROLLUP (UNAUDITED)**  
**FOR 6/30/2020**

	Y-T-D ACTUAL	ENCUMBRANCE	ANNUAL BUDGET
<b>FUND 56 - FEMA</b>			
<b>REVENUES</b>			
DISTRICT REVENUES	0	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	0
FEDERAL REVENUES	314,695	0	3,696,000
FUND BALANCE UTILIZATION	0	0	0
<b>TOTAL REVENUES</b>	<b>314,695</b>	<b>0</b>	<b>3,696,000</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	0	0	0
CONTRACTUAL SERVICES	314,695	1,727,698	3,690,000
OPERATING EXPENDITURES	0	0	6,000
OPERATING CAPITAL OUTLAY	0	0	0
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>314,695</b>	<b>1,727,698</b>	<b>3,696,000</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>0</b>	<b>(1,727,698)</b>	<b>0</b>
<b>FUND 60 - REIMBURSABLE GRANTS</b>			
<b>REVENUES</b>			
DISTRICT REVENUES	0	0	0
LOCAL REVENUES	0	0	0
STATE REVENUES	0	0	800,000
FEDERAL REVENUES	0	0	456,500
FUND BALANCE UTILIZATION	0	0	0
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>1,256,500</b>
<b>EXPENDITURES</b>			
SALARIES AND BENEFITS	120	0	0
CONTRACTUAL SERVICES	22,427	388,283	1,016,500
OPERATING EXPENDITURES	0	0	0
OPERATING CAPITAL OUTLAY	0	207,485	240,000
FIXED CAPITAL OUTLAY	0	0	0
INTERAGENCY EXPENDITURES	0	0	0
<b>TOTAL EXPENDITURES</b>	<b>22,547</b>	<b>595,768</b>	<b>1,256,500</b>
<b>EXCESS REVENUES OVER (UNDER) EXPENDITURES</b>	<b>(22,547) *</b>	<b>(595,768)</b>	<b>0</b>

*\*To be reimbursed by FDEP Grant*

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Pam Shaw, Chief, Office of Finance

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

DATE: July 31, 2020

RE: Inspector General Audit Report #20-02 from Law, Redd, Crona & Munroe, P.A.

**RECOMMENDATION**

Accept the Inspector General Audit Report #20-02 from Law, Redd, Crona & Munroe, P.A.

**BACKGROUND**

Pursuant to section 20.055(6)(h), Florida Statutes, the Inspector General shall monitor the implementation of corrective actions taken by the District, toward recommendations made by the Auditor General in any report. The Inspector General's written response is due no later than six months after the Auditor General's report is published.

The Inspector General's follow-up audit disclosed that the District management has corrected the findings and recommendations in the Auditor General Report No. 2020-106 dated January 2020.

The Inspector General Audit Report #20-02 was presented to the Audit Committee at its July 14, 2020 meeting. The Audit Committee recommended the report to be accepted by the Governing Board.

PS/tm  
Attachment

**SUWANNEE RIVER  
WATER MANAGEMENT DISTRICT**

**FOLLOW-UP REPORT ON  
DISTRICT CORRECTIVE ACTIONS  
REGARDING  
AUDITOR GENERAL AUDIT REPORT NO. 2020-106**

**REPORT #20-02**

**June 30, 2020**

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

June 30, 2020

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

Pursuant to Section 20.055(6)(h), Florida Statutes, as the District's Inspector General we are reporting on the status of the Suwannee River Water Management District corrective actions taken on the findings and recommendations in the Auditor General's Operational Audit Report No. 2020-106, dated January 2020. A copy of this report is also being filed with the Joint Legislative Auditing Committee.

If you have any questions regarding this report, please contact Richard Law, C.P.A. or Jon Ingram, C.P.A.

Sincerely,

**LAW, REDD, CRONA & MUNROE, P.A.**

# ***FOLLOW-UP ON AG REPORT NO. 2020-106***

**June 30, 2020**

## **BACKGROUND**

In January 2020, the Auditor General released Audit Report No. 2020-106, Operational Audit of the Suwannee River Water Management District (District). This report focused on selected District processes and administrative activities and contained three findings and recommendations for improvement.

Pursuant to Section 20.055(6)(h), Florida Statutes, the District's Inspector General is required to report to the Executive Director on the status of corrective actions taken on the Auditor General's report.

## **OBJECTIVES, SCOPE, AND METHODOLOGY**

The objective of this follow-up engagement was to determine the status of corrective actions taken by the District to address the findings and recommendations in Auditor General Report No. 2020-106.

The scope of our follow-up activities focused on District actions taken to address findings and recommendations made by the Auditor General in the following categories:

- 1) Conflicts of Interest
- 2) Agricultural Cost-Share Program
- 3) Information Technology Disaster Recovery Plan

To achieve our objectives, we conducted the following procedures:

- 1) Examined Auditor General Report No. 2020-106, dated January 2020, to ascertain the findings, recommendations, and original District management responses thereto.
- 2) Made inquiries of and obtained representations from District management regarding the current status of corrective actions taken to address the Auditor General findings and recommendations.
- 3) Examined District policies, procedures, reports, and other documentation relating to management's corrective actions.



## ***FOLLOW-UP ON AG REPORT NO. 2020-106***

**June 30, 2020**

### **SUMMARY OF RESULTS**

Our follow-up audit disclosed that District management has corrected the findings and recommendations in the Auditor General's report. Please see Appendix A of this report for a detailed schedule of the current status reported by management regarding each of the Auditor General's findings and recommendations.

We wish to take this opportunity to thank District staff for their assistance and cooperation in this endeavor. If there are any questions regarding this report, please feel free to contact Richard Law, C.P.A. or Jon Ingram, C.P.A.

*Law Redd Crona + Munroe P.A.*

**LAW, REDD, CRONA & MUNROE, P.A.**

***FOLLOW-UP ON AG REPORT NO. 2020-106***

**June 30, 2020**

<b>Appendix A Schedule of District Corrective Action for Auditor General Report No. 2020-106 June 2020</b>	
<b>Finding 1: Conflicts of Interest</b>	
<b>AG Finding Summary</b>	State law prohibits a Board member from having a contractual relationship with any business entity that does business with the District. However, two Board members received District awards totaling \$10,450 without documented legal determinations of the authority for these awards.
<b>AG Recommendation</b>	Board policies should be revised to require documented legal determinations to help evaluate whether potential conflicts of interest are contrary to State law. In addition, the District should seek guidance from the Commission on Ethics regarding the identified potential conflicts of interest and, based on the guidance obtained, determine whether the District should discontinue cost-share project contract awards to Board members.
<b>Original District Response</b>	<p>The District has initiated annual Governing Board workshops reviewing the Sunshine Law and Code of Ethics as set forth in Chapter 112, Part III, F.S. Also, the District updated the Agricultural Cost-Share Program Procedure effective August 2019 to reduce risk of potential conflicts of interest. Furthermore, in addition to an updated Ethics Policy for employees effective October 2019, the District will implement a Code of Ethics Directive for Governing Board Members which among other things will address legal determinations for evaluating potential conflicts of interest.</p> <p>In response to the concerns raised in this audit, the General Counsel on September 24, 2019 advised the Governing Board to no longer apply for or participate in any subsequent agricultural cost-share programs. Since Governing Board Members are no longer eligible for agricultural cost-share participation it is the District’s opinion that seeking guidance from the Commission on Ethics is not necessary.</p>
<b>Status per Management as of July 2020</b>	The Ag Cost-Share agreements with the two Board members have expired. Pursuant to the General Counsel’s recommendations, the Code of Ethics Directive regarding potential conflicts of interest, and updated District policy, the District now excludes Board members, officers, and employees from cost share programs.

***FOLLOW-UP ON AG REPORT NO. 2020-106***

**June 30, 2020**

<b>Finding 2: Agricultural Cost-share Program</b>	
<b>AG Finding Summary</b>	District records did not always demonstrate compliance with Board policies and procedures governing receipt and use of agricultural cost-share funds.
<b>AG Recommendation</b>	<p>The District should:</p> <ul style="list-style-type: none"> <li>• Define who should participate on the AG Team and how the team should function to ensure compliance with Board policies by prioritizing program project proposals and recommending projects to the Board for Program funding.</li> <li>• Maintain copies of properly completed Program project applications evidencing how applicants met the Program eligibility requirements.</li> <li>• Conduct, and maintain records of, onsite monitoring and visual verifications of equipment installations for Program projects before reimbursements are made.</li> <li>• Document District review procedures to ensure that Program project recipients do not receive cost-share project funding from both the District and FDACS for the same projects.</li> <li>• Establish documented monitoring procedures to ensure that the Program objectives are met and District benefits are realized.</li> <li>• Require and ensure the project manager documents consideration of potential conflicts of interest while reviewing Program project applications.</li> </ul>

***FOLLOW-UP ON AG REPORT NO. 2020-106***

**June 30, 2020**

<b>Finding 2: Agricultural Cost-share Program (continued)</b>	
<b>Original District Response</b>	<p>The Agricultural Cost-Share Directive effective May 2019 and Agricultural Cost-Share Programs Procedure effective August 2019 were revised to clarify the program staff’s responsibilities, how projects are prioritized, and reflect current practices. All references to the AG Team have been eliminated.</p> <p>The District agrees with the importance of maintaining copies of properly completed applications and evidence of the applicant’s program eligibility. An application review checklist has been developed to ensure applications are properly completed and to demonstrate program eligibility.</p> <p>The District Agricultural Cost-Share Programs Procedure effective August 2019 requires invoices to provide the appropriate documentation for program area specific cost-share items. The Directive and Procedure will be updated to require onsite monitoring and visual verifications where practicable prior to making reimbursements. The program manager will review recipient list with FDACS on a quarterly basis to avoid duplicate awards and will revise the procedure accordingly.</p> <p>The District has a long-term monitoring program that analyzes trends. The District’s hydrological monitoring network consists of 252 groundwater level sites, 48 surface water sites of which nine are springs, 42 rain gauges sites, and eight daily discharge sites. Discharge is measured intermittently at 51 springs on either a quarterly (16 locations), bi-annual (24 locations), or annual (11 locations) basis. Water Quality sampling is conducted at 69 groundwater sites and 106 surface water sites of which 55 are springs.</p> <p>The District’s agricultural monitoring program requires monitoring of wells greater than eight inches inside diameter and surface water withdrawals with an outside diameter of six inches or greater. The District will update the Agricultural Cost-Share Directive to include monitoring practices for assessing project benefits.</p> <p>The Agricultural Cost-Share Directive effective August 2019 requires that project applications are reviewed for potential conflicts of interest and any such conflict will be documented.</p>
<b>Status per Management as of July 2020</b>	<p>As described in our original response to the Auditor General’s finding, the District has enhanced its documentation of the review process for Ag Cost-Share applications, including considerations of potential conflicts of interest and applicant participation in other entities’ funding programs. Project files also include documentation of onsite monitoring procedures conducted to ensure that program objectives have been met.</p>

***FOLLOW-UP ON AG REPORT NO. 2020-106***

**June 30, 2020**

<b>Finding 3: Information Technology Disaster Recovery Plan</b>	
<b>AG Finding Summary</b>	The District had not established a comprehensive disaster recovery plan.
<b>AG Recommendation</b>	The District should establish a comprehensive IT disaster recovery plan that's includes the necessary critical elements and details and ensure that the plan is tested at least annually.
<b>Original District Response</b>	The District established a comprehensive IT disaster recovery plan effective December 2019 as recommended.
<b>Status per Management as of July 2020</b>	<p>We have modified the IT Disaster Recovery Plan (IT DRP) to reflect enhancements to our backup and recovery procedures. These include changing to a powerful new backup software application in late 2019 that provides for faster recovery of servers and files. Changes also include the selection of a cloud service provider in February 2020 that provides cloud-based storage for backups as well as assistance in system testing and recovery. Using the cloud service provider's data center resources, backups can be rapidly restored and brought online for testing and recovery.</p> <p>Testing of server backups and restoration has been completed for critical servers, but the process should be adequate for all servers. At this time, backups of all high priority servers identified in the IT Disaster Recovery Plan (IT DRP) are copied to the cloud provider's data center immediately following the scheduled backup. Additional funding has been established in the FY 2021 preliminary budget and the plan will be to implement Disaster Recovery as a Service (DRaaS), including replication of critical servers, soon after October 1, 2020.</p>

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Pam Shaw, Chief, Office of Finance

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

DATE: July 31, 2020

RE: Resolution 2020-04, Updating Classification of Fiscal Year 2019-2020 Fund Balance

**RECOMMENDATION**

Approve Resolution 2020-04 authorizing the assignment and internal accounting budget transfer of the Fiscal Year 2019–2020 Fund Balance pursuant to the Governmental Accounting Standards Board 54 classifications.

**BACKGROUND**

The Governmental Accounting Standards Board (GASB) issued Statement No. 54, “Fund Balance Reporting and Governmental Fund Type Definitions” to address issues related to how fund balances were being reported by governmental entities. GASB 54 provides for consistent reporting procedures by governmental entities and classification structures to improve the understanding of constraints placed on fund balances being reported.

There are five fund balance categories in GASB 54 guidelines including:

- Non-spendable – funds that are not in spendable form or funds that are legally or contractually required to be maintained.
- Restricted – funds externally restricted or constrained by law.
- Committed – funds that are restricted by the highest level of decision-making authority in which the restriction is established by a formal action.
- Assigned – funds that are not designated in non-spendable, restricted, or committed categories, but are intended for a specific purpose.
- Unassigned – funds that are not designated in non-spendable, restricted, or committed categories but are available for any purpose.

Approval of Resolution 2020-04 will:

- Authorize transfer of \$2,000,000 General Fund Unassigned Fund Balance to Committed Fund Balance as follows:
  - RIVER Cost-Share Committed Fund Balance - \$1,000,000
  - Agricultural Cost-Share Committed Fund Balance - \$1,000,000
- Authorize an internal accounting budget amendment for the transfer of these funds.

The Economic Stabilization Fund and the Operating Liquidity Reserve do not require changes for Fiscal Year 2019-2020. The Fund Balance of \$2,434,127 and \$3,651,190 respectively meet the minimum levels as outline in the District’s Fund Balance and Reserves procedure.

PS/tm  
Attachment

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT**

**RESOLUTION 2020-04**

**RESOLUTION APPROVING THE FUND BALANCE CLASSIFICATIONS  
FOR FISCAL YEAR 2019-2020**

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

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

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

**WHEREAS**, the Governing Board authorizes the transfer \$2,000,000 of General Fund Unassigned Fund Balance to the RIVER Cost-Share, and Agricultural Cost-Share Committed Fund Balance.

**WHEREAS**, the Governing Board approves the transfer of General Fund Unassigned Fund Balance to the RIVER Cost-Share, and Agricultural Cost-Share Committed Fund Balance as an internal accounting budget amendment.

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Board of the District, that Fiscal Year 2019-2020 Fund Balance Classification shall be as shown on the Fund Balance Classifications attachment.

**PASSED AND ADOPTED THIS \_\_\_\_\_ DAY OF AUGUST 2020 A.D.**

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

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**MEMBERS OF THE BOARD:**

**VIRGINIA H. JOHNS, CHAIR  
DON QUINCEY, VICE CHAIR  
RICHARD SCHWAB, SECRETARY/TREASURER  
CHARLES KEITH  
GARY JONES  
VIRGINIA SANCHEZ**

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

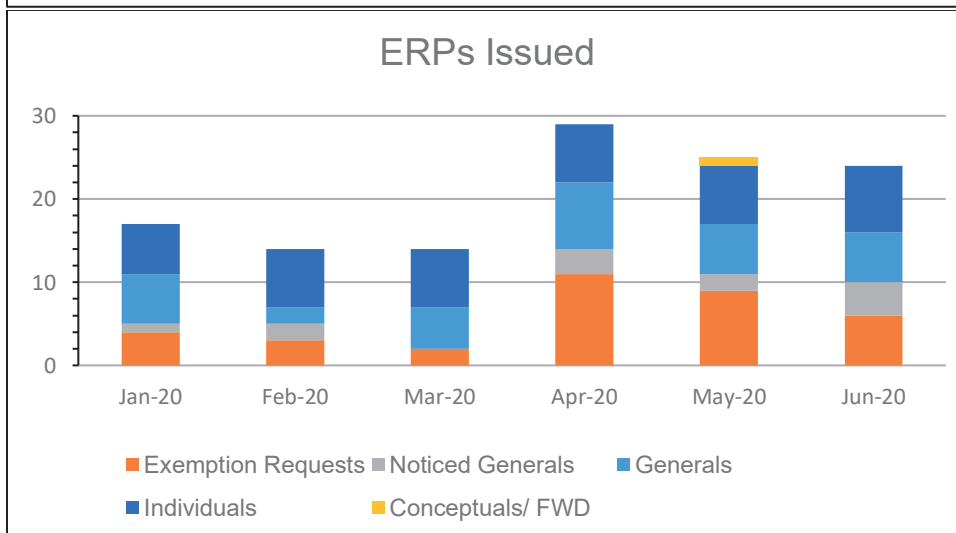
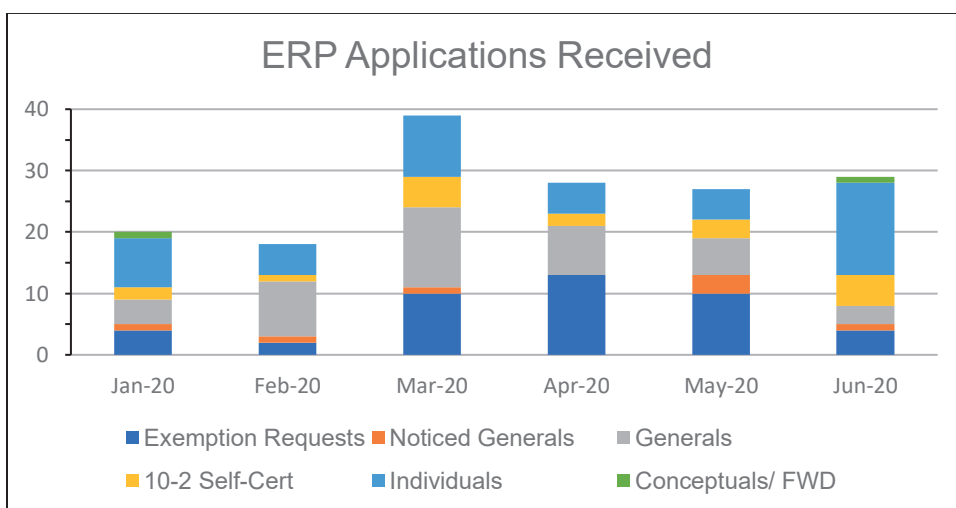
**Attachment to Resolution 2020-XX**  
**SUWANNEE RIVER WATER MANAGEMENT DISTRICT**  
**FUND BALANCE CLASSIFICATIONS - FY 2019 - 2020 (October 1, 2019 - September 30, 2020)**  
 Updated 07/22/20

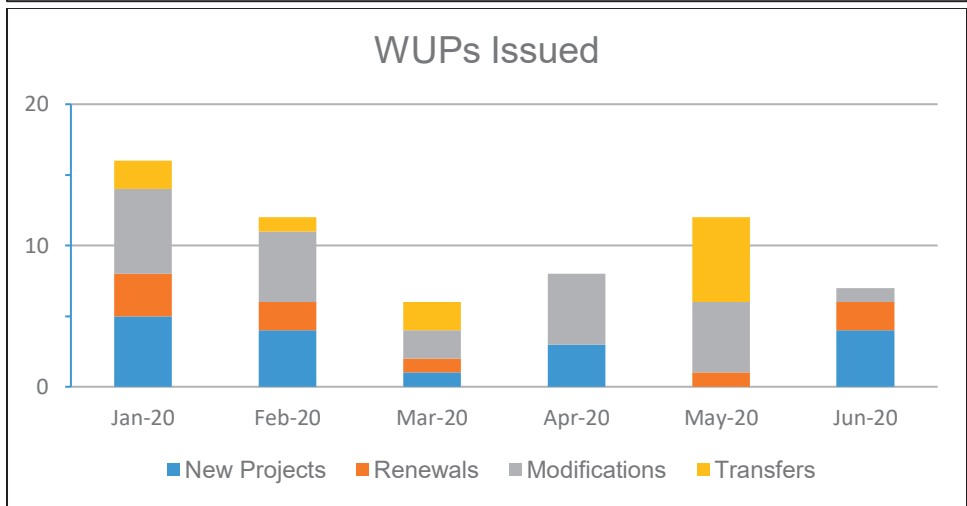
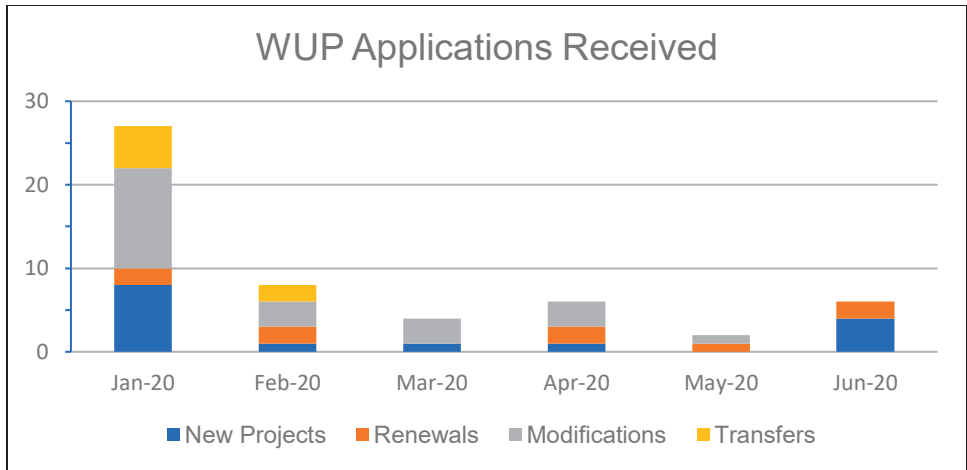
FUND	CLASSIFICATIONS OF FUND BALANCE	Fund Balance Designations as of September 30, 2019 (per Audit)	Proposed changes requested for FY20	Proposed Fund Balance Designations for FY 2019-2020	Explanation of Changes
<b>NON-SPENDABLE</b>					
GENERAL FUND - 01	Prepaid Expense	\$ 12,404	\$ -	\$ 12,404	
GENERAL FUND - 01	GF - SPIA FMV Factor	\$ 593,640	\$ -	\$ 593,640	
STATE - SRF - 08	WMLTF -SPIA FMV Factor	\$ 3,227	\$ -	\$ 3,227	
STATE - SRF - 10	Florida Forever -- SPIA FMV Factor	\$ 723	\$ -	\$ 723	
STATE - SRF - 12	DOT - ETDM - SPIA FMV Factor	\$ 778	\$ -	\$ 778	
STATE - SRF - 19	DOT Mitigation - SPIA FMV Factor	\$ 8,575	\$ -	\$ 8,575	
STATE - SRF - 29	Suwannee River Partnership (SRP) - SPIA FMV Factor	\$ 18,207	\$ -	\$ 18,207	
STATE - SRF - 33	PCS/WSA Mitig. - Land Acquisition - SPIA FMV Factor	\$ 146,362	\$ -	\$ 146,362	
NON-SPENDABLE SUBTOTAL		\$ 783,916	\$ -	\$ 783,916	
<b>RESTRICTED</b>					
LAND MGMT/OPS - SRF - 13	Land Management	\$ 1,094,787	\$ -	\$ 1,094,787	
LAND MGMT/OPS - SRF - 13	Land Management (Timber)	\$ 578,455	\$ -	\$ 578,455	
LAND MGMT/OPS - SRF - 13	Surplus Land Funds	\$ 1,019,276	\$ -	\$ 1,019,276	
STATE - SRF - 10	Florida Forever Surplus Lands	\$ 40,936	\$ -	\$ 40,936	
STATE - SRF - 12	DOT ETDM	\$ 40,137	\$ -	\$ 40,137	
STATE - SRF - 19	DOT Mitigation	\$ 285,427	\$ -	\$ 285,427	
STATE - SRF - 29	Suwannee River Partnership Projects	\$ 939,515	\$ -	\$ 939,515	
STATE - SRF - 33	PCS Mitigation / Land Acquisition	\$ 7,552,380	\$ -	\$ 7,552,380	
RESTRICTED SUBTOTAL		\$ 11,550,913	\$ -	\$ 11,550,913	
<b>COMMITTED</b>					
DISTRICT - SRF - 09	Project Effectiveness Metrics	\$ 531,702	\$ -	\$ 531,702	
DISTRICT - SRF - 51	Agricultural Cost-Share	\$ 3,264,229	\$ 1,000,000	\$ 4,264,229	Transfer from Unassigned General Fund
DISTRICT - SRF - 53	RIVER Cost-Share	\$ 2,658,526	\$ 1,000,000	\$ 3,658,526	Transfer from Unassigned General Fund
GENERAL FUND - 01	Regional Water Resource Projects	\$ 4,197,103	\$ -	\$ 4,197,103	
GENERAL FUND - 01	Economic Stabilization Fund	\$ 2,434,127	\$ -	\$ 2,434,127	
COMMITTED SUBTOTAL		\$ 13,085,687	\$ 2,000,000	\$ 15,085,687	
<b>ASSIGNED - General Fund</b>					
GENERAL FUND - 01	Operating Liquidity Reserve	\$ 3,651,190	\$ -	\$ 3,651,190	
ASSIGNED SUBTOTAL		\$ 3,651,190	\$ -	\$ 3,651,190	
<b>UNASSIGNED - General Fund</b>					
GENERAL FUND - 01	Available for Future Years Utilization	\$ 8,434,169	\$ (2,000,000)	\$ 6,434,169	Transfer to Committed Funds
UNASSIGNED SUBTOTAL		\$ 8,434,169	\$ (2,000,000)	\$ 6,434,169	
<b>Total</b>		<b>\$ 37,505,875</b>	<b>\$ -</b>	<b>\$ 37,505,875</b>	
<b>COMMENTS: Transfers unassigned General Fund Fund Balance to Committed Funds - Internal Accounting Budget Amendment</b>					
SRF = Special Revenue Fund GF = General Fund					



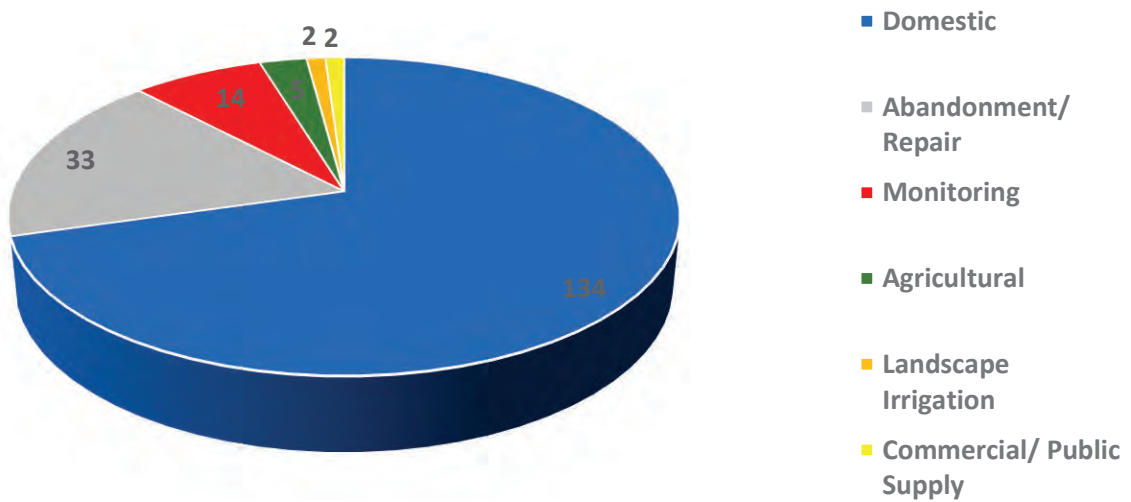
MEMORANDUM

TO: Governing Board  
FROM: Warren Zwanka, P.G., Director, Division of Resource Management  
THRU: Steve Minnis, Deputy Executive Director, Business and Community Services  
DATE: July 31, 2020  
RE: Permitting Summary Report





Water Well Permits Issued June 2020



**40B-1.722 (New Rule)  
Electronic Fund Transfer**

GB Authorized Rulemaking	10/10/2019	GB Authorized Rulemaking	
Notice of Rule Development	5/4/2020	Notice of Rule Development	
Public Workshop	n/a	Public Workshop	
Notice of Proposed Rule	5/18/2020	Notice of Proposed Rule	
Notice of Rule Change	6/8/2020	Notice of Rule Change	
Mail to DOS	7/2/2020	Mail to DOS	
<b>Effective Date</b>	<b>7/22/2020</b>	<b>Effective Date</b>	

**Compliance Agreements:**

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Warren Zwanka, P.G., Division Director, Resource Management

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

DATE: July 31, 2020

RE: Fiscal Year 2020-2021 Annual Regulatory Plan

**RECOMMENDATION**

Approve the Fiscal Year 2020-2021 Annual Regulatory Plan and authorize staff to submit it to the Governor's Office of Fiscal Accountability and Regulatory Reform, the Joint Administrative Procedures Committee, the Speaker of the House, and the Senate President.

**BACKGROUND**

Section 120.74, Florida Statutes (F.S.), requires state agencies to submit an Annual Regulatory Plan (plan) to the Office of Fiscal Accountability (OFARR), Joint Administrative Procedures Committee (JAPC), the Speaker of the House and the Senate President by October 1st each year, in order that they may have an expectation of the rules that will be updated and/or created during the upcoming year. Furthermore, Governor DeSantis requested expedited reporting of the plan from all agencies by September 1, 2020.

The District is not required to complete all proposed rulemaking in the plan, however, any amendments to or initiation of new rules are required be listed on the plan before the agency proceeds with rulemaking. Additionally, a list of laws enacted during the previous 12 months that affect the duties or authority of the District, and whether the District must adopt rules to implement those laws, is also included with the plan.

For Fiscal Year 2020-2021 (FY 2021), staff anticipates further rule amendments to Chapters 40B-2, Florida Administrative Code (F.A.C.) (Permitting of Water Use) to implement impact offsets, substitution credits, reservations of water resource and water supply development project benefits, and any new minimum flows and minimum water levels prevention or recovery strategies; 40B-3, F.A.C. (Permitting of Well Construction) to incorporate updated Florida Department of Environmental Protection rules by reference; and 40B-4, F.A.C. (Works of the District Permits) to clarify rule language and provide for a minor modification of existing permits. Additionally, the SB 712 requirement for comprehensive statewide stormwater rules and the HB 7043 assumption of the Army Corps of Engineers Section 404 regulatory program will require amendments to Chapter 40B-400, F.A.C. The attached FY 2021 Plan must be certified by the Governing Board Chair and legal counsel as set forth in paragraph 120.74(1)(d), F.S.

WZ/tm  
Attachment

## Suwannee River Water Management District 2020-2021 Annual Regulatory Plan

Rule Number	Rule Title	Rulemaking Action	Description of current Rule	Description of Changes to be Made in Rulemaking	Reason for Rulemaking	Economic Impact	Highly Technical or Complicated
40B-1, F.A.C.	General and Procedural Rules	Rule Amendment	Implements District operational procedures	Amend rules to reflect operational or procedural changes; and changes resulting from adopting statewide stormwater requirements and ACOE Section 404 program	Update rule	None	No
40B-1.703, F.A.C.	Procedures for Consideration of Permit Applications	Rule Amendment	Describes permit types and noticing	Correct rule citation	Update rule	None	No
40B-1.706, F.A.C.	Fees	Rule Amendment	Establishes a fee schedule for permits	Provide for reduced application fee for ERP minor modifications	Update rule	Reduction in cost of doing business	No
40B-2		New Rule		To address LSFR/I P&R strategy			
40B-2.041, F.A.C.	Permits Required	Rule Amendment	Implements Part II, Chapter 373, F.S.	Update forms and clarify rule language	Update rule	None	No
40B-2.301, F.A.C.	Conditions for Issuance of Permits	Rule Amendment	Implements Part II, Chapter 373, F.S.	Revise Applicant Handbook to reflect implementation of impact offsets, substitution credits, reservation of water	Update rule	None	No

Suwannee River Water Management District  
2020-2021 Annual Regulatory Plan

Rule Number	Rule Title	Rulemaking Action	Description of current Rule	Description of Changes to be Made in Rulemaking	Reason for Rulemaking	Economic Impact	Highly Technical or Complicated
				resource/ supply development project benefits, and any new MFL prevention or recovery strategies			
40B-2.331, F.A.C.	Modification of Permits	Rule Amendment	Implements Part II, Chapter 373, F.S.	Clarify letter modification criteria	Update rule	None	No
40B-2.501, F.A.C.	Classification of Permits	Rule Amendment	Implements Part II, Chapter 373, F.S.	Revise groundwater sources and organize water use types	Update rule	None	No
40B-3, F.A.C.	Permitting of Well Construction	Rule Amendments	Implements Part III, Chapter 373, F.S.	Comprehensive rule updates to address JAPC recommendations	Update rules	Reduction in cost of doing business	Yes
40B-4, F.A.C.	Works of the District Permits	Rule Amendments	Implements Part IV, Chapter 373, F.S.	Amendments to incorporate approved bank stabilization exemptions, clarify rule language, provide for minor permit modifications, and revise flood maps	Update rules	None	No
40B-8.021, F.A.C.	Definitions	Rule Amendment	Rules defines terms related to the establishment of minimum flows and levels	Update definitions as new MFLs are established	Update rule	None	No
40B-8.031, F.A.C.	Minimum Surfacewater Levels and Flows for	Rule Amendment	Implements Sections 373.042 and 373.0421, F.S.	Re-evaluate MFL for Madison Blue Spring	Update rule	Dependent on MFL status	Yes

Suwannee River Water Management District  
2020-2021 Annual Regulatory Plan

Rule Number	Rule Title	Rulemaking Action	Description of current Rule	Description of Changes to be Made in Rulemaking	Reason for Rulemaking	Economic Impact	Highly Technical or Complicated
	Madison Blue Spring						
New Rules 40B-8.121 through 40B-8.161, F.A.C.	Minimum flows or minimum water levels for Hampton Lake, Lake Butler, Lakes Santa Fe and Alto, and Cherry Lake	New Rules	Implements Sections 373.042 and 373.0421, F.S.	To provide criteria for determining whether the MFL for a water body is being met and the accompanying prevention or recovery strategy if necessary	New Rules	Dependent on MFL status	Yes
40B-21.631, F.A.C.	Water Shortage Plan, Phase II	Rule Amendment	These rules provide for the conservation, protection, and management of water during periods of water shortage	Revise language so that language in Phase II is at least as restrictive as current year-round lawn watering restrictions	Update rule	None	No
40B-21.641, F.A.C.	Water Shortage Plan, Phase III	Rule Amendment	These rules provide for the conservation, protection, and management of water during periods of water shortage	Revise language so that language in Phase III is at least as restrictive as current year-round lawn watering restrictions	Update rule	None	No
40B-400, F.A.C.	Environmental Resource Permits	Rule Amendments	Implements Part IV, Chapter 373, F.S.	Amend rules to reflect changes resulting from adopting statewide stormwater requirements and ACOE Section 404	Update rules	Some reduction in cost of doing business	No

Suwannee River Water Management District  
2020-2021 Annual Regulatory Plan

Rule Number	Rule Title	Rulemaking Action	Description of current Rule	Description of Changes to be Made in Rulemaking	Reason for Rulemaking	Economic Impact	Highly Technical or Complicated
				program; and to revise flood maps			

Laws enacted or amended during the previous 12 months that affect the duties or authority of SRWMD	Description	Rulemaking Action	Must SRWMD adopt rules to implement?	Proposed NOPR date
HB 101	Revises amounts of retainage that local governmental entities and contractors may withhold from progress payments for construction services contracts; revises requirements for DMS rules governing certain contracts; revises amounts of retainage that public entities and contractors may withhold from progress payments for construction services contracts	Amendment	No	
HB 115	Prohibits state authority from denying a license, refusing to renew a license, or suspending or revoking a license on the basis of delinquency or default in payment of student loans; provides exception to requirement that certain entities prohibit candidate from being examined for or issued, or having renewed license, certificate, or registration to practice health care profession if candidate is on the federal list of excluded individuals and entities; repeals provisions relating to health care practitioners in default on student loan or scholarship obligations	New	No	
SB 178	Prohibits state-financed constructors from commencing construction of certain structures in coastal areas after a specified date without first taking certain steps regarding a sea level impact projection study	New	No	



Suwannee River Water Management District  
2020-2021 Annual Regulatory Plan

Laws enacted or amended during the previous 12 months that affect the duties or authority of SRWMD	Description	Rulemaking Action	Must SRWMD adopt rules to implement?	Proposed NOPR date
HB 441	Revises maximum dollar amount for continuing construction contracts from \$2 million to \$5 million, and for studies from \$200,000 to \$500,000	Amendment	No	
HB 549	Provides exemption from public records requirements for site-specific location information of endangered and threatened species	New	No	
SB 664	Creates 448.095 F.S., which, in part, requires licensing agencies to permanently revoke all licenses held by a private employer should that employer is found to be found to employ unauthorized aliens	New	Yes	TBD*
SB 712	Amends multiple parts of Chapters 373 and 403, F.S., notably, the list of recipients for the District's Consolidated Annual Report, a study of the bottled water industry coordinated by FDEP, and District adoption of rules regarding stormwater design and operations	Amendment	Yes	1/1/2021
HB 971	Provides for rights and privileges of electric bicycles and operators; provides that electric bicycles are vehicles to same extent as bicycles; exempts electric bicycles and operators from specified provisions; requires labeling of electric bicycles; requires electric bicycles to comply with specified provisions and operate in certain manner; authorizes operators to ride electric bicycles where bicycles are allowed	New	No	
HB 1050	Provides direction for paid administrative leave for employees volunteering in response to a declared disaster up to 120 hours in a 12-month period	Amendment	No	

Suwannee River Water Management District  
2020-2021 Annual Regulatory Plan

Laws enacted or amended during the previous 12 months that affect the duties or authority of SRWMD	Description	Rulemaking Action	Must SRWMD adopt rules to implement?	Proposed NOPR date
HB 1091	Amends 373.129, F.S., raising the fine relating to stormwater permitting and surface water management from \$10,000 to \$15,000	Amendment	No	
SB 1466	Affects the posting of the District's audit reports on their website and the ethics requirements of Board members	Amendment	No	
	<b>Carry Over from 2016-2017 Laws Enacted Requiring Rulemaking</b>			
Subsection 373.219(3), F.S.	Development of unified definition of "harmful to the water resources" for Outstanding Florida Springs	Amendment	Yes – 40B-2, F.A.C.	5/1/2019*
HB 7043	FDEP assumption of Army Corps of Engineers Section 404 permitting program	Amendment	Yes – 40B-4 and 40B-400, F.A.C.	Upon delegation*
HB 767	Right of entry/ mineral rights	New	No	
SB7014	Government accountability (removes WMDs from local gov't definition)	Amendment	No	

\* Awaiting FDEP guidance on rulemaking

**We hereby certify that we have reviewed the Suwannee River Water Management District's (District) 2020-2021 Annual Regulatory Plan, pursuant to paragraph 120.74(1)(d), F.S. All District rules have been reviewed as of August 11, 2020, to determine if they remain consistent with the District's rulemaking authority and the laws implemented.**

\_\_\_\_\_  
Virginia H. Johns  
Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
George T. Reeves  
Legal Counsel

\_\_\_\_\_  
Date

SUWANNEE RIVER WATER MANAGEMENT DISTRICT  
MEMORANDUM

TO: Governing Board

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

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

DATE: July 31, 2020

RE: Contract with the Federal Emergency Management Agency to Administer Risk MAP Program

**RECOMMENDATION**

Authorize the Executive Director to enter into contract with the Federal Emergency Management Agency to receive an estimated \$2,136,750 to implement the Fiscal Year 2020 Risk Mapping, Assessment and Planning Program in the Santa Fe, Upper and Lower Suwannee, Withlacoochee, Aucilla, and Alapaha river basins.

**BACKGROUND**

The District has been a Cooperating Technical Partner implementing Federal Emergency Management Agency's (FEMA's) Map Modernization and Risk Mapping, Assessment and Planning (Risk MAP) programs for 20 years. Our five-year business plan identifies the District's vision and level of participation for supporting these programs. FEMA's Risk MAP program is an ongoing District program for the Santa Fe, Upper and Lower Suwannee, Withlacoochee, Aucilla, and Alapaha river basins.

To implement this plan, District staff has developed a Mapping Activity Statement (MAS) for Federal FY 2020 that details a step-by-step process to enhance the regulatory flood maps and provide Risk MAP products for the stated basins. The MAS includes the completion of ongoing work in the Santa Fe Basin, Additional work for Zone A flood zones in the Withlacoochee Basin and Discovery in the Aucilla and Alapaha Basins. The District expects the proposed MAS for Federal Fiscal Year 2020 to be approved and monies allocated by FEMA within the upcoming weeks. When received, it is important that award documents be executed as quickly as possible. With the addition of the FY 2020 allocation, the District will have ten active contracts totaling \$12,392,284. All information created or provided by the District, such as computer models, are used as the local match.

LM/tm

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

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

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

DATE: July 31, 2020

RE: Variance Request for General Works of the District Permit Application WOD-029-237339-1, Cothron Residence, Dixie County

**RECOMMENDATION**

Deny, without prejudice, a variance from section 40B-4.3030(13), Florida Administrative Code, for Works of the District General permit application number WOD-029-237339-1 to Forrest Cothron; and formalize the Board's decision through the issuance of a Final Order executed by the Executive Director.

**BACKGROUND**

The District received an after-the-fact application and variance request from section 40B-4.3030(13), F.A.C., which states in part, "No construction, additions or reconstruction shall occur in the front 75 feet of an area immediately adjacent to and including the normally recognized bank of a water, except for one deck per parcel located at the top of the bank no larger than 200 square feet and a boardwalk no wider than five feet to provide reasonable pedestrian access to water dependent structures such as docks.." A variance requested pursuant to section 120.542, Florida Statutes, must demonstrate that the purpose of the underlying statute will be or has been achieved by other means; and that application of the rule would create a substantial hardship or would violate principles of fairness.

The applicant has failed to demonstrate any unusual hardship in his request to allow the unpermitted structure (residential home) and concrete to remain. For the structure, the applicant asserts that it was believed that all permits were obtained when the home was constructed, and moving the home would make access to the house impossible because it would then be within the County's 25-foot road setback. A variance from this setback was never requested. For the concrete, the applicant asserts that the concrete is required for the chosen retrofit seawall but did not provide justification that the chosen retrofit was the only viable option for the project location. Furthermore, the applicant has not demonstrated that the requirement of the underlying statute has been met by other means through the removal of other existing structures and tree planting that leaves, at a minimum, 600 ft<sup>2</sup> of structures and concrete over what is authorized in rule.

Denial of the Variance will require that, as part of the after-the-fact permit, the structure be moved outside of the 75-foot setback and all concrete be removed from within the 75-foot setback, except for a 5 foot path to access the stairs and a maximum of 5 feet of impervious along the seawall for a cap and access. Granting of the variance will allow the structure and concrete to remain in the 75-foot setback as part of the after-the-fact permit. The District published a notice regarding the project in the Florida Administrative Register on July 23, 2020. To date, no objections have been received.

LM/tm  
Attachments

July 19, 2020  
Suwannee River  
Water Management District  
9225 CR 49  
Live Oak, FL 32060

**(a) Petition for variance from Ch 40B-4, Florida Administrative Code (F.A.C.)**

Subject: : Works of the District (WOD) Application # WOD-029-237339-1 - Cothron Residence, Dixie County

**(b) Petitioner: Forrest Cothron**

250 893rd Ave.  
Branford, FL 32008  
352-562-6000  
[forrest@saltwaterbuilders.com](mailto:forrest@saltwaterbuilders.com)

**(c) Agent: Adam Collins**

Adam Collins Engineering, Inc.  
12558 Bass Road  
Live Oak, FL 32060  
386-320-7400  
[adam@collinseng.com](mailto:adam@collinseng.com)

**(d)** The applicable portion of the rule in which the variance is requested is 40B-4.3030(13).

**(e)** The citation to the statute the rule is implementing:

40B-4.3030(13), F.A.C., States, "No construction, additions or reconstruction shall occur in the front 75 feet of an area immediately adjacent to and including the normally recognized bank of a water, except for one deck per parcel located at the top of the bank no larger than 200 square feet and a boardwalk no wider than five feet to provide reasonable pedestrian access to water dependent structures such as docks."

**(f)** Type of variance requested:

The type of action requested is a permanent variance from rule 40B-4.3030(13), F.A.C. This will allow the existing residence with all additions and the seawall concrete tieback anchor at the top of bank to remain in place.

**(g)** Facts that demonstrate hardship:

Around 2006-07 the residence and its additions were constructed. The owner hired the mobile home company to obtain permits for the structure prior to construction. At the time, the owner was under the impression that they were obtaining the necessary permits to build the structure. Also, the parcel is relatively small. Moving the structure out of the

75 ft setback would make vehicular access to the rear of the house, impossible. It would also violate the county rear setback of 25ft. The residence is currently occupied by the owner's 91 yr. old grandfather and his wheelchair lift is at the back of the house. See Exhibit 1.

The concrete pad at the top of bank is part of the anchoring system of the existing grandfathered seawalls. The concrete was capped with integrated steel piles to maintain the structural integrity of the entire seawall system. A small area of the existing concrete was fully replaced due to a leaking water line that had to be excavated and repaired. The chosen retrofit design of the existing seawall was the most viable option to prevent failure of the system. An analysis was performed to calculate the force to be resisted by the concrete anchor tieback. The force acting on the seawall is approx. 70,000 lbs. The combined resisting force of the concrete and the steel piles integrated into the concrete is approx. 85,000 lbs. Therefore, all existing concrete must remain. See Exhibit 3.

(h) The reason the variance or waiver requested would serve the purpose of the underlying statute:

The purpose of the underlying statute is to limit construction in the 75 ft setback. Besides the residence and its additions, the footprint of the concrete was existing prior to the year 2000. To meet the intent of the rule and mitigate the elements to remain, existing grandfathered elements will be removed from the 75 ft setback. The total footprint of elements to remain is 2,207 sf. The total footprint of elements to be removed from the site is approximately 2,343 sf. Of this total, approximately 1,326 sf exists in the 75 ft setback. Therefore, the unmitigated area to remain in the 75 ft setback is approx. 667 sf. Please refer to Exhibit 2. Trees can be planted to mitigate the remaining 667 sf (number and species to be determined with District coordination).

(i) Permanent waiver/variance requested

It is our request that a permanent waiver or variance be granted for the following:

1. The 861 sf of the residence and its additions be allowed to remain per rule 40B-4.3030(13), F.A.C.
2. The 1,356 sf of the seawall concrete tieback anchor (capped concrete) in the 75 ft setback be allowed to remain per rule 40B-4.3030(13), F.A.C.

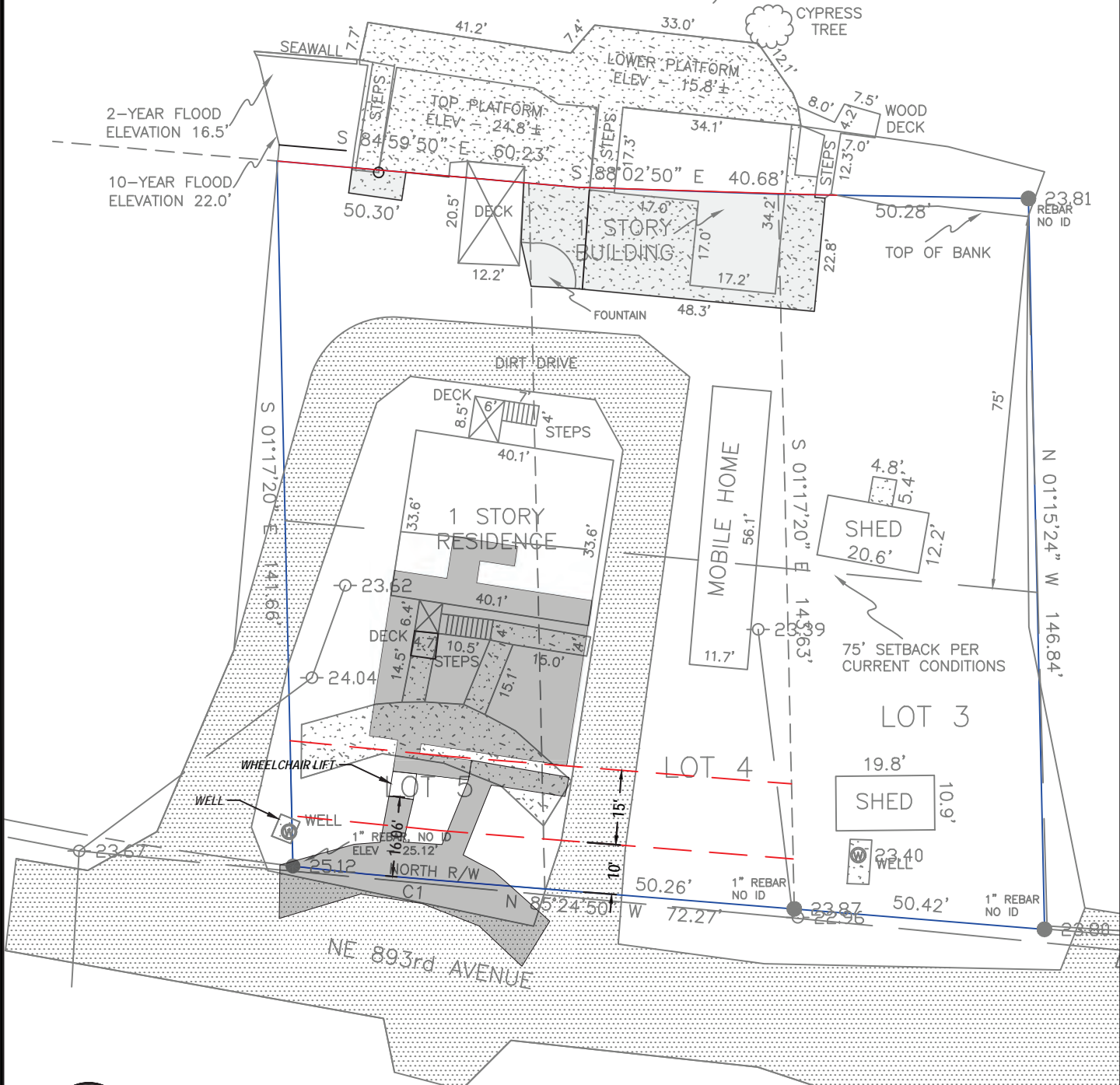
Thank you for your consideration.

Sincerely,



Adam Collins

SUWANNEE RIVER  
(WATER ELEV - 11.7'±)



**HOUSE MOVED**



ADAM T. COLLINS, PE # 75584 NOT VALID UNLESS EMBOSSED SEAL

PREPARED BY



CA #: 31728  
P: 850.888.2326  
WWW.COLLINSENG.COM

DATE 2020.07.19  
DRAWN JBP  
DESIGNED ATC  
CHECKED ATC  
JOB No. 18031

PREPARED FOR

FORREST COTHRON  
250 NE 893RD AVE  
BRANFORD, FL 32008

PROJECT

COTHRON RESIDENCE

SHEET

EXHIBIT 1

SHEET

1



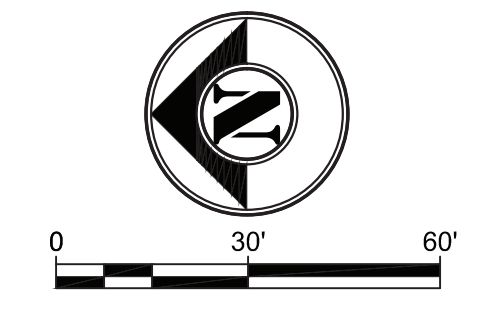
**NON-GRANDFATHERED AREAS IN 75 FT SETBACK TO REMAIN:**  
 CONCRETE SEAWALL ANCHOR TIEBACK = 1346 SF  
 STRUCTURES = 861 SF

**GRANDFATHERED AREAS IN 75 FT SETBACK TO BE REMOVED:**  
 CONCRETE = 26 SF  
 STRUCTURES = 1300 SF

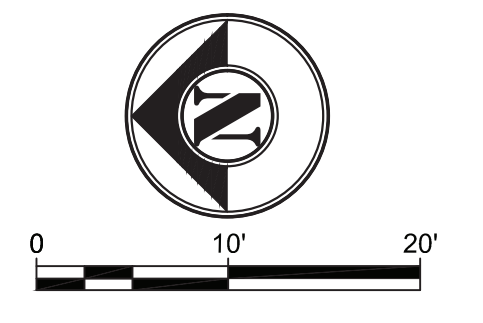
**EXEMPT AREAS:**  
 5 FT WIDE ACCESS PATH TO STAIRS = 214 SF  
 TOTAL UNMITIGATED AREA IN 75 FT SETBACK = 667 SF



**OVERALL SITE PLAN**



**SITE PLAN**

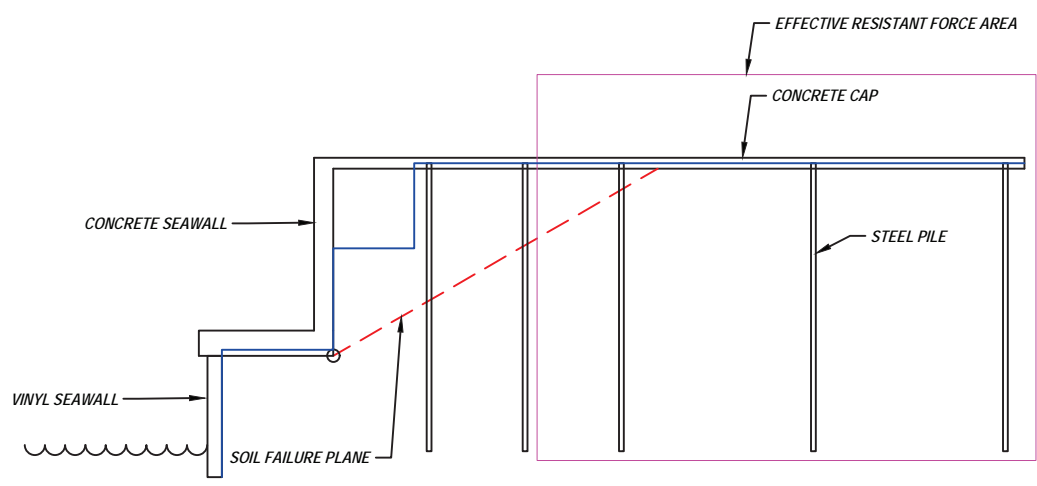
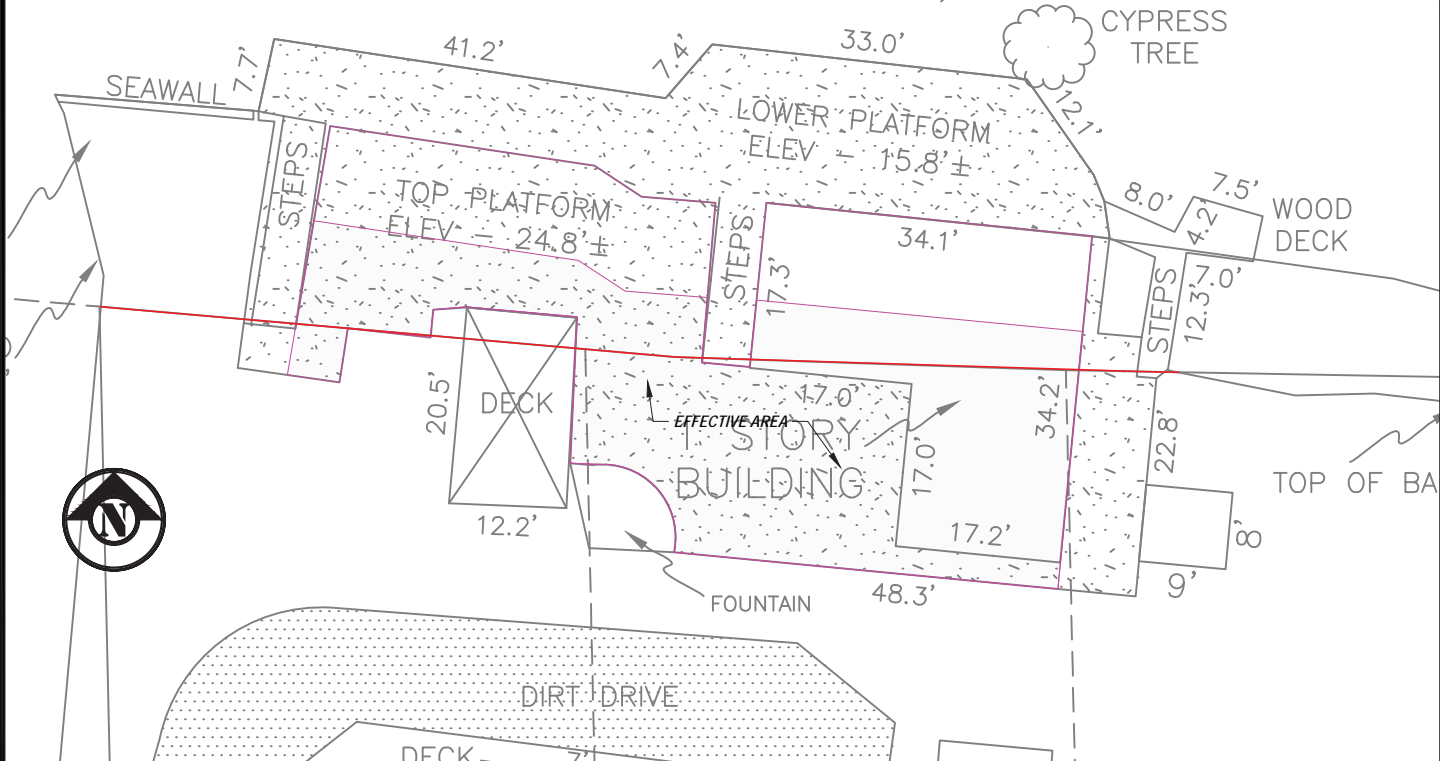


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REVISIONS	NO.	DESCRIPTION	DATE
PREPARED BY	FORREST COTHRON 260 NE 893RD AVE BRANFORD, FL 32008		
	 <b>ADAM COLLINS</b> ENGINEERING INC. CA# 31728 - P. 386-320-7400 - WWW.COLLINSENG.COM		
PROJECT	COTHRON RESIDENCE		
SHEET	EXHIBIT 2		
DATE	2020.07.19	DRAWN	JBP
DESIGNED	ATC	CHECKED	ATC
JOB No.	18031		
SHEET	2		



# SUWANNEE RIVER (WATER ELEV - 11.7'±)



## SEAWALL DETAILS

ADAM T. COLLINS, PE # 75584 NOT VALID UNLESS EMBOSSED SEAL

PREPARED BY



CA #: 31728  
P: 850.888.2326  
WWW.COLLINSENG.COM

DATE 2020.07.21  
DRAWN JBP  
DESIGNED ATC  
CHECKED ATC  
JOB No. 18031

PREPARED FOR  
FORREST COTHRON  
250 NE 893RD AVE  
BRANFORD, FL 32008

PROJECT  
COTHRON RESIDENCE  
SHEET  
EXHIBIT 3

SHEET  
3

Q:\ACE - PROJECTS\18031.COT-Z\2\Cadd\18031.xBase-C-SITE.dwg, ADAM, 7/21/2020, 12:45 PM

Notice of Variances and Waivers

**WATER MANAGEMENT DISTRICTS**

**Suwannee River Water Management District**

RULE NO.:       RULE TITLE:

40B-4.3030       Conditions for Issuance of Works of the District Permits

NOTICE IS HEREBY GIVEN that on June 30, 2020, the Suwannee River Water Management District, received a petition for a variance from Forrest Cothron, 250 NE 893<sup>rd</sup> Ave, Branford, FL. Pursuant to Section 120.542, F.S., Petitioner is seeking a variance from section 40B-4.3030(13), F.A.C., which provides that no construction, additions or reconstructions shall occur in the front 75-foot area immediately adjacent to and including to normally recognized bank of a water. The applicant is requesting to construct a structure. The project is located in Section 8, Township 8S, Range 14E of Dixie County, and has been assigned permit number ERP-001-237339-1, Cothron Residence.

A copy of the Petition for Variance or Waiver may be obtained by contacting: Tilda Musgrove, Business Resource Specialist, Suwannee River Water Management District, 9225 CR 49, Live Oak, FL 32060, (386)362-1001 or 1(800)226-1066 in Florida only.

WORKS OF THE DISTRICT GENERAL PERMIT  
TECHNICAL STAFF REPORT  
21-July-2020  
APPLICATION NO. WOD-029-237339-1

**Applicant:** Forrest Cothron  
250 NE 893<sup>rd</sup> Avenue  
Branford, FL 32008

**Owner:** Forrest Cothron  
250 NE 893<sup>rd</sup> Avenue  
Branford, FL 32008

**Consultant:** Adam Collins, P.E.  
Adam Collins Engineering  
12558 Bass Rd  
Live Oak, FL 32060-6653  
(850) 888-2326

**Project Name:** Cothron Residence

**Project Acreage:** 0.48±

**County:** Dixie

**Recommended Agency Action**

Deny, without prejudice, a variance from section 40B-4.3030(13), Florida Administrative Code, for Works of the District General permit application number WOD-029-237339-1 to Forrest Cothron; and formalize the Board's decision through the issuance of a Final Order executed by the Executive Director.

**Project Review Staff**

Pam Sanders, E.I., Engineer II, Tim Beach, Environmental Scientist II, Ashley Stefanik, P.E., Professional Engineer, and Leroy Marshall, P.E., Chief Engineer reviewed the project.

**Project Location**

The project is located adjacent to the Suwannee River in Township 08 South, Range 14 East, Section 8 of Dixie County, on parcels numbers 6860-0000-0030 and 6860-0000-0040.

**Project Description**

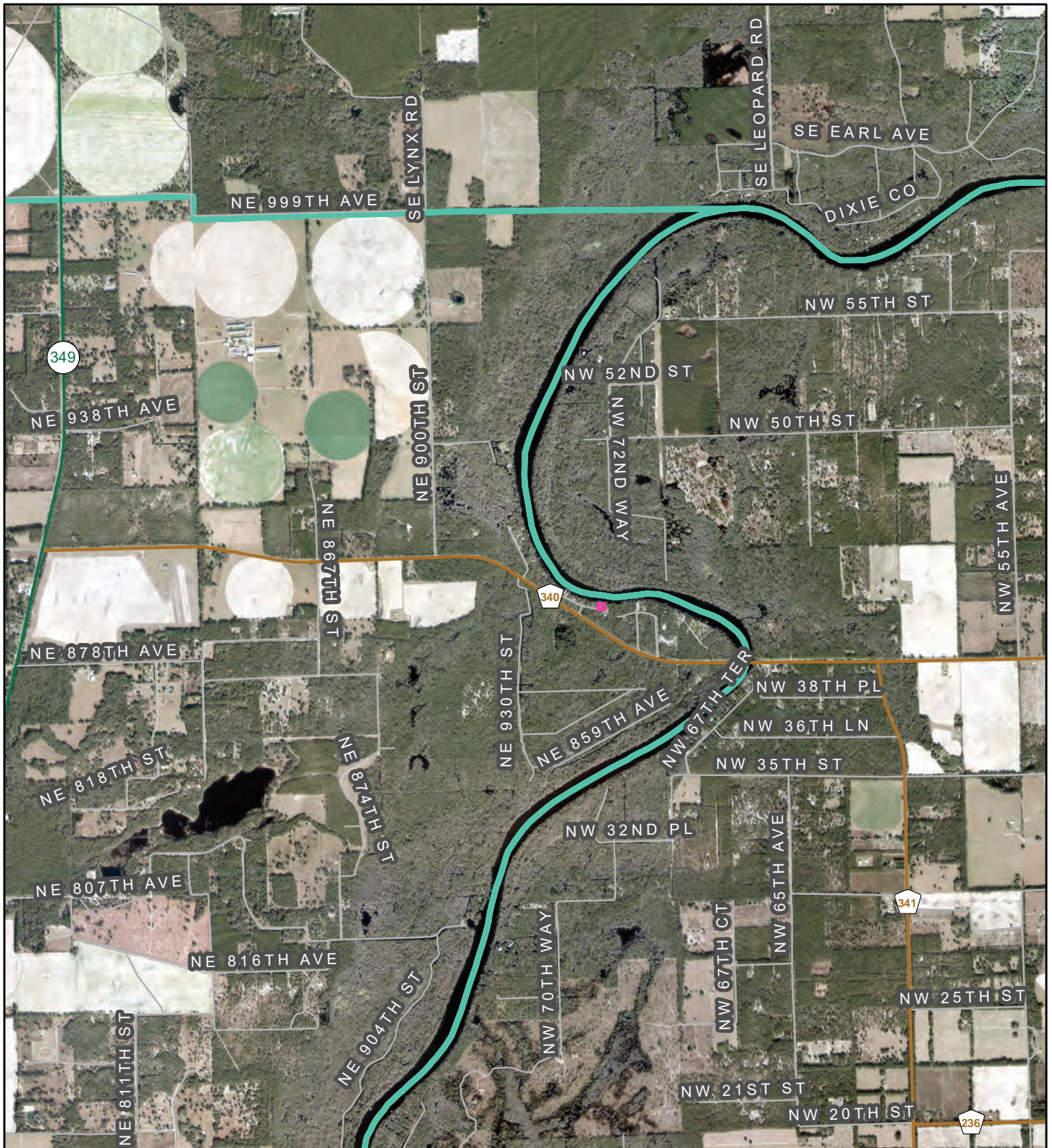
The District received an after-the-fact application and variance request from section 40B-4.3030(13), F.A.C., which states in part, "No construction, additions or reconstruction shall occur in the front 75 feet of an area immediately adjacent to and including the normally recognized bank of a water, except for one deck per parcel located at the top of the bank no larger than 200 square feet and a boardwalk no wider than five feet to provide reasonable pedestrian access to

water dependent structures such as docks..” A variance requested pursuant to section 120.542, Florida Statutes, must demonstrate that the purpose of the underlying statute will be or has been achieved by other means; and that application of the rule would create a substantial hardship or would violate principles of fairness.

The applicant has failed to demonstrate any unusual hardship in his request to allow the unpermitted structure (residential home) and concrete to remain. For the structure, the applicant asserts that it was believed that all permits were obtained when the home was constructed, and moving the home would make access to the house impossible because it would then be within the County’s 25-foot road setback. A variance from this setback was never requested. For the concrete, the applicant asserts that the concrete is required for the chosen retrofit seawall, but did not provide justification that the chosen retrofit was the only viable option for the project location. Furthermore, the applicant has not demonstrated that the requirement of the underlying statute has been met by other means through the removal of other existing structures and tree planting that leaves, at a minimum, 600 ft<sup>2</sup> of structures and concrete over what is authorized in rule.

The District published a notice regarding the project in the Florida Administrative Register on July 23, 2020. To date, no objections to the denial of the variance have been received. Staff recommends denial of the variance request from the provisions of section 40B-4.3030(13), F.A.C., due to placing of structures and concrete prior to obtaining a permit and failure to meet the hardship and the requirement to meet the rule criteria by other means.



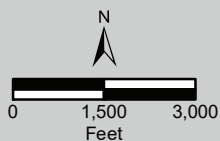


### Cothron Residence

WOD-029-237339-1

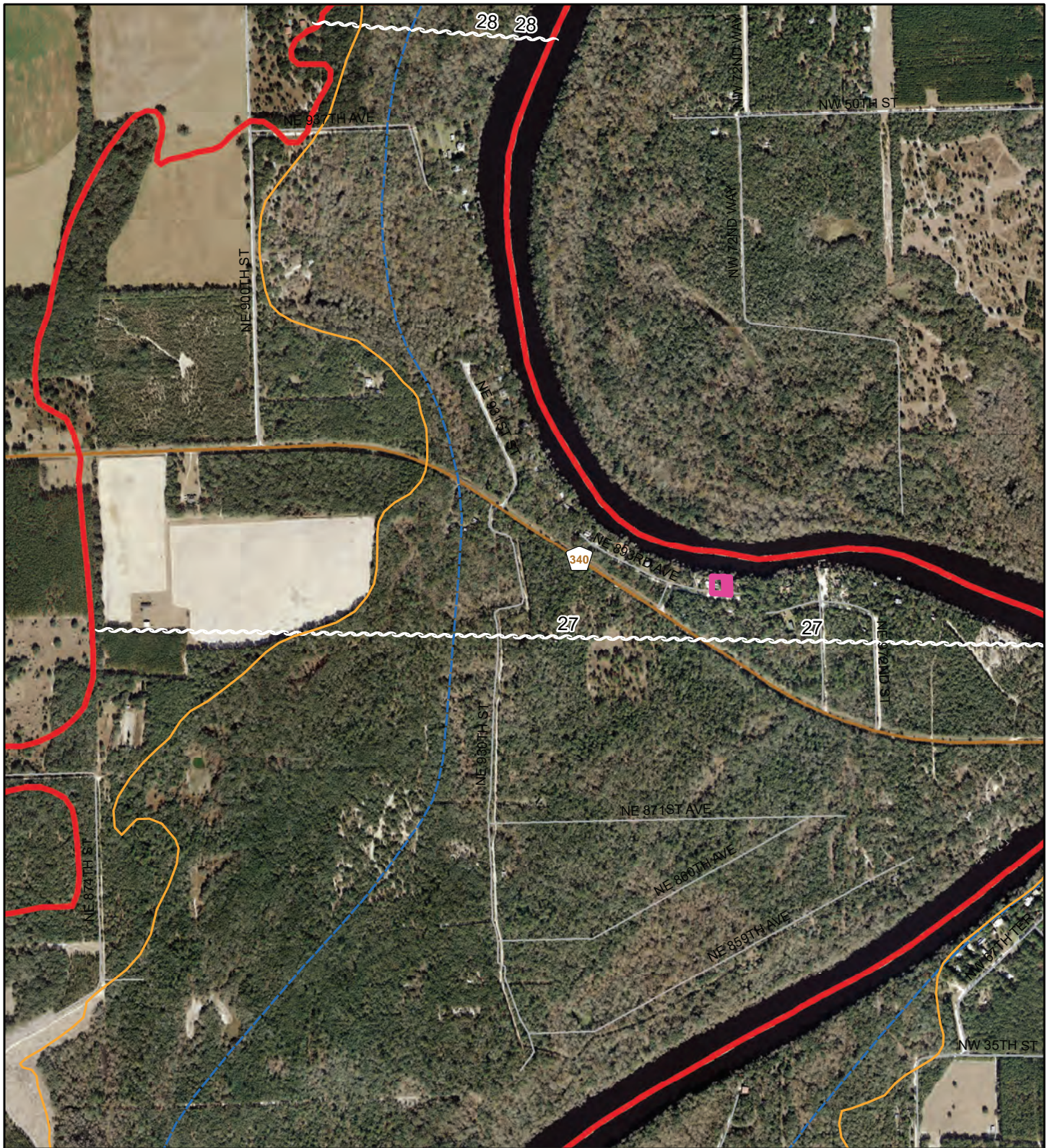
August 2020

 Project Area



Note: This map was created by the Suwannee River Water Management District (SRWMD) to be used for planning purposes only. SRWMD shall not be held liable for any injury or damage caused by the use of data distributed as a public records request regardless of their use or application. SRWMD does not guarantee the accuracy, or suitability for any use of these data, and no warranty is expressed or implied. For more information please contact the SRWMD at 386-362-1001. Map Created on 7/21/2020










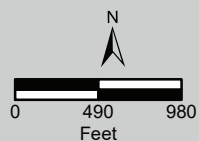
### Cothron Residence

WOD-029-237339-1

August 2020



-  Floodplain10yr\_Suwannee\_24k
-  Project Area
-  Floodway\_Suwannee\_24k
-  Flood\_BFE\_Dixie\_FEMA
- FEMA\_Hazarea\_Dixie**
-  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 on 7/21/2020



SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

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

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

DATE: July 31, 2020

RE: Denial of Variance Request for Individual Environmental Resource Permit Application ERP-023-206474-6, Bluebird Landing Modification, Columbia County

**RECOMMENDATION**

Deny, without prejudice, a variance from sections 40B-4.3030(3) and 40B-4.3030(13), Florida Administrative Code for Environmental Resource Permit application number ERP-023-206474-6 to Megan Olson of Bluebird Landing Owners Association, Inc.; and formalize the Board's decision through the issuance of a Final Order executed by the Executive Director.

**BACKGROUND**

The District received a request for an after-the-fact application and variance request from the requirements of sections 40B-4.3030(3) and 40B-4.3030(13), Florida Administrative Code (F.A.C.). Section 40B-4.3030(3), F.A.C., requires that the roofs on structures are to be one foot above the base flood elevation. The applicant requests that the pavilion roof remain at an elevation nine inches below the required elevation of 41 feet; and that the reconstructed pavilion be allowed to remain within the 75-foot setback of the Santa Fe River. Additionally, the applicant has requested authorization to add a concrete slab underneath the existing pavilion.

The applicant has failed to demonstrate any unusual hardship in asserting that the HOA does not have the funds to raise the existing roof; that raising the roof will reduce the pavilion's stability; that the pavilion is necessary in its current location and that moving the pavilion outside of the 75 foot setback is not a viable solution; that the HOA believed the necessary authorization from the District had been obtained prior to the reconstruction; and that the concrete slab is necessary to create an even walking surface for community use. The applicant has also failed to provide other means by which the purpose of the underlying rule will be met in their assertion that the small footprint of the pavilion and placement of the concrete slab at grade would have negligible floodway impacts within the 75-foot setback.

Denial of this variance request will require removal of the reconstructed pavilion and denial/ withdrawal of the permit application. Granting of the variance would allow the applicant to proceed with the permit application, which would require a calculated setback, signed and sealed plans, and a zero-rise certification. The District has not received any comments on variance request as of the date of the memo.

AS/tm  
Attachments

DATE July 10, 2020

Suwannee River  
Water Management District  
9225 CR 49  
Live Oak, FL 32060

**(a) Petition for variance from Ch 62-330, Florida Administrative Code**

Subject: Bluebird Landing Mod, ERP #, Columbia County

(b) Petitioner: Megan Olson  
349 SW Oak Glen  
Fort White, FL 32038  
386-454-4354  
meganolson335@gmail.com

(c) Agent: NAME  
COMPANY  
ADDRESS  
CITY, STATE, ZIP  
PHONE/FAX NUMBERS  
E-MAIL (OPTIONAL)

(d) The applicable portion of the rule:

40B-4.3030(13), F.A.C. provides: “No construction, additions or reconstruction shall occur in the front 75 feet of an area immediately adjacent to and including the normally recognized bank of a water, except for one deck per parcel located at the top of the bank no larger than 200 square feet and a boardwalk no wider than five feet to provide reasonable pedestrian access to water dependent structures such as docks. The following conditions shall apply to decks and boardwalks:

1. Decks and boardwalks shall not be enclosed, except for a structural roof; and
2. Decks, boardwalks and structural roofs shall be built in a manner to minimize destruction of existing vegetation.”

(e) The citation to the statute the rule is implementing:

40B-4.3030 F.A.C.

(f) Type of variance requested:



A permanent variance or waiver that will permit the construction of a four-inch thick twenty-two foot by 36 foot concrete pad in the seventy-five foot set back area along the Santa Fe River in the common area of the Bluebird Landing Owner's Association in Fort White, Florida.

(g) Facts that demonstrate hardship:

The current pavilion in the Bluebird Landing common area was constructed in October of 2008. At the time it was constructed the pavilion was placed on the existing soil with no alterations to the footing under the pavilion. Bluebird Landing owners hoped that in the future a concrete pad could be constructed under the pavilion to provide better stability for the members and guests who were using the pavilion. That did not occur. Overtime the members of the community and their friends and relatives have aged making the use of the pavilion with its sandy and uneven soil challenging for some and dangerous for others. The lack of the stability has regrettably reduced or eliminated the use of the pavilion for some members of the community or their relatives. The placement of a concrete pad under the pavilion would provide mobility and stability for members and allow them to continue to use and enjoy the pavilion.

(h) The reason the variance or waiver requested would serve the purpose of the underlying statute:

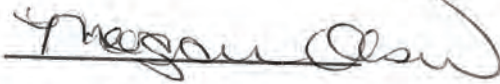
The concrete pad will be set at natural grade level. It will not be enclosed and it will not be necessary to remove any vegetation from the location where the concrete pad will be placed.

(i) **Permanent waiver/variance requested**

It is our wish that a permanent waiver or variance be granted for the following: The placement of a 22 foot by 36 foot concrete pad in the 75 foot set back area of the Bluebird Landing Owner's Association common area.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read "Megan Olson", with a large, sweeping flourish above the name.

Megan Olson  
President  
Bluebird Landing Owner's Association  
386-454-4354  
meganolson335@gmail.com

DATE : July 10, 2020

Suwannee River  
Water Management District  
9225 CR 49  
Live Oak, FL 32060

**(a) Petition for variance from Ch 62-330, Florida Administrative Code**

Subject: Bluebird Landing Mod, ERP #, Columbia County

(b) Petitioner: Megan Olson  
349 SW Oak Glen  
Fort White, FL 32038  
386-454-4354  
meganolson335@gmail.com

(c) Agent: NAME  
COMPANY  
ADDRESS  
CITY, STATE, ZIP  
PHONE/FAX NUMBERS  
E-MAIL (OPTIONAL)

(d) The applicable portion of the rules:

40B-4.3030(13), F.A.C. provides “ No Construction, additions or reconstruction shall occur in the front 75 feet of an area immediately adjacent to and including the normally recognized bank of a water, except for one deck per parcel located at the top of the bank no larger than 200 square feet and a boardwalk no wider than five feet to provide reasonable pedestrian access to water dependent structures such as docks.”

40B-4.3030(3),F.A.C. provides: “The roofs on pole barns, pavillions, gazebos, and any other such structures shall be such that the lowest structural horizontal member of the roof is at an elevation at least one foot above the 100 year flood/one percent annual chance

of flood elevation.”

(e) The citation to the statute the rules are implementing:

40B.4.3030, F.A.C.

(f) Type of variances requested:

We are requesting a permanent variance that will permit the Bluebird Landing Community to keep our pavilion in its current location, which is within 75 feet of the Santa Fe River in our community common area.

We are also requesting a permanent variance of the elevation of the lowest roof member to a height less than the 100-year flood plain elevation of 41 feet.

(g) Facts that demonstrate hardship:

Our small community of Bluebird Landing was developed in 2001. To an individual, owners were enamored with the community common area along the Santa Fe River. The area was anchored by a pavilion that had been built in a flat dry area adjacent to the Santa Fe River in the 1970's. The pavilion quickly became a favorite spot for owners to relax, enjoy the river, and visit with neighbors.

In 2007, it became apparent that the pavilion in the common area was in a significant state of disrepair. In 2008, the community

member heading the restoration project told community members that we had received permission to construct a new pavilion in the same spot. The members were also told that the pavilion roof would meet Suwannee River Water Management District (SRWMD) requirements. Never suspecting that the necessary permission may not have been obtained, community members took down the old pavilion and worked together to build the current pavilion in virtually the same location. The pavilion is very well built and remains structurally sound. Its base measures 32 x 18 feet and the roof extends two feet on each side for a total size of 36 x 22 feet. The 100-year flood plain elevation at the pavilion's location is 40 feet. The elevation of the land where the pavilion is placed is approximately 31 feet and 5 inches. The lowest horizontal roof member is 8 feet 8 inches high. The lowest horizontal member of the roof has an elevation of approximately 40 feet and 3 inches.

The completed pavilion brought pride to the community members and forged a strong bond between them. It continues to be a focal point of the community today. It is an area where community members are often seen enjoying the view of the river and where they gather to share holidays and other special events.

It was not until November of 2019, when a representative from the community contacted SRWMD to determine if concrete could be placed under the pavilion, that community members learned that there was no record of a permit for its construction within 75 feet of the Santa Fe River bank.

#### Relocation of the Pavilion

There is no viable alternative location in which to place the pavilion within the common area. There are wetlands to the north and west of the pavilion. The placement of the pavilion in either of those directions would result in its encroachment into the wetlands and necessitate the removal of trees and other vegetation. The pavilion cannot be moved to the east of its current location because it would still be within the 75 foot set back. If it is moved beyond the 75 foot set back to the northeast it will then be in the middle of the only roadway to the common area.

#### The Pavilion Roof: section 40B-4.3030(3)

The Bluebird landing pavilion is very well built and is structurally sound. Its base measures 32 x 18 feet and the roof extends two feet on each side for a total size of 36 x 22 feet. The lowest horizontal member of the pavilion roof is 8 feet 8 inches high. The elevation of

the land where the pavilion is placed is approximately 31 feet and 5 inches. The 100-year flood plain elevation at the pavilion's location is 40 feet. Under rule 40B-4.3030(3), the lowest horizontal member of the pavilion roof should reach an elevation of 41 feet or greater. At the time the community members constructed the pavilion they intended to comply with SWMD roof elevation requirements. Despite such efforts, the roof elevation of the lowest horizontal roof member is approximately 40-feet and 3 inches. The cost of raising the roof the 9 inches necessary to meet the 41-foot elevation, would exceed the original cost of constructing the pavilion. Additionally, raising the roof could also reduce its stability.

(h) The reason the variances or waivers requested would serve the purpose of the underlying statute:

The Location of the Pavilion:

The footprint of the pavilion is small and if it has any impact on the riverbank and river it is negligible. It does not impede the flow, or impact the level or quality of the river. Water falls from the pavilion roof in a consistent sheet like manner across its length. Many native plants grow freely along the riverbank. No unnatural materials of any kind have been or will be placed under the pavilion and no additional

dirt or fill has ever been added to the area. The members of the community recognize the beauty and environmental significance of the location and how important it is to protect it. We use it gently and are careful to keep it free of any type of debris or foreign substances.

If the pavilion is allowed to remain in its current location we will be willing to plant additional native plants along the river bank and will create an environmental easement along the common area of the riverbank ensuring that no changes to the bank will be made or construction along the edge of the river bank will ever occur. If needed we are also willing to raise the roof of the pavilion an additional foot above its current height.

The impact of allowing the pavilion to remain in its current location adjacent to the bank of the Santa Fe River is at most negligible, but the impact that will be felt by the Bluebird Landing Community if it is removed will be substantial. Our community would lose a part of our history and our future. It is the spot that initially brought community members together. It remains the location where members are most likely to first meet new neighbors. It is an asset that can never be replicated. Its loss would be keenly felt.



The Pavilion Roof:

At the time Bluebird Landing community members constructed the pavilion they believed that the roof elevation met the SRWMD requirements. The Pavilion roof elevation of 40 feet 3 inches is only 9 inches short of the 41 feet required under section 40B-4.3030(3), and does exceed the 40-foot 100-year flood plain level.

Permanent waivers/variances requested

It is our wish that a permanent waiver or variance be granted for the following:

(1) The pavilion currently constructed within the 75 foot set back of the common area located in the Bluebird Landing community.

(2) The pavilion roof elevation.

Thank you for your consideration.

Sincerely,



Megan Olson  
President Bluebird Landing  
Home Owners Assoc.  
386-454-4354  
meganolson335@gmail.com

Notice of Variances and Waivers

**WATER MANAGEMENT DISTRICTS**

**Suwannee River Water Management District**

RULE NO.:       RULE TITLE:

40B-4.3030       Conditions for Issuance of Works of the District Permits

NOTICE IS HEREBY GIVEN that on May 5<sup>th</sup>, 2020, the Suwannee River Water Management District, received a petition for a variance from Megan Olson, of Bluebird Landing Owners Association, Inc., 349 S.W. Oak Glen Fort White, FL,32038. Pursuant to Section 120.542, F.S., Petitioner is seeking a variance from section 40B-4.3030(13), F.A.C., which provides that no construction, additions or reconstruction shall occur in the front 75 feet of an area immediately adjacent to and including the normally recognized bank of a water, except for one deck per parcel located at the top of the bank no larger than 200 square feet and a boardwalk no wider than five feet to provide reasonable pedestrian access to water dependent structures such as docks. The project is located in Section 31, Township 7S, Range 17E of Columbia County and has been assigned permit number WOD-023-206474-6 Bluebird Landing Mod.

A copy of the Petition for Variance or Waiver may be obtained by contacting: Tilda Musgrove, Business Resource Specialist, Suwannee River Water Management District, 9225 CR 49, Live Oak, FL 32060, (386)362-1001 or 1(800)226-1066 in Florida only.

INDIVIDUAL ENVIRONMENTAL RESOURCE PERMIT  
TECHNICAL STAFF REPORT  
11-August-2020  
APPLICATION NO. ERP-023-206474-6

**Applicant:** Megan Olson  
Bluebird Landing Owners Association, Inc.  
349 SW Oak Glen  
Forth White, FL 32038  
(386) 454-4354

**Owner:** Megan Olson  
Bluebird Landing Owners Association, Inc.  
349 SW Oak Glen  
Forth White, FL 32038  
(386) 454-4354

**Consultant:** None

**Project Name:** Bluebird Landing Modification

**Project Acreage:** 0.018± acres

**County:** Columbia

**Recommended Agency Action**

Deny, without prejudice, a variance from sections 40B-4.3030(3) and 40B-4.3030(13), Florida Administrative Code, for Individual Environmental Resource Permit application number ERP-023-206474-6 to Megan Olson of Bluebird Landing Owners Association, Inc.; and formalize the Board's decision through the issuance of a Final Order executed by the Executive Director.

**Project Review Staff**

Sara Zybell, E.I., Engineer I, Tim Beach, Environmental Scientist II, Ashley Stefanik, P.E., Professional Engineer, and Leroy Marshall, P.E., Chief Professional Engineer, reviewed the project.

**Project Location**

The project is located adjacent to the Santa Fe River in Township 07 South, Range 17 East, Section 31 of Columbia County. Add parcels

**Project Description**

The applicant has requested an after-the-fact variance from sections 40B-4.3030(3) and 40B-4.3030(13), Florida Administrative Code (F.A.C.) Section 40B-4.3030(3), F.A.C. states "The roofs on pole barns, pavilions, gazebos, and any other such structures shall be such that the lowest structural horizontal member of the roof is at an elevation at least one foot above the 100-year flood/ one percent annual chance of flood elevation." Section 40B-4.3030(13), F.A.C., states in part, "No construction, additions or reconstruction shall occur in the front 75 feet of an area immediately adjacent to and including the normally recognized bank of a water, except for

one deck per parcel located at the top of the bank no larger than 200 square feet and a boardwalk no wider than five feet to provide reasonable pedestrian access to water-dependent structures such as docks.”

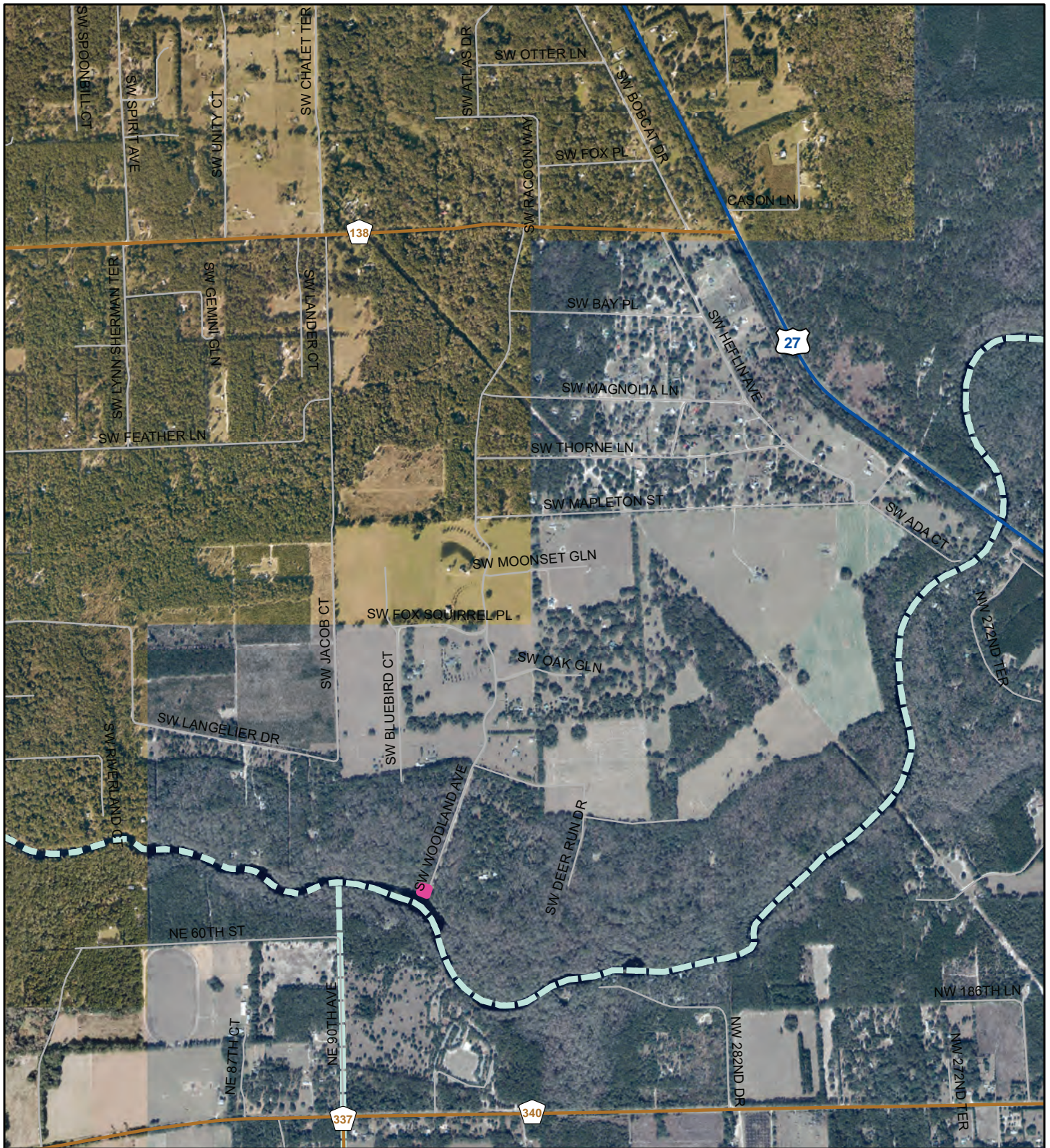
A variance requested pursuant to section 120.542, Florida Statutes, must demonstrate that the purpose of the underlying statute will be or has been achieved by other means; and that application of the rule would create a substantial hardship or would violate principles of fairness.

The applicant has failed to demonstrate any unusual hardship in applying section 40B-4.3030(3), F.A.C., by asserting that the owners’ association does not have the funds to raise the existing unpermitted roof, and that raising the roof will reduce the pavilion’s stability. The applicant has also failed to provide other means by which the purpose of the underlying rule will be met by asserting that the roof is minimally (nine inches) below the required elevation of 41 feet.

The applicant has failed to demonstrate any unusual hardship in applying section 40B-4.3030(13), F.A.C., by asserting the concrete slab is necessary to create an even walking surface to allow more members of the community to use the pavilion; that the pavilion is necessary for community socializing; or that the owners’ association believed at the time of reconstruction that the necessary authorization from the District had been obtained. The District has no record of an authorization, verbal or otherwise, for this pavilion. The applicant has also failed to provide other means by which the purpose of the underlying rule will be met by asserting that the small footprint of the pavilion and placement of the concrete slab at grade would have negligible impacts.

The District published a notice regarding the project in the Florida Administrative Register on March 17, 2020. To date, there have been no objections to the variance request.





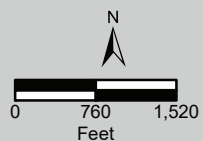
# Bluebird Landing Modification

ERP-023-206474-6

August 2020

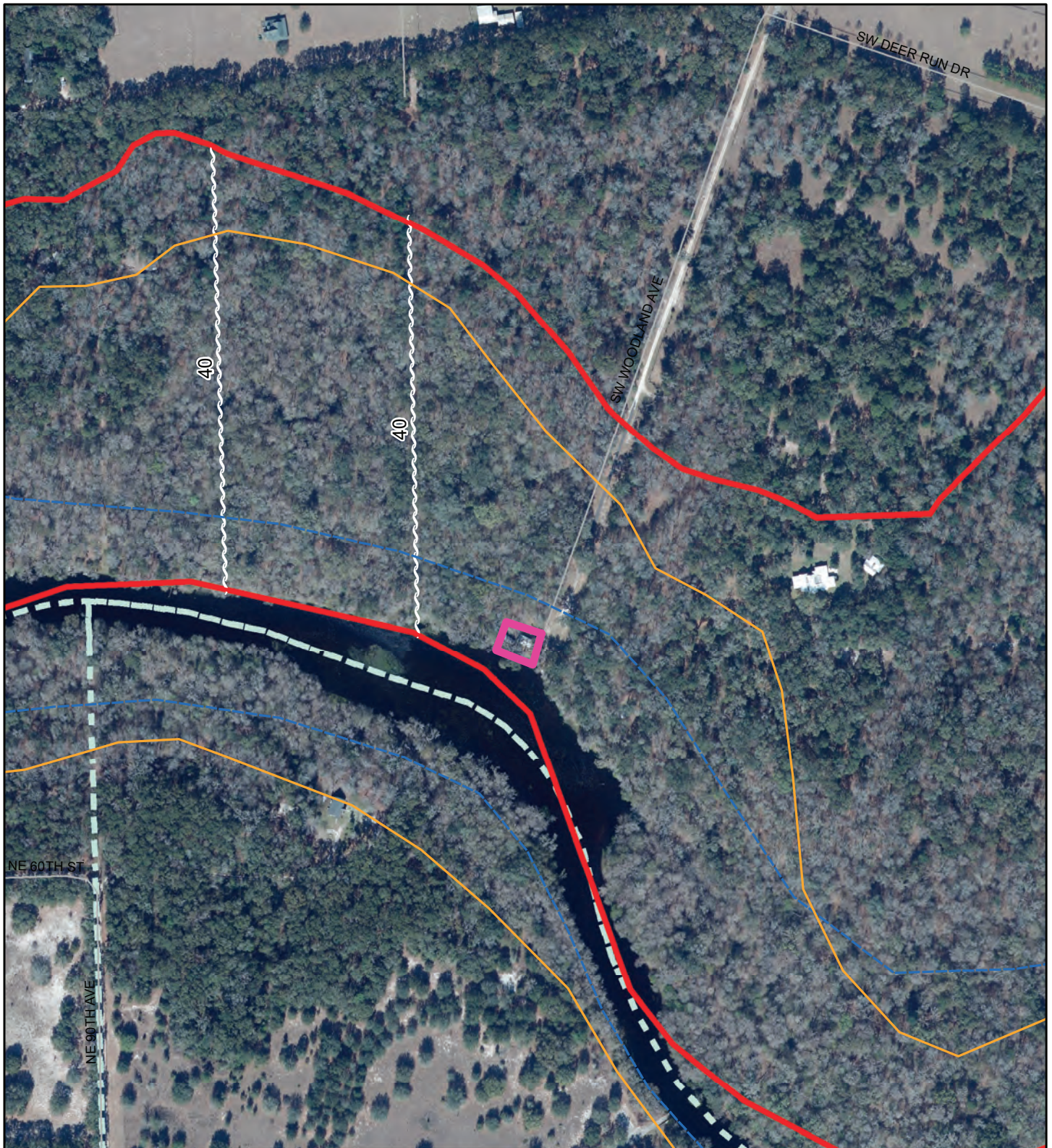


 Project Area



Note: This map was created by the Suwannee River Water Management District (SRWMD) to be used for planning purposes only. SRWMD shall not be held liable for any injury or damage caused by the use of data distributed as a public records request regardless of their use or application. SRWMD does not guarantee the accuracy, or suitability for any use of these data, and no warranty is expressed or implied. For more information please contact the SRWMD at 386-362-1001. Map Created on 7/20/2020

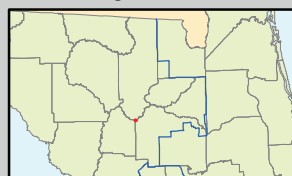








# Bluebird Landing Modification

ERP-023-206474-6

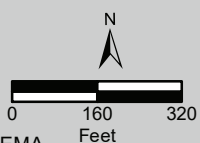
August 2020



-  Floodplain10yr\_Suwannee\_24k
  -  Project Area
  -  Floodway\_Suwannee\_24k
- FEMA\_Hazarea\_Columbia**

 Zone AE

 Flood\_BFE\_Columbia\_FEMA



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SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

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

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

DATE: July 31, 2020

RE: Variance Request for General Works of the District Permit Application WOD-041-209782-2, Greist Fill and Associated Structures, Gilchrist County

**RECOMMENDATION**

Deny, without prejudice a variance from section 40B-4.3030(7), Florida Administrative Code (F.A.C.), for General Works of the District Permit WOD-041-209782-2 to Mary and John D. Greist; and formalize the Board's decision through the issuance of a Final Order executed by the Executive Director.

**BACKGROUND**

The District received a request for an after-the-fact application and variance request from the floodway fill requirements set forth in section 40B-4.3030(7), F.A.C., to retain fill exceeding the 100 square feet of the cross-sectional area of the floodway requirement on their property adjacent to the Suwannee River. The applicant originally requested this variance for 171 ft<sup>2</sup> of cross-sectional fill and demonstrated a substantial hardship by providing medical documentation demonstrating the need for a flat walking surface to avoid aggravating an existing medical condition. However, the applicant failed to provide a method by which the underlying rule would be met, and was asked at the July Governing Board meeting to return in August with a zero-rise certification and any other measures that could be implemented to satisfy this requirement.

The applicant has assessed the extent of cross-sectional fill area and determined that 49 ft<sup>2</sup> could be removed; and, although the remaining 122 ft<sup>2</sup> of fill exceeds rule criteria, a zero-rise certification indicates no impact. Due to the activity being done prior to obtaining a permit and failure to meet the specific rule criteria by other means, District staff recommends denial of this variance request and the removal of 71 ft<sup>2</sup> cross-sectional area of fill by the applicant.

Denial of this variance request will require removal of, at a minimum, 71 ft<sup>2</sup> cross-sectional area of fill in addition to obtaining a permit. Granting of the variance would allow the proposed 122 ft<sup>2</sup> of fill to remain as authorized by a permit. The District has received five objections to the granting of the variance due to concerns that the fill could result in an increased flooding risk.

AS/tm  
Attachments

June 22, 2020  
Suwannee River  
Water Management District  
9225 CR 49  
Live Oak, FL 32060

**(a) Petition for variance from Ch 40B-4, Florida Administrative Code**

Subject: Greist Residence WOD-041-209782-2, Gilchrist County

**(b) Petitioner: Mary and John Greist**

1210 NW 78 Ave.  
Bell, FL 32619  
352-463-6327  
[alltigator@aol.com](mailto:alltigator@aol.com)

**(c) Agent: Adam Collins**

Adam Collins Engineering, Inc.  
12558 Bass Road  
Live Oak, FL 32060  
386-320-7400  
[adam@collinseng.com](mailto:adam@collinseng.com)

**(d)** The applicable portion of the rule in which the variance is requested is 40B-4.3030(7).

**(e)** The citation to the statute the rule is implementing:

40B-4.3030(7) States, "No fill material shall be placed above the natural grade of the ground except for minor amounts of fill which are less than or equal to 100 square feet of the cross-sectional area of the floodway....."

**(f)** Type of variance requested:

The type of action requested is a permanent variance from rule 40B-4.3030(7). This will allow the existing fill to remain in place.

**(g)** Facts that demonstrate hardship:

This fill was added to create a level walking surface around the residence to facilitate access for Mary Greist. She has a medical condition that is aggravated by walking on uneven surfaces, even on what the average healthy person would consider a flat slope. For instance, when walking on the road adjacent to the residence, she must walk along the centerline because the cross-slope within the travel lane is steep enough to



exacerbate her medical condition. The area where fill was added to provide a level walking surface is medically necessary.

The doctor's letter states,"

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED] Please refer to **Exhibit A.**

(h) The reason the variance or waiver requested would serve the purpose of the underlying statute:

The purpose of the underlying statute is to minimize fill in the floodway. The amount of fill added was the minimum necessary to create a level walking surface around the residence as recommended by for Mrs. Greist's doctor.

A survey was conducted on the site to determine the amount of fill added. Once the area of fill was established, holes were excavated expose the existing ground prior to the fill being placed. Please refer to **Exhibit B.** District staff was present to verify the findings. Elevations were recorded at the top and bottom of the excavation. The survey data was used to create an existing ground surface before and after the fill was placed. A cross-section perpendicular to the adjacent county road and extending through the fill area was analyzed. Please refer to **Exhibit C.** The total cross-sectional area of fill is approximately 171 sf. This exceeds the allowable about fill by 71 sf. Every attempt was made to minimize the amount of fill to create the level walking surface around the house for Mrs. Greist's medical needs. Additionally, the total volume of fill on site was calculated to be approximately 235 cubic yards. An area behind the house will be excavated to remove the added fill. The total amount of material to be removed from the floodway is approximately 256 cubic yards. This final condition of the floodway will have a net increase in storage volume of 21 cubic yards. Please refer to **Exhibit D.**

(i) Permanent waiver/variance requested

It is our request that a permanent waiver or variance be granted for the following:

The placement of fill in the floodway that exceeds the 100 SF of cross-sectional area allowed per rule 40B-4.3030(7)

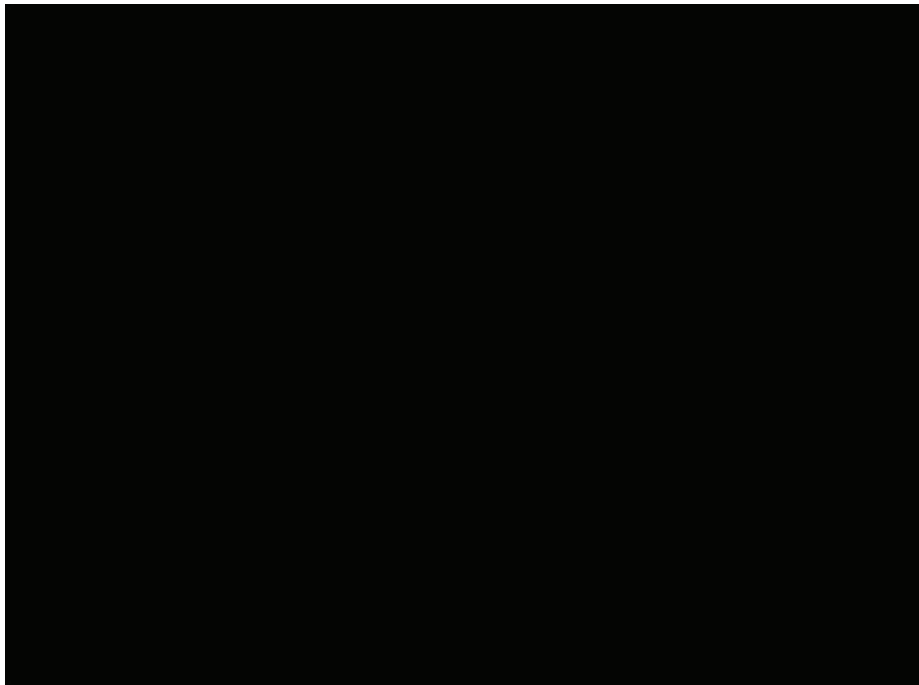
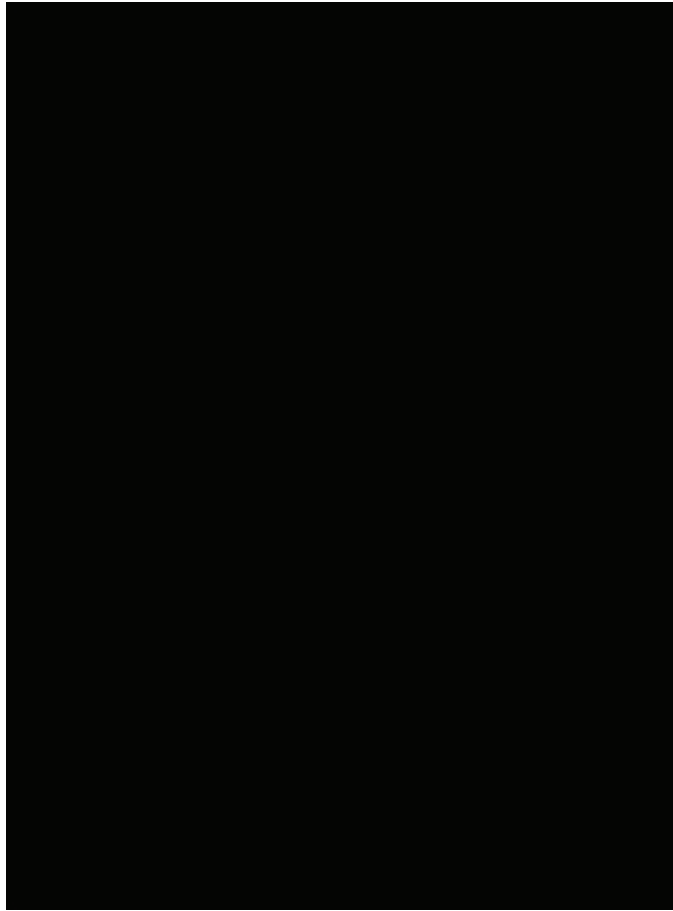
Thank you for your consideration.

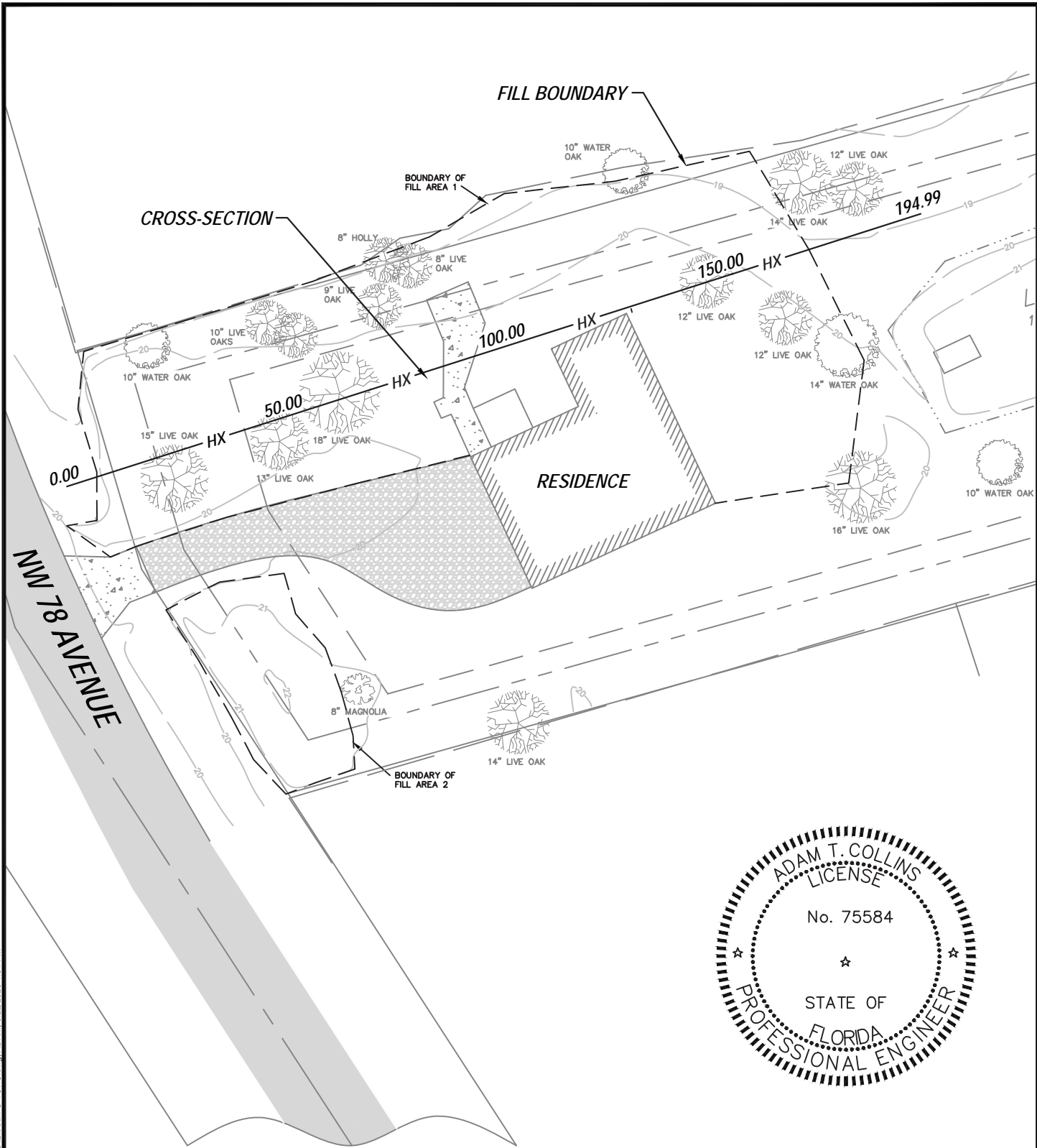
Sincerely,



Adam Collins

**Exhibit A**





S:\ACEAGE - PROJECTS\20\_012\_100-SWB-Greist\Cadd\20\_012\_20012-C-TOP.dwg, ADAM, 6/22/2020 4:01 PM



**SITE PLAN**  
SCALE: 30'

ADAM T. COLLINS, PE # 75584 NOT VALID UNLESS EMBOSSED SEAL

PREPARED BY

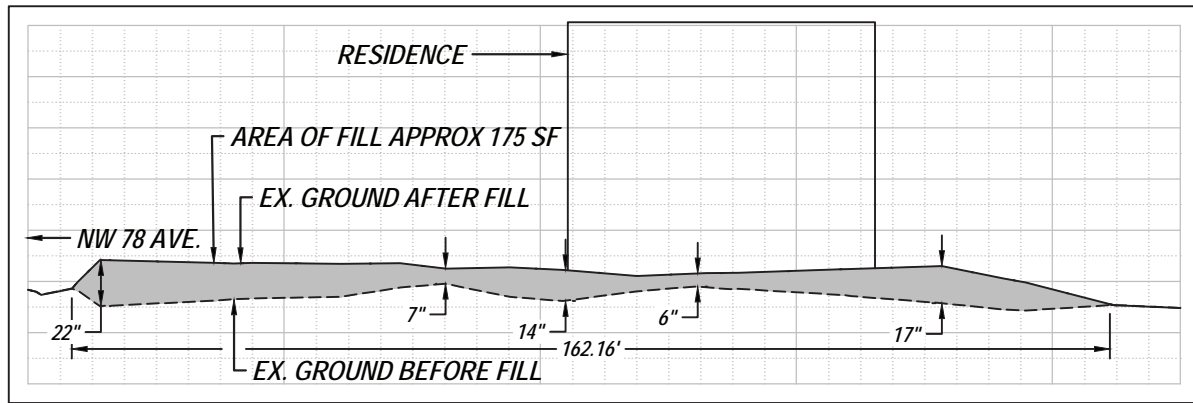
**ADAM COLLINS**  
ENGINEERING INC.  
CA #: 31728  
P: 850.888.2326  
WWW.COLLISENG.COM

DATE	2020.06.22
DRAWN	NA
DESIGNED	NA
CHECKED	ATC
JOB No.	20_012

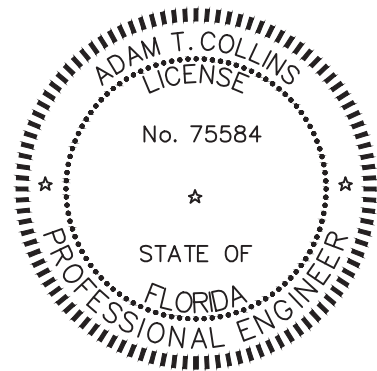
PREPARED FOR	MARY AND JOHN GREIST 1210 NW 78 AVE. BELL, FL 32619
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PROJECT	GREIST RESIDENCE
SHEET	EXHIBIT B

SHEET	<b>B</b>
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**FILL CROSS-SECTION**



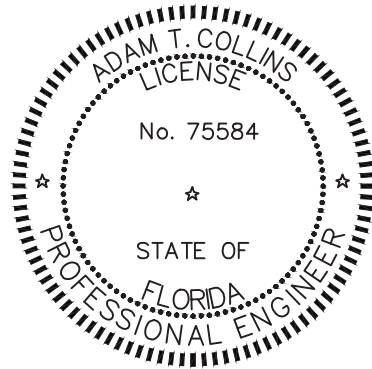
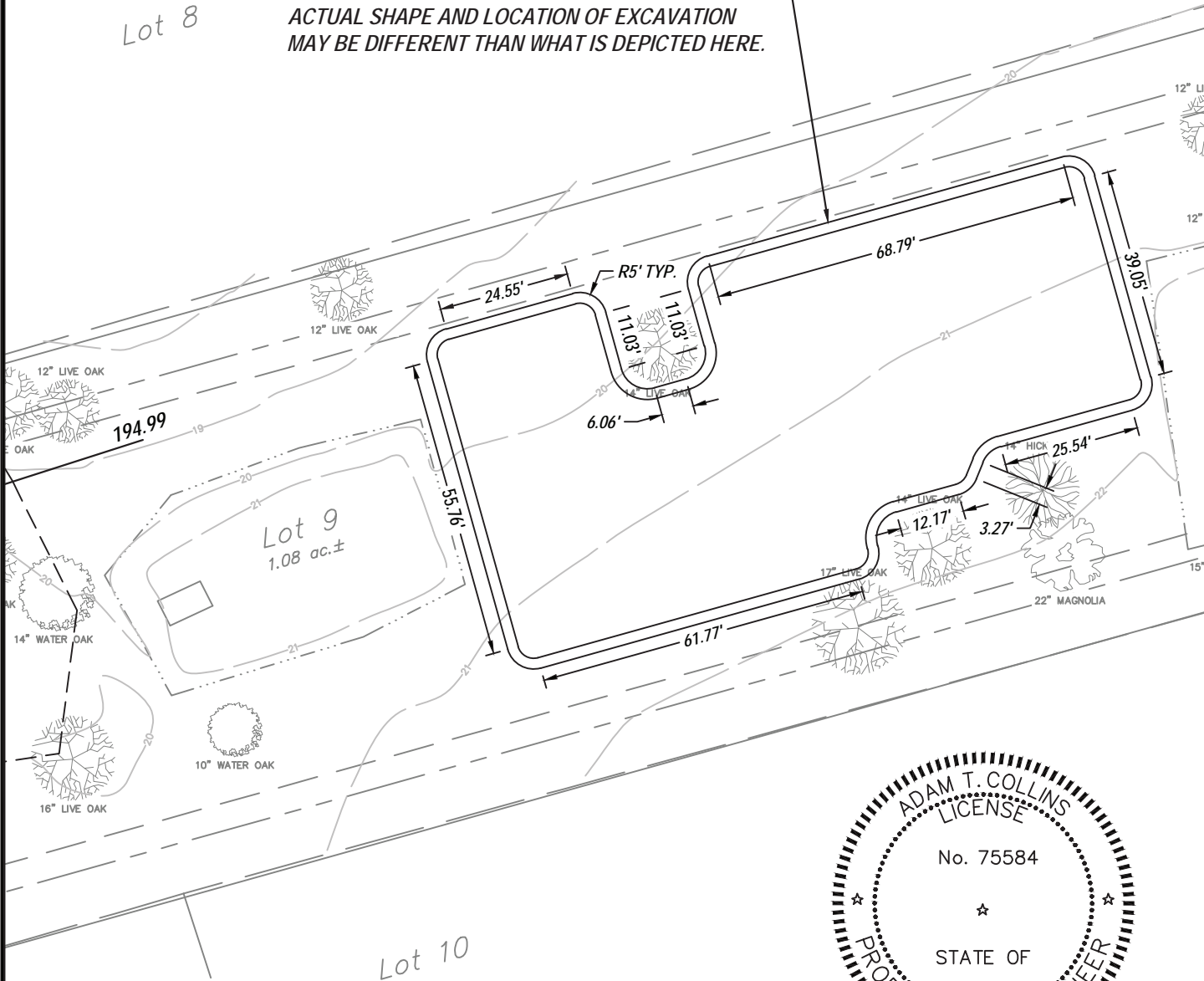
ADAM T. COLLINS, PE # 75584 NOT VALID UNLESS EMBOSSED SEAL

PREPARED BY ADAM COLLINS ENGINEERING INC. <small>CA #: 31728 P: 850.888.2326 WWW.COLLISENG.COM</small>	DATE 2020.06.22 DRAWN NA DESIGNED NA CHECKED ATC JOB No. 20.012	PREPARED FOR MARY AND JOHN GREIST 1210 NW 78 AVE. BELL, FL 32619	PROJECT GREIST RESIDENCE SHEET EXHIBIT C	SHEET C

S:\ACEFACE - PROJECTS\20.012\_100-SWB-Greist\Cadd\20.012\_csurf-C-TOPO.dwg, ADAM, 6/22/2020 4:01 PM

Lot 8

EXCAVATE TO A DEPTH OF 12" BELOW EXISTING GRADE WITHIN THIS AREA AT 2H:1V SLOPE.  
 APPROX. MATERIAL REMOVED = 256 CY.  
 ACTUAL SHAPE AND LOCATION OF EXCAVATION MAY BE DIFFERENT THAN WHAT IS DEPICTED HERE.



**EXCAVATION PLAN**  
 SCALE: 30'

ADAM T. COLLINS, PE # 75584 NOT VALID UNLESS EMBOSSED SEAL

PREPARED BY <b>ADAM COLLINS</b> ENGINEERING INC. <small>CA #: 31728          P: 850.888.2326          WWW.COLLINSENG.COM</small>	DATE 2020.06.22	PREPARED FOR MARY AND JOHN GREIST 1210 NW 78 AVE. BELL, FL 32619	PROJECT GREIST RESIDENCE	SHEET D
	DRAWN NA	DESIGNED NA	CHECKED ATC	SHEET EXHIBIT D

Notice of Variances and Waivers

**WATER MANAGEMENT DISTRICTS**

**Suwannee River Water Management District**

RULE NO.:       RULE TITLE:

40B-4.3030       Conditions for Issuance of Works of the District Permits

NOTICE IS HEREBY GIVEN that on March 26, 2020, the Suwannee River Water Management District, received a petition for a variance from John and Mary Greist, 1210 NW 78 Ave, Bell, FL. Pursuant to Section 120.542, F.S., Petitioner is seeking a variance from section 40B-4.3030(7), F.A.C., which provides that no fill material shall be placed above the natural grade of the ground except for minor amounts of fill which are less than or equal to 100 square feet of the cross-sectional area of the floodway. The project is located in Section 29, Township 8S, Range 14E of Gilchrist County and has been assigned permit number WOD-041-209782-2 John Greist Fill and Associated Structures.

A copy of the Petition for Variance or Waiver may be obtained by contacting: Tilda Musgrove, Business Resource Specialist, Suwannee River Water Management District, 9225 CR 49, Live Oak, FL 32060, (386)362-1001 or 1(800)226-1066 in Florida only.

GENERAL WORKS OF THE DISTRICT PERMIT  
TECHNICAL STAFF REPORT  
12-July-2020  
APPLICATION NO. WOD-041-209782-2

**Applicant:** John and Mary Greist  
1210 NW 78<sup>th</sup> Ave  
Bell, FL 32619  
(352) 463-6327

**Owner:** John and Mary Greist  
1210 NW 78<sup>th</sup> Ave  
Bell, FL 32619  
(352) 463-6327

**Consultant:** Adam Collins, P.E.  
Adam Collins Engineering  
12558 Bass Rd  
Live Oak, FL 32060-6653  
(850) 888-2326

**Project Name:** John Greist Fill and Associated Structures

**Project Acreage:** 1.08

**County:** Gilchrist

**Recommended Agency Action**

Denial of a variance from section 40B-4.3030(7), Florida Administrative Code.

**Project Review Staff**

Warren Zwanka, P.G., Division Director, Leroy Marshall, P.E., Chief Engineer, Sara Zybell, E.I., Engineer I, Tim Beach, Environmental Scientist II, and Ashley Stefanik, P.E., Engineer III reviewed the project.

**Project Location**

The project is located adjacent to the Suwannee River in Township 08 South, Range 14 East, Section 29 of Gilchrist County.

**Project Description**

The applicant has requested an after-the-fact variance from section 40B-4.3030(7), Florida Administrative Code (F.A.C.), which states in part, "No fill material shall be placed above the



natural grade of the ground except for minor amounts of fill which are less than or equal to 100 square feet of the cross-sectional area of the floodway.”

A variance requested pursuant to section 120.542, Florida Statutes, must demonstrate that the purpose of the underlying statute will be or has been achieved by other means; and that application of the rule would create a substantial hardship or would violate principles of fairness.

The District received a request for an after-the-fact application and variance request from the floodway fill requirements set forth in section 40B-4.3030(7), F.A.C., to retain fill exceeding the 100 square feet of the cross-sectional area of the floodway requirement on their property adjacent to the Suwannee River. The applicant originally requested this variance to allow 171 ft<sup>2</sup> of cross-sectional fill to remain and demonstrated a substantial hardship by providing medical documentation demonstrating the need for a flat walking surface to avoid aggravating an existing medical condition. However, the applicant failed to provide a method by which the underlying rule would be met and was asked at the July Governing Board meeting to return in August with a zero-rise certification and any other measures that could be implemented to satisfy this requirement.

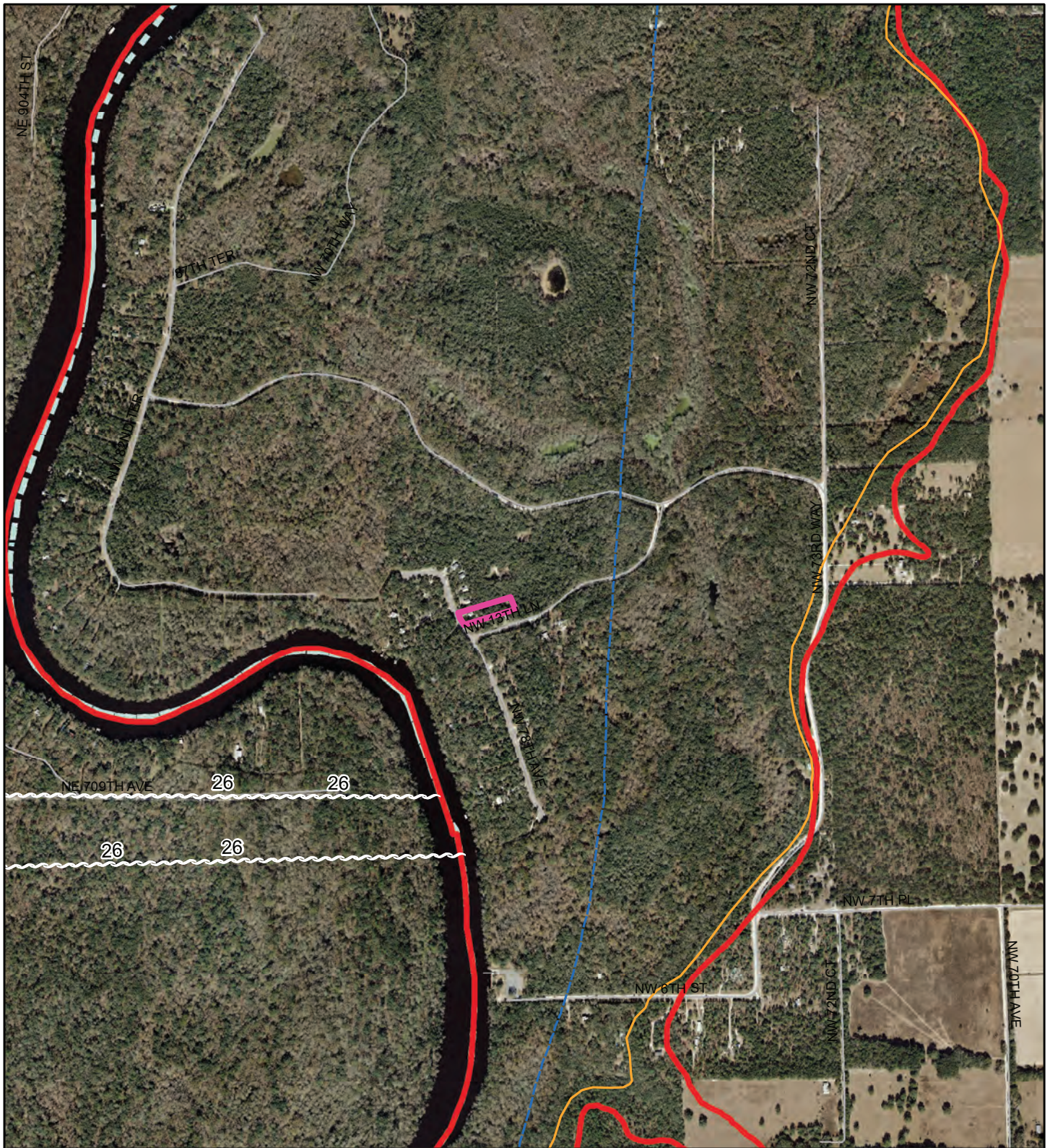
The applicant has assessed the extent of cross-sectional fill area and determined that 49 ft<sup>2</sup> of the 171 ft<sup>2</sup> could be removed; and, although the remaining 122 ft<sup>2</sup> of fill exceeds rule criteria, a zero-rise certification indicates no impact. Due to the activity being done prior to obtaining a permit and failure to meet specific rule criteria by other means, District staff recommends denial of this variance request and the removal of 22 ft<sup>2</sup> cross-sectional area of fill by the applicant.

The District published a notice regarding the project in the Florida Administrative Register on April 21, 2020. To date, five objections to the issuance of the variance have been received. Staff recommends denial of the variance request from the provisions of section 40B-4.3030(7), F.A.C., due to placing of fill prior to obtaining a permit and failure to meet the maximum 100 ft<sup>2</sup> cross-sectional area rule criteria by other means.













# John Greist Fill and Associated Structures

WOD-041-209782-2

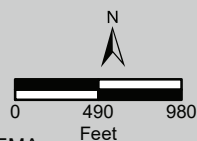
August 2020



-  Floodplain10yr\_Suwannee\_24k
-  Project Area
-  Floodway\_Suwannee\_24k
- FEMA\_Hazarea\_Gilchrist**

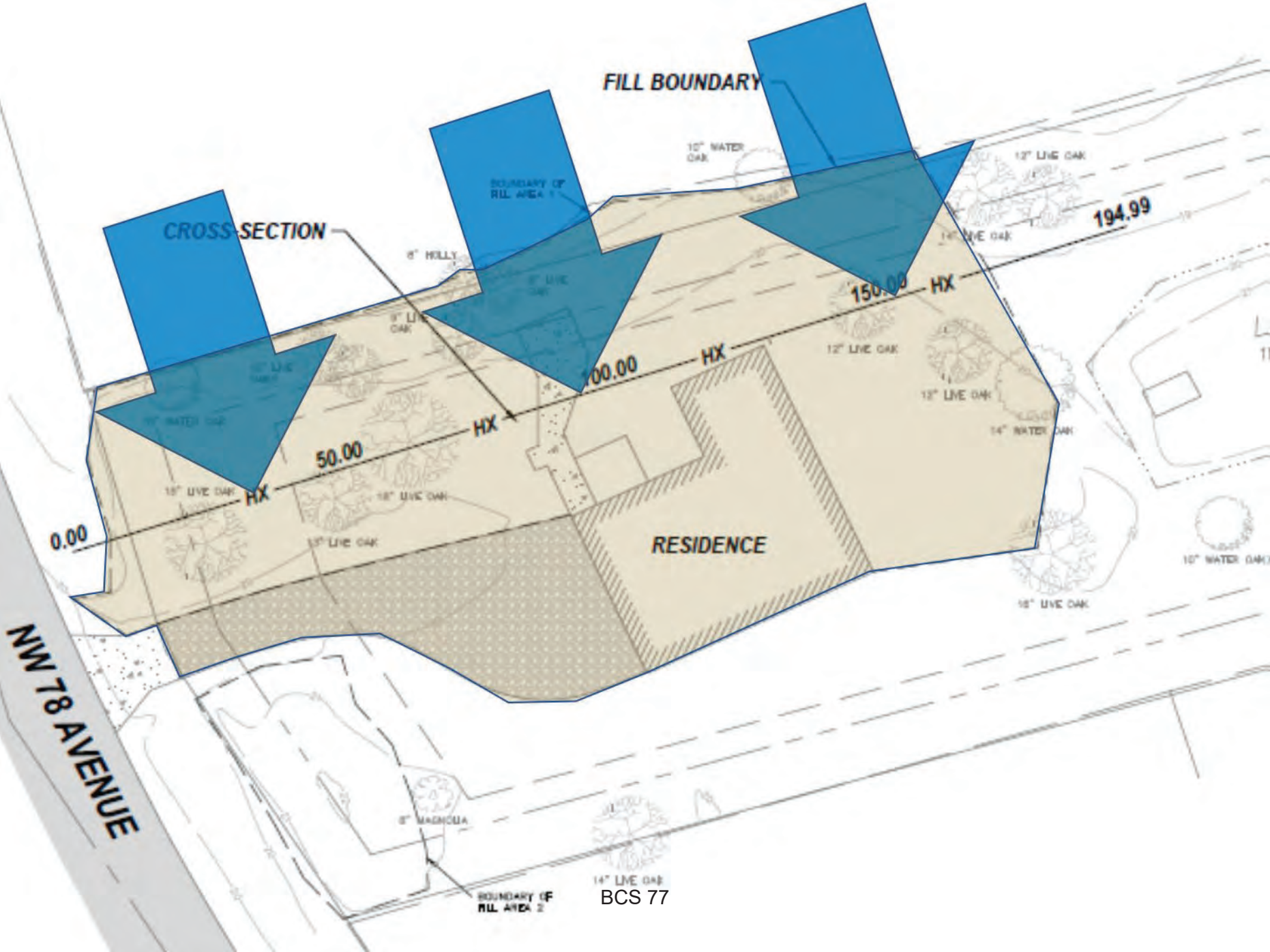
 Zone AE

 Flood\_BFE\_Gilchrist\_FEMA



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FILL BOUNDARY

CROSS SECTION

BOUNDARY OF RIL AREA 1

0.00

50.00

100.00

150.00

194.99

RESIDENCE

NW 78 AVENUE

BOUNDARY OF RIL AREA 2

BCS 77

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

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

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

DATE: July 31, 2020

RE: Works of the District General Permit Application Number WOD-047-236323-1,  
Spells Mobile Home, Hamilton County

**RECOMMENDATION**

Deny, without prejudice, the application for Works of the District General Permit number WOD-047-236323-1 submitted by Johnny Spells for failure to provide a complete permit application within allotted timeframes; and authorize staff to initiate compliance/enforcement proceedings.

**BACKGROUND**

The District received an after-the-fact Works of the District General Permit application number WOD-047-236323-1 from Johnny Spells on January 30, 2020, to construct a single-family residence and retain other structures within the floodway of the Suwannee River. On February 13, 2020, District staff emailed a request for additional information (RAI) requesting six items including a signed and sealed site plan, profile plan, survey, zero-rise certification, application fee, and reasonable assurances that the project meets federal flood vent criteria, with a response due date of May 13, 2020. Partial information was received by the due date and the remaining information was requested by email on March 12, 2020, with no response.

On June 1, 2020 and July 16, 2020, staff emailed reminders to the applicant and his consultant stating that the application would be taken to an upcoming Governing Board meeting with a recommendation of denial. To date, no response has been received, therefore, staff recommends denial of the application for failure to provide a complete permit application; and requests authorization to initiate compliance/enforcement proceedings.

AS/tm  
Attachments

INDIVIDUAL ENVIRONMENTAL RESOURCE PERMIT  
TECHNICAL STAFF REPORT  
11-August-2020  
APPLICATION NO. WOD-047-236323-1

**Applicant:** Johnny Spells  
209 Tucker Road  
Valdosta, GA 31601

**Owner:** Johnny Spells  
209 Tucker Road  
Valdosta, GA 31601

**Consultant:** David Winsberg  
Winsberg, Inc.  
P.O. Box 2815  
Lake City, FL 32056

**Project Name:** Spells Mobile Home

**Project Acreage:** 6.837 acres

**County:** Hamilton

**Recommended Agency Action**

Deny, without prejudice, the application for Works of the District General Permit number WOD-047-236323-1 submitted by Johnny Spells for failure to provide a complete permit application within allotted timeframes; and authorize staff to initiate compliance/ enforcement proceedings.

**Project Review Staff**

Ashley Stefanik, P.E., Professional Engineer, Tim Beach, Environmental Scientist, and Leroy Marshall II, P.E., Chief Professional Engineer, reviewed the project.

**Project Location**

The proposed project is within Township 1 North, Range 12 East, Section 35 of Hamilton County. The project site is located on parcel numbers 3619-220 and 3619-210.

**Project Description**

The District received Works of the District General Permit application number WOD-047-236323-1 from Johnny Spells on January 30, 2020, to construct a single-family residence within the floodway of the Suwannee River in Hamilton County. To date, the District has not received a complete response to the RAI, therefore, staff recommends denial of the application for failure to provide a complete permit application. The applicant and/ or the applicant's engineer were contacted on the following dates regarding the information needed to complete this application:

February 13, 2020: District staff emailed a request for additional information requesting six items and three notices. The primary requested information was for a signed and sealed site plan, profile plan, survey, zero-rise certification, application fee, and reasonable assurance that the project meets flood vent criteria in 44CFR60.3.



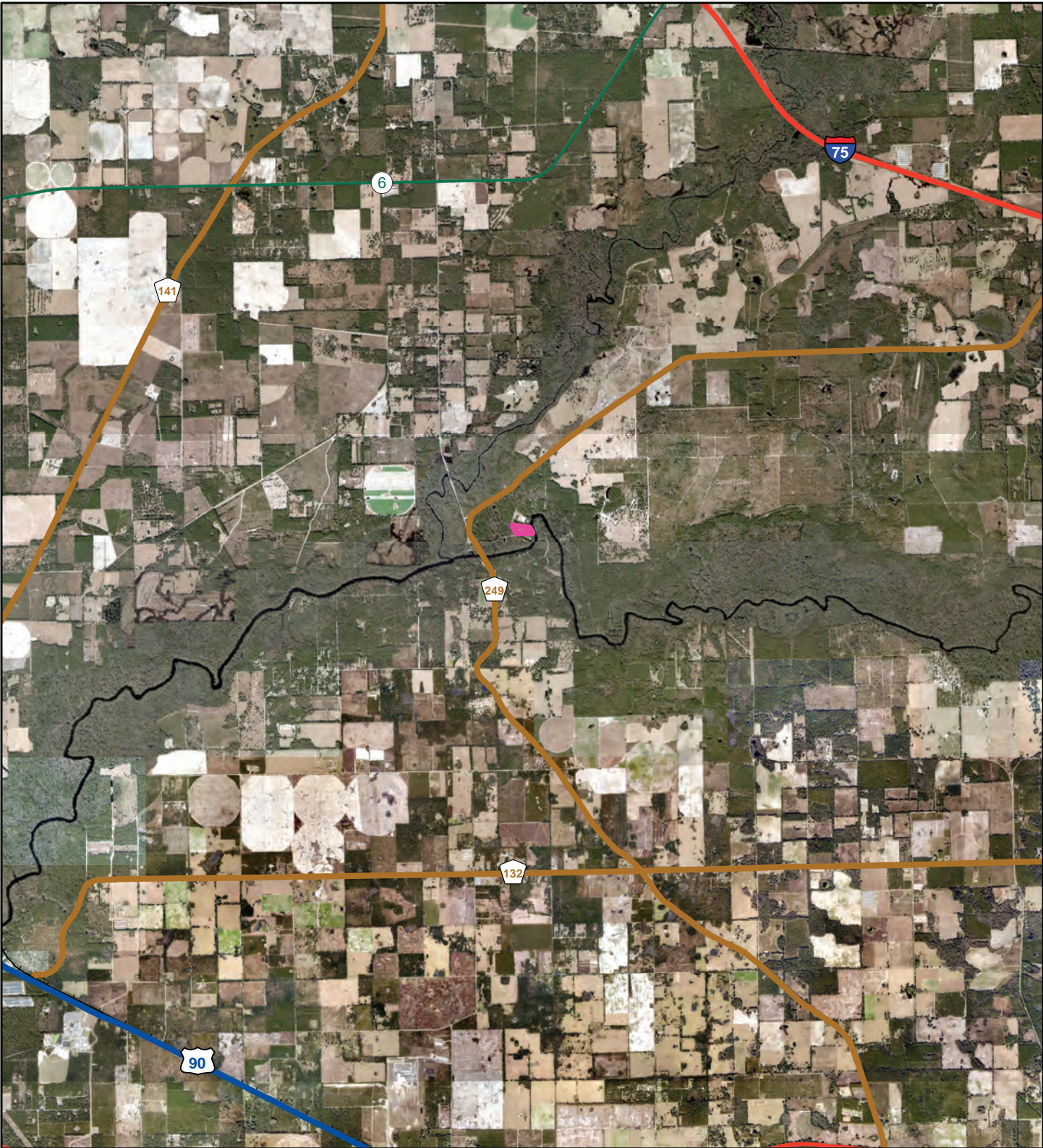
February 18, 2020: Phone call with applicant to discuss missing items.

February 21, 2020: Applicant submitted three items and said his engineer would submit the remaining three items.

March 12, 2020: Email to applicant's engineer asking for the remaining three items. No response received.

June 1, 2020: District staff emailed an 18-day letter to notify the applicant and his engineer that the deadline to respond to comments had passed. No response received.

July 16, 2020: District staff emailed the applicant and his engineer that staff would be recommending denial of the permit and asked if they would like to withdraw the application. No response received.

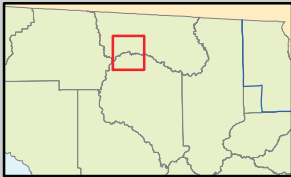
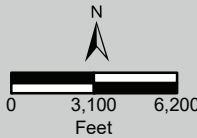


### Spells Mobile Home

WOD-047-236323-1  
August 2020

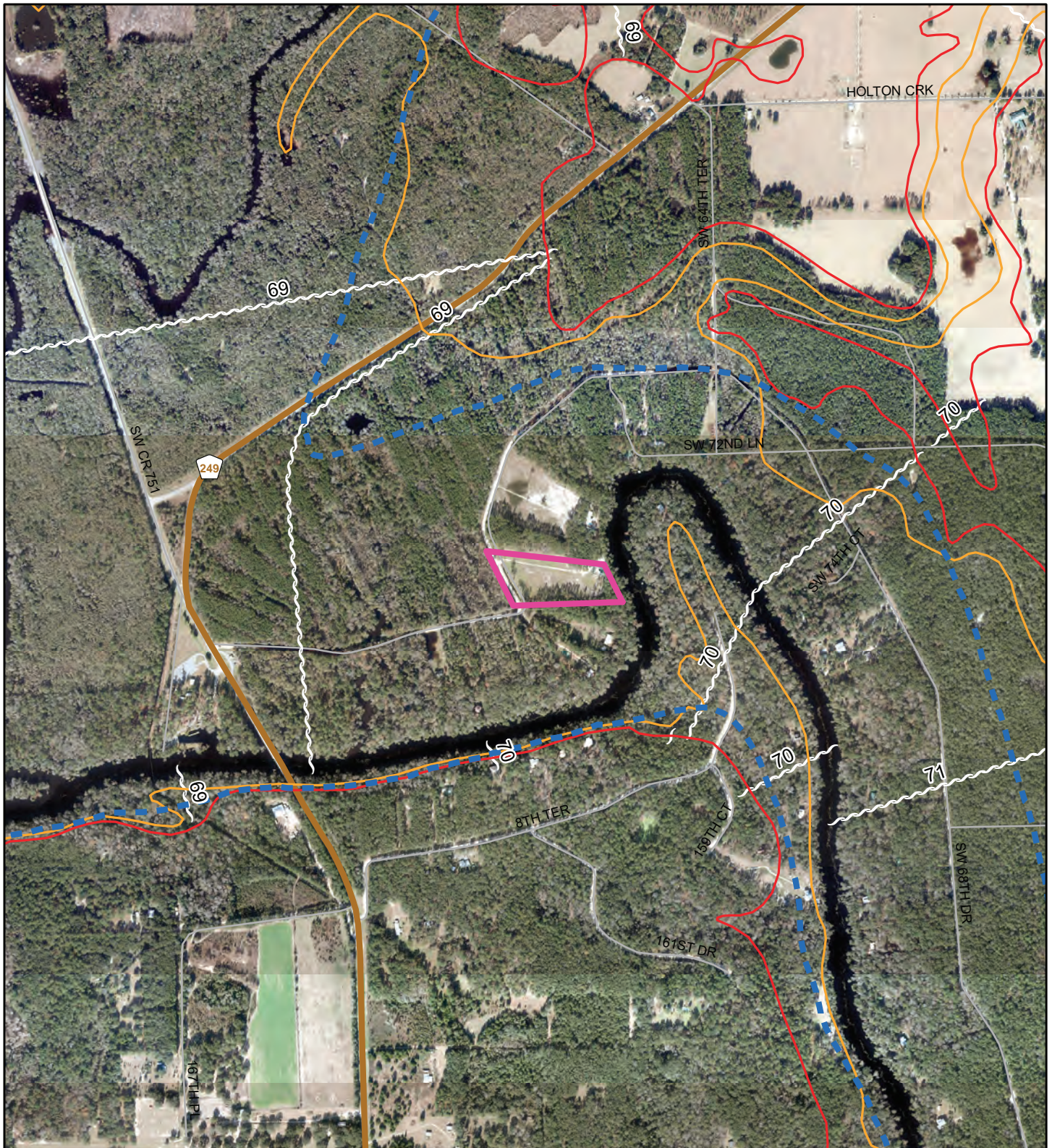







 Project Area



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Map Created on 7/20/2020

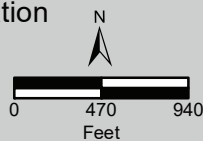




-  Floodway
-  10-year Floodplain
-  100-year Floodplain
-  Project Area
-  Base Flood Elevation

### Spells Mobile Home

WOD-047-236323-1  
August 2020



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SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

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

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

DATE: July 31, 2020

RE: Environmental Resource Individual Permit Application Number ERP-121-235731-1,  
De Serna Residence, Suwannee County

**RECOMMENDATION**

Deny, without prejudice, the application for Environmental Resource Individual Permit number ERP-121-235731-1 submitted by Margarita De Serna for failure to provide a complete application within allotted timeframes; and authorize staff to initiate compliance/enforcement proceedings.

**BACKGROUND**

The District received an after-the-fact Environmental Resource Permit application number ERP-121-235731-1 from Margarita De Serna on November 1, 2019, to permit the construction of a fixed dock, two fixed decks, a boardwalk, and a residence within the floodway of the Suwannee River. On November 22, 2019, District staff emailed a request for additional information (RAI) requesting ten items, including but not limited to, the application fee of \$1,190, an updated site plan, and Section C of the ERP application for work in wetlands, with a response due date of February 20, 2020. A 90-day extension was granted on February 25, 2020, with a May 25, 2020 response due date. No response was received by the extended due date.

On June 1, 2020 and July 17, 2020, staff emailed final reminders to the applicant and the consultant notifying them that the application would be taken to an upcoming Governing Board meeting with a recommendation of denial. To date, the District has not received the response, therefore, staff recommends denial of the application for failure to provide a complete permit application; and requests authorization to initiate compliance/enforcement proceedings.

MD/tm  
Attachments

ENVIRONMENTAL RESOURCE INDIVIDUAL PERMIT  
TECHNICAL STAFF REPORT  
11-Aug-2020  
APPLICATION NO. ERP-121-235731-1

**Applicant:** Margarita De Serna  
5080 N Alexa Terrace  
Crystal River, FL 34428

**Project Name:** De Serna Residence

**Project Acreage:** 2.32

**County:** Suwannee

**Recommended Agency Action**

Deny, without prejudice, the application for Environmental Resource Individual Permit application ERP-121-235731-1 submitted by Margarita De Serna for failure to provide a complete permit application within allotted timeframes.

**Project Review Staff**

Mary Diaz, E.I, Engineer II, Tim Beach, Environmental Scientist, Ashley Stefanik, P.E., Professional Engineer, and Leroy Marshall II, P.E., Chief Professional Engineer, reviewed the project.

**Project Location**

The proposed project is within Township 3 South, Range 11 East, Section 17 of Suwannee County.

**Project Description**

On July 25, 2019, the District met with Margarita De Serna on site and determined that work was done on the property without the required permits. Following compliance correspondence from the District, an incomplete Environmental Resource Permit application (ERP-121-235731-1) was received from Margarita De Serna on November 1, 2019, to permit the construction of a fixed dock, two fixed decks, a boardwalk, and a residence within the floodway of the Suwannee River. On November 22, 2019, District staff emailed a request for additional information (RAI) requesting ten items, including but not limited to, the application fee of \$1,190, an updated site plan, and application Section C for work in wetlands, with a response due date of February 20, 2020. A 90-day extension was granted on February 25, 2020, with a May 25, 2020 response due date. No response was received by the extended due date.

On June 1, 2020 and July 17, 2020, staff emailed final reminders to the applicant and the consultant notifying them that the application would be taken to an upcoming Governing Board meeting with a recommendation of denial. To date, the District has not received a response to the RAI, therefore, staff recommends denial of the application for failure to provide a complete permit application.







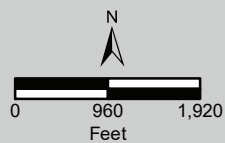


 Project Area

## De Serna Residence

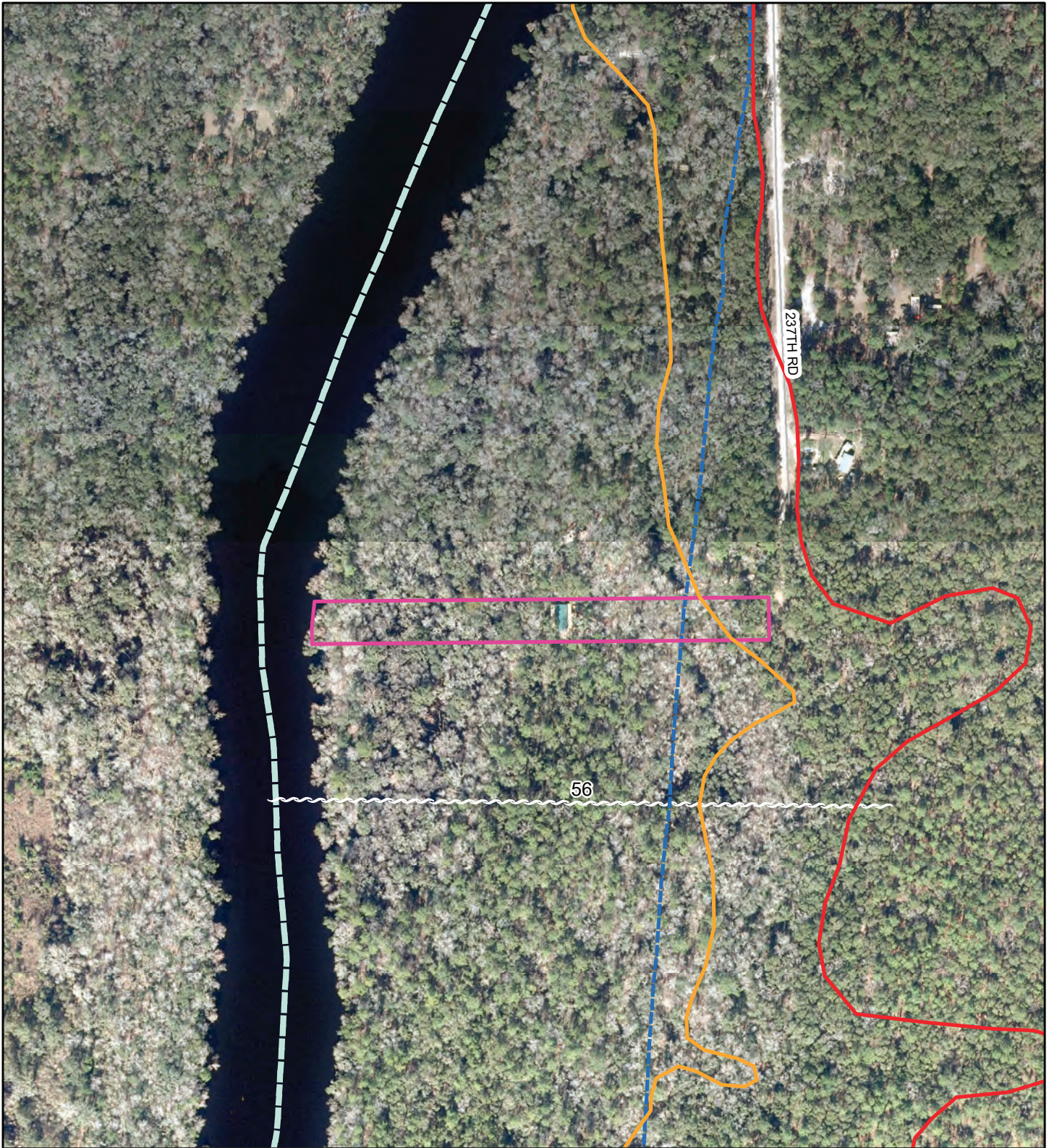
ERP-121-235731-1

August 2020



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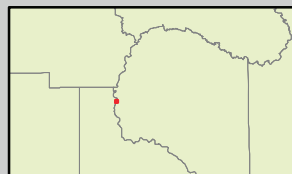









## De Serna Residence

ERP-121-235731-1

August 2020



-  Floodplain10yr\_Suwannee\_24k
-  Project Area
-  Floodway\_Suwannee\_24k
-  Zone AE
-  Flood\_BFE\_Suwannee\_FEMA



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SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Warren Zwanka, P.G., Division Director, Resource Management

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

DATE: July 31, 2020

RE: Modification of Water Use Permit Application 2-041-218202-3, Seven Springs Water Company Project, Gilchrist County

**RECOMMENDATION**

Approve Water Use Permit number 2-041-218202-3 with seventeen standard conditions and ten special limiting conditions to Seven Springs Water Company, in Gilchrist County.

**BACKGROUND**

This is a renewal of an existing beverage processing use. The project is located along CR 340 in Gilchrist County, approximately six miles west of High Springs; and consists of approximately 604 controlled acres. Groundwater from two 10-inch diameter production wells (P-1 and P-2) is withdrawn on property owned by Barbara Wray Suggs and used for beverage processing and other associated uses at an adjacent 320,000 ft<sup>2</sup> facility owned by Nestlé Waters North America, Inc. (NWNA). A third production well (P-3) is proposed and would replace well P-1 once placed into service. Water use reporting will include daily volumes withdrawn from all wells reported to the District on a monthly basis.

Within the next five years, NWNA anticipates operating four product lines at this facility, one renovated line capable of producing 1350 half-liter bottles per minute (BPM), and three new lines capable of producing 1500 BPM. Accounting for mechanical efficiency, scheduled maintenance, and product seasonality, water demand was calculated at 77% of the maximum line production; or 0.8740 mgd. The permittee also demonstrated a 0.1290 mgd water demand for equipment cooling, line flushing, and other potable/ industrial uses. The permit allocation represents a 0.1680 mgd decrease from the previously permitted allocation.

Interference with existing legal uses of water and harm to water resources associated with proposed withdrawals at this project are not anticipated; and the lowest quality water source that is suitable for the purpose is being utilized. Staff has determined the proposed withdrawals are in accordance with Minimum Flows and Minimum Water Levels (MFLs) and MFL recovery strategies pursuant to Chapters 62-42, 40B-8, and Emergency Rule 40BER17-01, Florida Administrative Code (F.A.C.). 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  
31-JUL-2020  
APPLICATION NO.: 2-041-218202-3

**Owner:** Wray Spring Land Trust, LLC  
7300 NE Ginnie Springs Road  
High Springs, FL 32643-9102

Nestle Waters North America, Inc.  
c/o George T Ring  
900 Long Ridge Road, Building 2  
Stamford, CT 06902-1140  
(850) 464-7765

**Applicant:** Seven Springs Water Company  
c/o Risa Klemans  
101 NE Ginnie Springs Road  
High Springs, FL 32643

**Agent:** Matthew P Wissler  
Geosyntec Consultants  
50 South Belcher Road, Suite 116  
Clearwater, FL 33765  
(813) 299-2214

**Compliance Contact:** Risa Klemans  
Seven Springs Water Company  
101 NE Ginnie Springs Road  
High Springs, FL 32643

**Project Name:** Seven Springs Water Company  
**County:** Gilchrist

**Located in WRCA:** Yes

**Objectors:** Yes

**Authorization Statement:**

The permittee is authorized to withdraw a maximum of 0.9840 mgd of groundwater for beverage processing use.

**Recommendation:** Approval

**Reviewers:** Warren Zwanka



**WATER USE SUMMARY:**

Allocation Summary		
Average Daily Rate* (Million Gallons Per Day)	Freeze Protection (Million Gallons Per Year)	New Water to Average Daily Rate (Million Gallons Per Day)
0.9840	N/A	-0.1680

\*The District authorizes water use on an average annual basis (Section 2.3.1.2, Handbook)

**Permit Expiration and Compliance Reporting:** Permit to expire August 11, 2025, with monthly reporting of daily water use

**ACTION REQUESTED:** Permit renewal

**Project Description:**

This project is located on approximately 604 controlled acres in Sections 2 and 3, Township 8 South, Range 16 East, and Section 34, Township 7 South, Range 16 East of Gilchrist county; approximately six miles west of High Springs. Groundwater from two 10-inch diameter production wells (P-1 and P-2) is withdrawn on property owned by Wray Spring Land Trust, LLC and used for beverage processing and other associated uses at an adjacent 320,000 ft<sup>2</sup> facility (the Gilchrist County facility), which is owned by Nestlé Waters North America, Inc. (NWNNA) and located at 7100 NE CR 340, High Springs, Florida 32643 in Gilchrist County, Florida. A third production well (P-3) is proposed, and would replace well P-1 once placed into service. Water use reporting will include daily volumes withdrawn from all wells reported to the District on a monthly basis.

Water Demand Calculations:

Within the next five years, NWNNA anticipates operating four product lines at the Gilchrist County facility, one renovated line capable of producing 1350 half-liter bottles per minute (BPM), and three new lines capable of producing 1500 BPM. Accounting for mechanical efficiency, scheduled maintenance, and product seasonality, water demand was calculated at 77% of the maximum line production; or 0.8740 mgd. The permittee also demonstrated a 0.1100 mgd water demand for equipment cooling, line flushing, and other potable/ industrial uses.

**PERMIT APPLICATION REVIEW:**

Section 373.223, Florida Statutes (F.S.), and Section 40B-2.301, Florida Administrative Code (F.A.C.), require an applicant to establish that the proposed use of water:

- (a) is a reasonable-beneficial use;
- (b) will not interfere with any presently existing legal use of water; and
- (c) is consistent with the public interest.

In addition, sections 2.3.4.1(a) through (k) of the District's Water Use Permitting Applicant's Handbook ("A.H.") sets forth the factors that will be considered in determining whether a proposed beverage processing use is reasonable-beneficial and consistent with the public interest. District staff has reviewed the water use permit application pursuant to the above-described requirements and have determined that the application meets the conditions for issuance of this permit. Highlights of the staff review are provided below.

**Is this a reasonable–beneficial use?  
[ref. 40B-2.301(1)(a)]**

Yes. Based on the evaluation of criteria listed in 40B-2.301(2)(a)-40B-2.301(2)(k), F.A.C., and sections 2.3.4.1(a) through (k), A.H.

**Will this use interfere with any presently existing legal use of water?  
[ref. 40B-2.301(1)(b)]**

No. Project withdrawals were modeled and showed a simulated Upper Floridan aquifer drawdown of less than 0.5 foot at the project boundary, therefore, groundwater withdrawals at this project are not expected to interfere with any presently existing legal uses of water.

**Will this use be consistent with the public interest?  
[ref. 40B-2.301(1)(c)]**

Yes. Based on the evaluation of criteria listed in 40B-2.301(2)(a)-40B-2.301(2)(k), F.A.C., and sections 2.3.4.1(a) through (k), A.H.

**Will this use be in such a quantity that is necessary for economic and efficient use?  
[ref. 40B-2.301(2)(a)]**

Yes. The permittee will implement the following water conservation measures: operating the Gilchrist County facility with a focus on zero waste, monitoring all systems for leaks and effecting rapid leak repairs, implementing an automated process logic control that alerts maintenance personnel to water leaks, and annual internal reporting of water loss reduction effectiveness.

**Will the source of the water be suitable for the consumptive use?  
[ref. 40B-2.301(2)(c)]**

Yes. Staff determined the Upper Floridan aquifer is suitable for the consumptive use.

**Will the source of the water be capable of producing the requested amount?  
[ref. 40B-2.301(2)(d)]**

Yes. Staff determined the Upper Floridan aquifer is capable of producing the requested amounts.

**Except when the use is for human food preparation and direct human consumption, is the lowest quality water source that is suitable for the purpose and is technically, environmentally, and economically feasible being utilized?  
[ref. 40B-2.301(2)(e)]**

Yes. The lowest quality water source that is suitable for the purpose and that is technically, environmentally, and economically feasible is being utilized.

**Will the use harm existing offsite land uses as a result of hydrologic alterations?  
[ref. 40B-2.301(2)(f)]**

No. The use is not expected to harm offsite land uses.

**Will the use cause harm to the water resources of the area that include water quality impacts to the water source resulting from the withdrawal or diversion, water quality impacts from dewatering discharge to receiving waters, saline water intrusion or harmful upcoming, hydrologic alterations to natural systems, including wetlands or other surface waters, or other harmful hydrologic alterations to the water resources of the area?**  
**[ref. 40B-2.301(2)(g)]**

No. Project withdrawals were modeled and showed a simulated Upper Floridan aquifer drawdown of less than 0.5 foot at the project wetlands. Additionally, staff inspected project wetlands and springs and determined the use will not cause harm to the water resources of the area.

**Is the use in accordance with any minimum flow or level and implementation strategy established pursuant to Sections 373.042 and 373.0421, F.S.?**  
**[ref. 40B-2.301(2)(h)]**

Yes. 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, no Outstanding Florida Spring (OFS) has an estimated cumulative flow decline of 9.9% as a result of the proposed withdrawals.

**Will the project use water reserved pursuant to subsection 373.223(4), F.S.?**  
**[ref. 40B-2.301(2)(i)]**

No. The project will not use water reserved by the Governing Board pursuant to subsection 373.223(4), F.S.

**WITHDRAWAL POINT INFORMATION:**

**Site Name:** Seven Springs Water Company

Well Details						
District ID	Station Name	Casing Diameter (inches)	Capacity (GPM)	Source Name	Status	Use Type
135840	P-1	10	600	FAS - Upper Floridan Aquifer	Active	Beverage Processing
135841	P-2	10	600	FAS - Upper Floridan Aquifer	Active	Beverage Processing
138124	P-3	10		FAS - Upper Floridan Aquifer	Proposed	Beverage Processing

**"EXHIBIT A"**  
**CONDITIONS FOR ISSUANCE OF PERMIT NUMBER 2-041-218202-3**  
**Seven Springs Water Company**  
**DATED July 31, 2020**

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. 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.
6. This permit shall expire on **8/11/2025**. 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.
7. Use classification is **Beverage Processing**.
8. Source classification is **Groundwater**.
9. The permitted water withdrawal facilities consist of the stations in the Withdrawal Point Information table(s).
10. 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.

11. 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.

12. 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.

13. If any condition of the permit is violated, the permittee shall be subject to enforcement action pursuant to chapter 373, F.S.

14. 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.

15. All correspondence sent to the District regarding this permit must include the permit number **(2-041-218202-3)**.

16. The District reserves the right to open this permit, following notice to the permittee, to include a permit condition prohibiting withdrawals for resource protection.

17. The permittee shall implement automated monitoring of groundwater withdrawals, at permittee's expense, upon commencement of withdrawals. Monthly reports shall include daily 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.

18. The permittee shall implement and/or maintain the conservation practices selected in the Water Conservation Plan submitted to the District on June 27, 2019. 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. 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. 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.



21. The permittee is authorized to withdraw a maximum of 0.9840 mgd of groundwater for beverage processing use. Daily allocations are calculated on an average annual basis.

22. The permittee shall cap Well P-1 (Station ID 135840) in a water tight manner upon placing Well P-3 (Station ID 138124) in to use.

23. The permittee shall maintain the Ginnie Springs gauging station (Station ID 02322400) through the duration of this permit; and ensure hourly stage, water temperature, conductivity, pH, nitrate, and dissolved oxygen measurements are reported to the District in an electronic format in the event this station is no longer maintained and reported by the USGS.

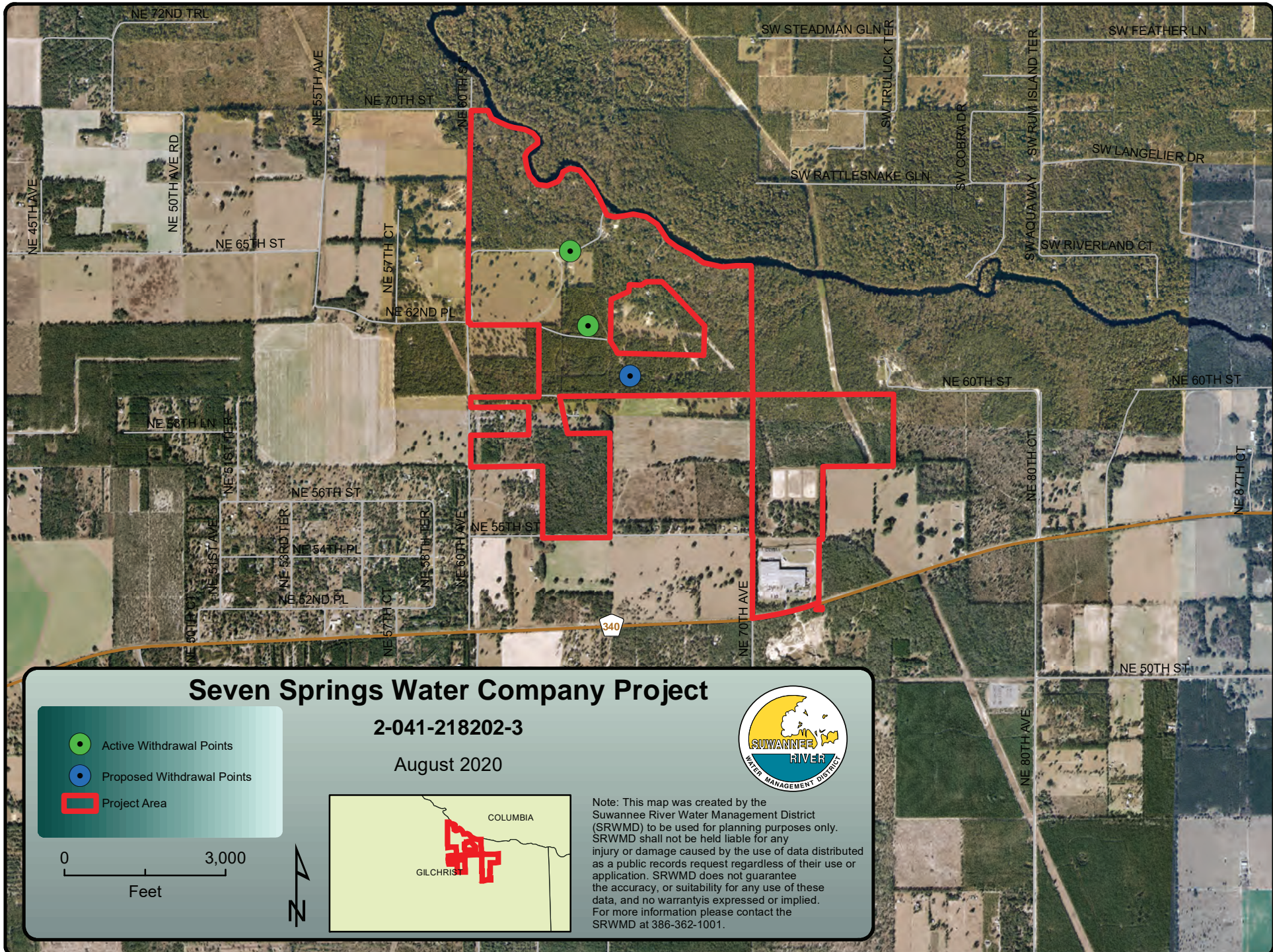
24. With advance notice to the permittee, District staff with proper identification shall have permission to enter the project site to, inspect, observe, collect samples, and take flow measurements of springs under the permittee's ownership or control. The permittee shall either accompany District staff onto the property or make provision for access onto the property.

25. Except as may be expressly provided in the permit conditions, the entire groundwater allocation authorized by this permit shall be bottled at the Gilchrist County facility or otherwise used at the Gilchrist County facility for potable uses, equipment cooling, line flushing, and other industrial uses. As used in the permit conditions, the term "bottled" means sealed in bottles, jugs, and/or similar containers that are intended to be later offered for retail sale for human consumption. As used in the permit conditions, the term "Gilchrist County facility" means the manufacturing facility located at 7100 NE CR 340, High Springs, Florida 32643 in Gilchrist County, Florida.

26. A portion of the groundwater allocation authorized by the permit may be bottled at the Madison County facility. As used in the permit conditions, the term "Madison County facility" means the manufacturing facility located at 690 and 1059 NE Hawthorn Avenue, Lee, Florida 32059 in Madison County, Florida. (The groundwater allocation authorized by the permit is not based on any use at the Madison County facility. The permit application is being granted based on the expectation that the product line build-out at the Gilchrist County facility will be completed in accordance with the schedule provided in the application documents submitted on November 1, 2019.)

27. With advance notice to the permittee, the permittee shall arrange and ensure that District staff with proper identification shall have permission to enter, inspect, observe, collect samples, and take measurements of the Gilchrist County facility and the Madison County facility 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.








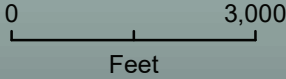
## Seven Springs Water Company Project

2-041-218202-3

August 2020



-  Active Withdrawal Points
-  Proposed Withdrawal Points
-  Project Area



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.



**Previous Staff Review (February 27, 2020):**

Pursuant to rule 40B-2.361(2), Florida Administrative Code (F.A.C.), permit renewal applications shall contain reasonable assurances that the proposed water use meets all of the conditions for issuance in Rule 40B-2.301, F.A.C., and the Water Use Permit Applicant's Handbook (Handbook). Sections 2.3.4.1(a) through (k) of the Handbook set forth the factors that will be considered in determining whether a proposed beverage processing use is reasonable-beneficial and consistent with the public interest.

Section 2.3.4.1(i) requires the District to consider the contractual obligation to provide water for beverage processing. The applicant declined to provide a copy of its contract with NRNA and, instead, provided a memorandum of this contract. This memorandum does not show that applicant is obligated to provide any or all of the requested allocation to NRNA. Therefore, the required reasonable assurance has not been provided.

Section 2.3.4.1(j) requires the District to consider evidence of the physical and financial ability to process the requested amount of water. The applicant has requested an allocation of 1.1520 mgd. As part of the application, the applicant reported the actual use of water at the facility for the years 1995 through 2019. The highest reported actual use of water at the facility was for 2006, which showed an average annual water use of 0.3874 mgd (page 63 of the January 14, 2020 RAI response). As the highest reported actual use of water in the facility was significantly less than the requested allocation, the previous use does not provide evidence of the physical ability to process the requested allocation. The applicant has asserted that the facility is being renovated to have the physical ability to process the requested allocation. But the applicant has failed to provide sufficient evidence showing that such renovations will create the necessary physical ability. Therefore, the required reasonable assurance has not been provided.

Section 2.3.4.1(c) through (f) and (h) require the District to consider certain matters concerning the beverage processing facility or facilities where the use will occur. The applicant has only provided information for the High Springs facility, but has provided no reasonable assurance that the High Springs facility is the only beverage processing facility where the use of the requested allocation will occur. Therefore, the required reasonable assurance has not been provided.

# NWNA High Springs Water Consumption

## Annual Daily Usage Estimate

Report Date: July 30, 2020

Prepared by: Mr. Tom Rutledge, MBA, B.E.Sc.  
Phone: 1-519-541-0062  
Email: [Thomas.s.rutledge@gmail.com](mailto:Thomas.s.rutledge@gmail.com)

Prepared for: Frederick T. Reeves, P.A.  
5709 Tidalwave Drive  
New Port Richey, Florida 34652  
Telephone: (727) 844-3006  
Facsimile: (727) 844-3114  
Email: [freeves@tbaylaw.com](mailto:freeves@tbaylaw.com)



## High Springs Water Usage

This report is based on the information provided within the July 30, 2020 report NWNA High Springs Water Consumption Viability Analysis – Revision C by PET Systems.

I was asked to review the report and estimate the plant’s expected daily water usage when averaged annually. My evaluation would support a proposed average water usage rate of 0.984 million gallons per day annually.

### Potential Daily Packaged Volume:

I am in agreement with the potential daily production for all 4 packaging lines as presented by PET Systems (Table 1 below).

Table 1 – Water used by packaging lines for 1 day:

Line	Product Water per Bottle (oz)	Speed (bph)	Flow (GPM)	Spring Water used per day (MGD)	Assumed Average Line Efficiency <sup>±</sup>	Avg. Spring Water used per day (MGD)
1	17.24	81,000	182	0.262	85%	0.223
2	17.24	90,000	202	0.291	85%	0.247
3	17.24	90,000	202	0.291	85%	0.247
4	17.24	90,000	202	0.291	85%	0.247
<b>Total</b>				<b>1.134</b>		<b>0.964</b>

The values above include a 2% intentional overfill and average packaging line efficiency of 85%. No process or potable water is included.

While glass bottles and cans are usually filled so they average the declared volume, a 2% overfill in PET bottles is reasonable. This allows some water loss through the plastic during storage and minimizes low fill rejects within the packaging operation.

The report states these lines typically run at 80-85% efficiency. This may seem low, but PET Systems included both planned and unplanned downtime in the 85% efficiency used in Table 1. Scheduled downtime for minor maintenance, line cleaning and equipment sanitation procedures would not typically be included in a packaging line’s efficiency calculation. When including this downtime the 85% efficiency is reasonable.

Efficiency is normally a measure of what a packaging line actually produces against what it would have produced without any stoppage during a scheduled production run. Stoppages in production that impact this efficiency value are usually caused by a material or equipment failures. Typically these are short stops of 5 minutes or less and corrected by operators, but longer breakdowns requiring maintenance staff also occur and will be reflected in this average efficiency.

The average daily packaged water usage in Table 1 assumes all 4 lines run continuously and do not stop for breaks. This requires a relief operator who rotates through each line position to provide individual breaks. Packaging operations often employ this during peak production periods. Stopping a line for lunches and breaks may utilize personnel more efficiently when demand is reduced. Downtime for lunches and breaks would not typically be included in a packaging line's efficiency calculation. For this report I assumed only continuous line operations were used. Any production using scheduled stops for breaks would be included within the 85% efficiency used in Table 1.

**Yearly Water Usage:**

The potential daily production estimated in Table 1 should be considered the average to expect in one day when all lines are running, with no breaks. But no line runs 24 hours a day, seven days a week, 365 days a year. This value cannot be used for an annualized average water usage.

The averaged annual daily water usage will also include periods of no water use by one or more lines. These periods of no water use on the packaging lines include statutory holidays, capital installations / upgrades, major maintenance overhauls and seasonal variations in utilization.

To account for these periods of no water usage PET Systems calculated the expected daily water usage averaged annually by using a 77% line efficiency (Table 2 below). While I use a different approach in my calculations I am in agreement with the final values presented by PET Systems. My calculations are shown later.

Table 2 – Water used by packaging lines averaged annually.

Line	Product Water per Bottle (oz)	Speed (bph)	Flow (GPM)	Spring Water used per day (MGD)	Assumed Average Line Efficiency	Avg. Spring Water used per day (MGD)
1	17.24	81,000	182	0.262	77%	0.202
2	17.24	90,000	202	0.291	77%	0.224
3	17.24	90,000	202	0.291	77%	0.224
4	17.24	90,000	202	0.291	77%	0.224
<b>Total</b>				<b>1.134</b>		<b>0.874</b>
<b>Process Water Added (11.2% of total)</b>						<b>0.984</b>

### Total Plant Water Usage:

The total annualized daily water usage of 0.984 from Table 2 includes other uses of water within the High Springs facility. Table 3 below is the updated facility water budget based on the projected increased efficiencies and reconfiguration of the plant through the expansion projects. It was taken from the January 14, 2020 Response to Third Request for Additional Information WUP Renewal Application No. 2-041-218202-3.

Table 3 – Total water usage for plant.

Percentage	MGD	Use
5%	0.0576	Equipment cooling
4%	0.04608	Line cleaning & flushing
2%	0.02304	Other process uses
0.2%	0.002304	Potable
88.8%	1.022976	Product

The 5% used for equipment cooling and 4% for line cleaning are reasonable industry values. It was unclear if all or part of the 2% for “other process uses” included the overflow volume already accounted for in Table 1. But I consider it reasonable to include this 2% for any process uses unaccounted for at this time.

If we use a total additional water usage of 11.2% with product volume of 88.8% the average spring water used per day would then be  $0.874 \div 88.8\% = 0.984$  million gallons per day when all lines 4 lines are operational.

### Alternate Calculation:

In Table 1 the daily water usage of 1.134 million gallons per day for 4 lines is based on 100% line efficiency. Excluding scheduled down time I would expect the 4 lines to actually run up to 90% efficiency over a day of continuous operation. This would give  $1.134 \times 0.90 = 1.02$  million gallons per day of packaged water in continuous operation. Adding 11.2% for other processes gives a plant total of 1.15 million gallons per day before accounting for actual plant utilization of all 4 lines.

Plant utilization is how much you schedule the plant to be producing over an entire year. A plant utilization of 85% means the plant averages  $365 \times 0.85 = 310$  days a year with all lines running continuously. This would not be 310 days running and then 55 days of the entire plant down. It would be a mix of some lines not running every day, or running less shifts per day. It also allows time for the maintenance, line cleaning, and other operations that can be performed when there is no water usage on a packaging line.

Using a total of 310 days at 1.15 million gallons per day gives a total yearly usage of 356.5 million gallons. Divided by 365 this value gives an average annual daily usage of 0.976 million gallons per day. This is very close to the 0.984 million gallons per day value estimated by PET Systems. My approach is slightly different but it demonstrates the same calculation. I did choose higher end values to create this value, but they are achievable.

**Recommended Annual average daily usage volume:**

I support the PET System calculation of 0.984 million gallons per day as an annual average. It is within any calculation tolerances given the data provided. I would consider it the upper limit of annual water usage for the High Springs facility. A list of documents used to generate this estimate is attached.

Tom Rutledge, MBA, B.E.Sc.



**List of documents used:**

1. Document: Nwana High Springs Water Consumption Viability Analysis - Revision C  
Date: July 30, 2020  
Author: Adam Thibodeau, P.E.
2. Document: Email with revised Table 1  
Date: July 1, 2020  
Author of revised Table 1: Adam Thibodeau, P.E.  
Email from: Douglas Manson
3. Document: Response to Third Request for Additional Information WUP Renewal Application No. 2-041-218202-3  
Date: January 14, 2020  
Author: Douglas Manson
4. Document: Response to Comments dated 2 April 2019  
Seven Springs Water Project, Gilchrist County, FL Water Use Permit Application 2-041-218202-3  
Attachment B - Nwana Conservation Plan  
Attachment Author: George Ring, P.G.  
Attachment date: June 26, 2019  
Document Date: June 27, 2019  
Document Author: Matthew Wissler, P.G.
5. Document: Sidel Brochure "Complete line is a complete solution"  
Date: Forwarded in Email of July 2, 2020  
Author: Sidel  
Provided by: Douglas Manson



PET Systems, LLC  
Dallas, GA

# NWNA High Springs Water Consumption Viability Analysis

*Prepared For:*

**Seven Springs Water Company**

*Provided by:*



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Project #: 203635

<i>Revision</i>	<i>Date</i>	<i>Initiated By</i>	<i>Description</i>
<i>A</i>	<i>06/26/2020</i>	<i>PTS (AGT)</i>	<i>Issued for Review</i>
<i>B</i>	<i>07/02/2020</i>	<i>PTS (AGT)</i>	<i>Revised Consumption Table</i>
<i>C</i>	<i>07/30/2020</i>	<i>PTS (AGT)</i>	<i>Revised Consumption Table</i>

Creator	Adam Thibodeau	Project #	203635	110 Evans Mill Dr, Suite 504 Dallas, GA 30157 Phone: (770) 445-2233 Fax No.: (770) 445-2290
Client	Seven Springs	Project Name	Consumption Viability	
Contact	Adam Thibodeau	Phone #	207-478-6306	
Location	High Springs, FL	Date(s)	07/02/2020	

**2. BACKGROUND**

PTS has been asked to evaluate the capacity of the spring water consumption of the Nestle Waters North America (Nwana) spring water bottling facility (High Springs Facility) in High Springs, FL. In addition, in response to the Suwannee River Water Management District’s request for an expected daily water usage when averaged annually, we have estimated the average line utilization and process water on an annual basis. Spring water is delivered to the facility via an underground pipeline from Seven Springs Water Company. Seven Springs Water Company has applied for a renewal of their spring water withdrawal permit which currently allows 1.152 million gallons per day (MGD) of spring water withdrawal (averaged annually).

The following sections explain the build out of the High Springs Facility and its capacity as described in the Seven Springs water use permit application.

**3. EXISTING BOTTLING LINES**

There are currently (2) bottling lines in operation in the High Spring Facility. Line 1 is a new “high speed” packaging line that fills 81,000 bottles per hour (bph) in the 0.5L bottle size. Line 2 is a 54,000 bph packaging line that also bottles 0.5L bottles and will be upgraded/replaced by Nwana as explained below.



**Figure 3.1 – High Springs Existing Line Layout**

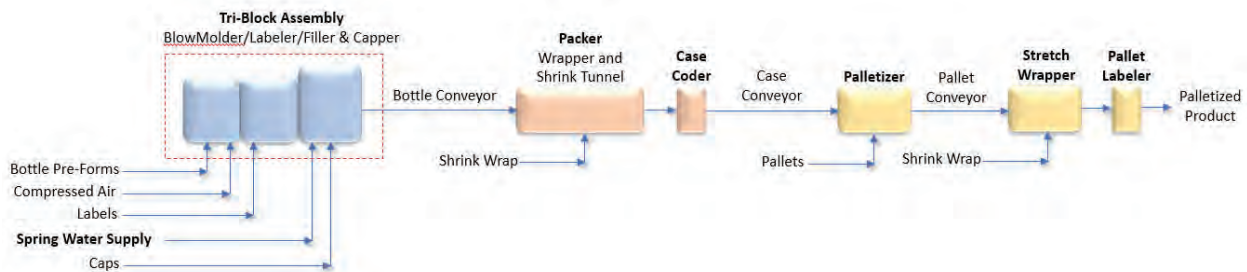
High speed packaging lines like the existing lines at High Springs are designed to operate continuously at their rated speed for long periods of time. It is not uncommon for lines in good operating condition to produce at 100% of rated speed for multiple days in a row. Therefore, the support systems including the water processing and utility systems are designed with adequate capacity to supply the lines at the rated speeds of the lines (peak flows).

Planned downtime events include preventative maintenance, CIP procedures, and downtime required for equipment upgrades. There are also unplanned downtime events for machine failures, jams, etc. On average, lines such as these can operate at an overall 80-85% efficiency over a long period of time. The total water usage by each line includes 2% of spring water for overfills meaning additional water placed above the 16.9 oz. indicated on the label. This is to ensure that when consumers receive the product it always has at least 16.9 oz in the bottle. This is typical for this type of bottling.

#### 4. FUTURE BOTTLING LINES

NWNA commonly adds bottling lines to facilities when the market demand justifies the investment. The existing facility has room for an additional high-speed water bottling line adjacent to Line 1 with minor modifications to the building. The trend in water bottling across the industry is towards higher and higher line speeds. This allows companies to produce more product with fewer packaging lines. Currently, a line with a single blow molder and filler can fill 0.5L bottles at speeds up to 90,000 bph. Water bottling companies such as NWNA also often replace lower speed lines with new, higher speed lines. NWNA has already replaced line 1 with a high-speed line. Line 2 is planned to be replaced within the next year with a high-speed line of at least 90,000 bph. With the renovation of Line 2 to a new higher speed line, and the planned Line 3, the High Springs Facility will have a total of three (3) high speed lines without the need for a building expansion. The figure below shows the unit operations of a “typical” high speed water bottling line such as those described above.

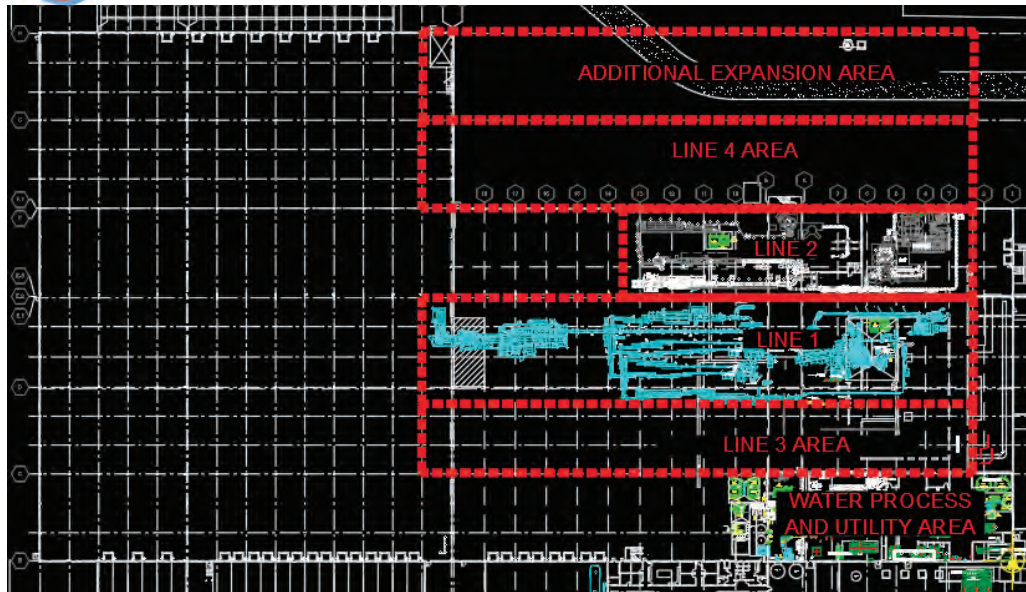
**Figure 4.1 – High Speed Bottling Line Flow Diagram**



With a building expansion that “squares off” the existing building, NWNA will add enough space for the planned fourth additional high-speed line (Line 4) and there would be enough space for a fifth line. At this time there is no plan for this fifth line, however, a buildout total of five (5) high speed lines will be possible. If third party warehousing is used it is possible even more bottling capacity could be installed in the building footprint. The peak production capacity of the site is only limited by the physical land owned by NWNA. For the purposes of the water use estimation below, we used the planned four (4) high speed lines. Again, it’s possible more lines could be installed.

Building expansions combined with packaging line additions are commonly completed in 14-18 months from beginning of design to start of line production in this industry.





**Figure 4.2 – High Springs Buildout Space Allocation**

**Table 4.1 – Facility Capacity Buildout Spring Water Consumption<sup>1</sup>**

Line	Product Water per Bottle (oz)	Speed (bph)	Flow (GPM)	Spring Water used per day (MGD)	Assumed Average Line Efficiency <sup>2</sup>	Avg. Spring Water used per day (MGD)
1	17.24	81,000	182	0.262	85%	0.223
2	17.24	90,000	202	0.291	85%	0.247
3	17.24	90,000	202	0.291	85%	0.247
4	17.24	90,000	202	0.291	85%	0.247
<b>Total</b>				<b>1.134</b>		<b>0.964</b>

**Table 4.2– Expected Daily Water Usage Annually**

Line	Product Water per Bottle (oz)	Speed (bph)	Flow (GPM)	Spring Water used per day (MGD)	Assumed Average Line Efficiency	Avg. Spring Water used per day (MGD)
1	17.24	81,000	182	0.262	77%	0.202
2	17.24	90,000	202	0.291	77%	0.224
3	17.24	90,000	202	0.291	77%	0.224
4	17.24	90,000	202	0.291	77%	0.224
<b>Total</b>				<b>1.134</b>		<b>0.874</b>
<b>Process Water Added (11.2% of total)</b>						<b>0.984</b>

<sup>1</sup> The numbers in this table include only the product water and do not include the process water and potable water.

<sup>2</sup> Assumed line efficiency includes downtime for both planned and unplanned events.

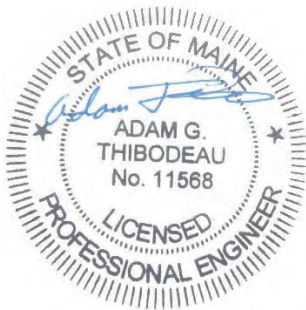


**5. WATER USAGE SUMMARY**

From the estimated Facility Buildout Spring Water Consumption at Table 4.1, the product water capacity of 0.964 MGD, added with the process and potable water amount of 0.129 MGD as set forth in the Seven Springs application, the High Springs Facility buildout will require spring water at a volume of at least 1.093 MGD.

For the estimated Expected Daily Water Usage Annually at Table 4.2, shows the average line utilization at 77%. The total with process water was reduced pro rata by taking the production line usage and dividing it by .888 to add 11.2% of the total to the product water usage as set forth in the permit application. Total production water and process water usage average for estimated Expected Daily Water Usage Annually is 0.984 MGD.

Adam Thibodeau, P.E.



Date July 30<sup>th</sup>, 2020

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Matthew Cantrell, Project Manager, Office of Agriculture and Environmental Projects

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

DATE: July 31, 2020

RE: Contract to Provide Cost-Share Funding to Tillis Farms, LLC, Levy County

**RECOMMENDATION**

Authorize Executive Director to enter into contract with Tillis Farms, LLC in the amount not to exceed \$38,000

**BACKGROUND**

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

The District's Agricultural Cost-Share Program has been supported through funding from the District, FDEP, and FDACS over time. In Fiscal Year 2011-2012 (FY 2012), the Governing Board allocated \$6 million dollars to the program. Since FY 2012, approximately 71% of District funds have been spent and obligated through contracts with agricultural producers. In conjunction with Agricultural related FDEP Springs Grants this has resulted in approximately 13.47 million gallons per day of water conserved and 775,680 pounds of Nitrogen reduced.

This cost share project is with Tillis Farms located in Levy County. The producer proposes to purchase 19 soil moisture probes. The probes will allow the producer to monitor soil moisture, temperature, and electric conductivity remotely through software. The service agreement covers the annual data plan, access to online software, and education and training. This will allow producers to get an in-depth look into the soil profile to ensure they are irrigating the correct amount.

The probes are expected to reduce water use by approximately 640,000 gallons per day at a cost to the District of \$0.16 per thousand gallons over the life of the equipment. This project is located within the Suwannee River Basin Management Action Plan area and the Eastern and Western Water Supply Planning Area.

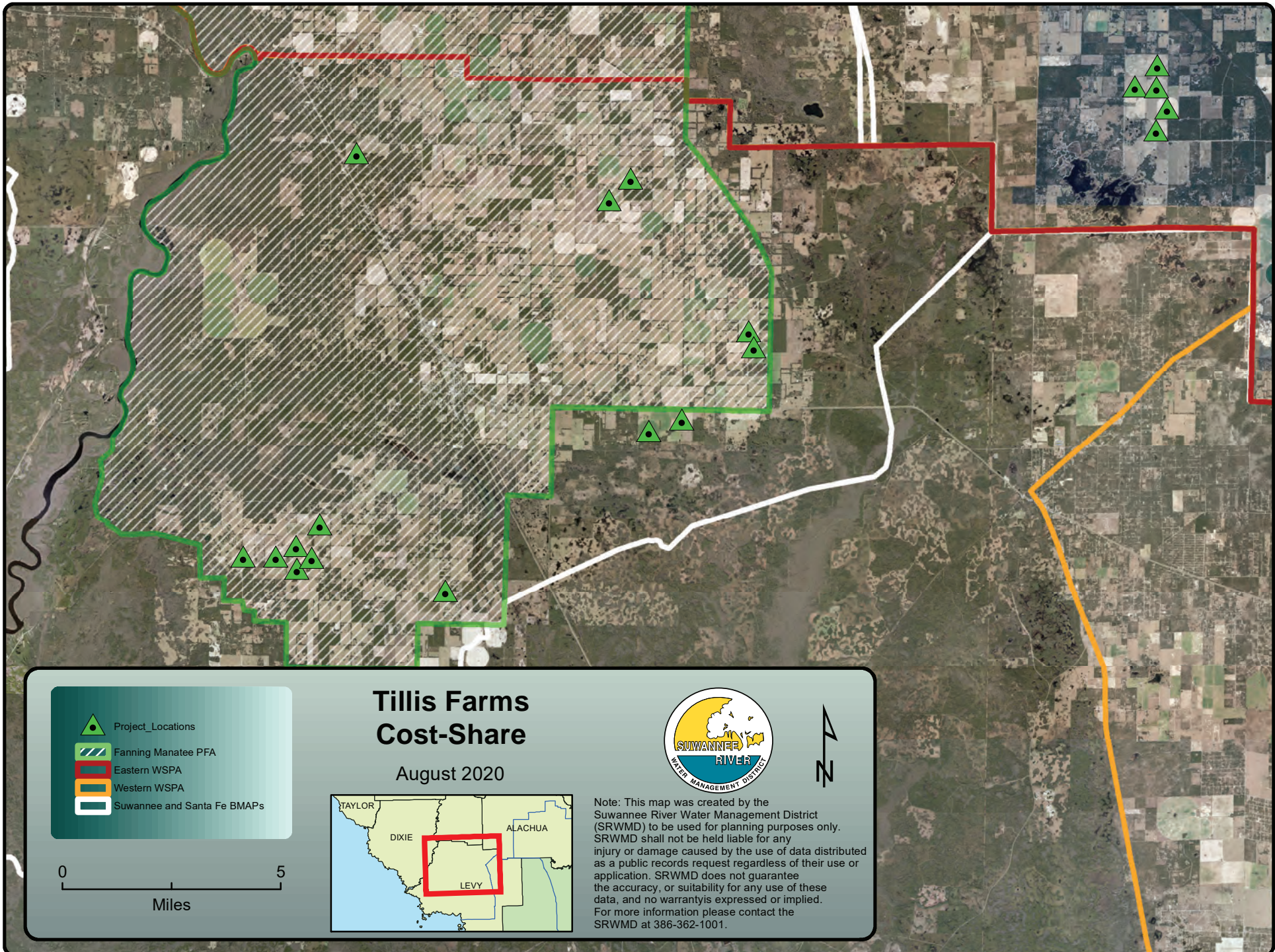
The total project cost is estimated to be \$42,222.22. The District will contribute \$38,000 or approximately 90% of the project cost. The applicants' portion of these items will be \$4,222.22 or 10% of the equipment cost. Exhibit A is a list of the cost share items, funding amount, and water conservation tools. Funding for this project is included in the FY 2020 Amended Budget under account code 51-2586-7-2400-06-07.

MC/tm  
Attachments

**Exhibit A – Itemized List**

<b>Producer</b>	<b>Item</b>	<b>Maximum Cost-Share</b>	<b>Quantity</b>	<b>SRWMD Total</b>	<b>Producer Share</b>
Tillis Farms, LLC	Soil Moisture Probe	\$2,000	19	\$38,000.00	\$4,222.22
<b>Project Total:</b>				<b>\$38,000.00</b>	<b>\$4,222.22</b>

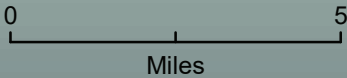




-  Project Locations
-  Fanning Manatee PFA
-  Eastern WSPA
-  Western WSPA
-  Suwannee and Santa Fe BMAPs

## Tillis Farms Cost-Share

August 2020



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: Matthew Cantrell, Project Manager, Office of Agriculture and Environmental Projects

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

DATE: July 3, 2020

RE: Contract to Provide Cost-Share Funding to Frank Quincey, Levy County

**RECOMMENDATION**

Authorize Executive Director to enter into contract with Frank Quincey in the amount not to exceed \$59,700

**BACKGROUND**

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

The District's Agricultural Cost-Share Program has been supported through funding from the District, FDEP, and FDACS over time. In Fiscal Year 2011-2012 (FY 2012), the Governing Board allocated \$6 million dollars to the program. Since FY 2012, approximately 71% of District funds have been spent and obligated through contracts with agricultural producers. In conjunction with Agricultural related FDEP Springs Grants this has resulted in approximately 13.47 million gallons per day of water conserved and 775,680 pounds of Nitrogen reduced.

At the November 2019 Governing Board meeting, the Board authorized the Executive Director to execute an agreement with the Florida Department of Environmental Protection (FDEP) for pivot retrofits to improve irrigation efficiency and reduce groundwater pumping for an amount totaling \$500,400.

This cost share project is with Frank Quincey located in Levy County. The producer proposes to install one weather station, two GPS end-gun shutoffs, two controller panels, two remote controls, one portable fertigation system, two stationary fertigation systems, and retrofit two center pivots. This will increase the producer's management of irrigation events and nutrient applications and increase the efficiency of the producer's center pivot system.

The upgrades to these irrigation systems are expected to reduce water use by approximately 85,000 gallons per day at a cost to the District of \$0.13 per thousand gallons over the estimated life of the equipment. The fertigation equipment is expected to prevent 17,340 pounds of nitrogen from being leached at a cost to the District of \$0.12 per pound over the estimated life of the equipment. This project is located within the Suwannee River Basin Management Action Plan Area, the Western Water Supply Planning Area, and the Fanning-Manatee Priority Focus Area.

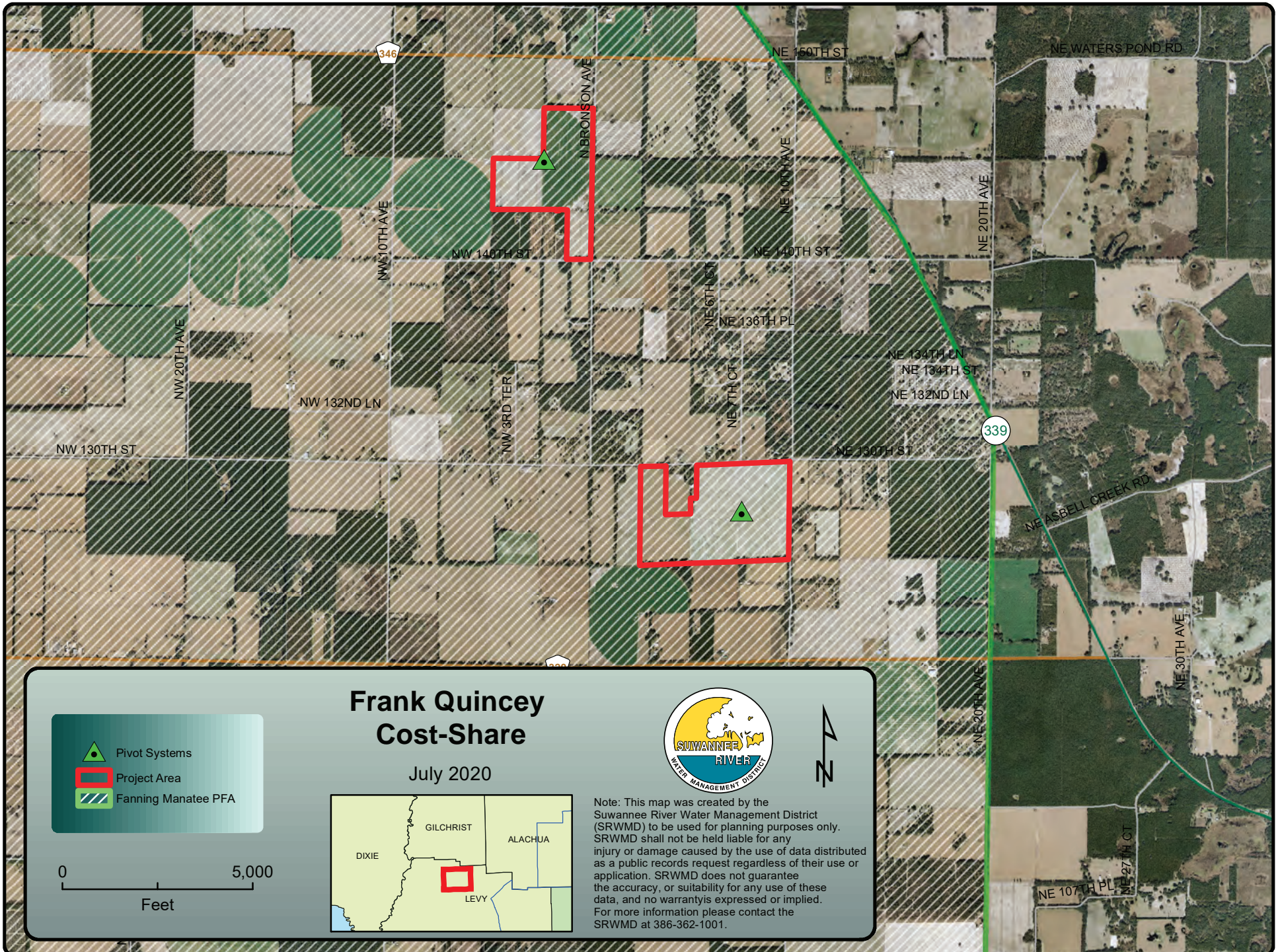
The total project cost is estimated to be \$75,200.00. The District will contribute \$59,700.00 and the applicant will contribute \$15,500.00. Exhibit A is a list of the proposed cost share items, proposed funding amount, and water conservation tools. Funding for this project is included in the FY 2020 Amended Budget under account code 51-2586-7-2400-06-07, 03-2586-7-2201-37, and 06-2586-7-2400-07-05.

MC/tm  
Attachments

**Exhibit A – Itemized List**

<b>Producer</b>	<b>Item</b>	<b>Maximum Cost-Share</b>	<b>Quantity</b>	<b>SRWMD Total</b>	<b>Producer Share</b>
Frank Quincey	Irrigation Retrofits	\$9,900	2	\$19,800.00	\$2,200.00
	Control Panels	\$4,500	2	\$9,000.00	\$3,000.00
	GPS End-Gun Shutoff	\$1,500	2	\$3,000.00	\$1,000.00
	Remote Controls	\$2,200	2	\$4,400.00	\$1,466.67
	Weather Station	\$2,500	1	\$2,500.00	\$833.33
	Stationary Fertigation	\$6,000	2	\$12,000.00	\$4,000.00
	Portable Fertigation	\$9,000	1	\$9,000.00	\$3,000.00
<b>Project Total:</b>				<b>\$59,700.00</b>	<b>\$15,500.00</b>





# Frank Quincey Cost-Share

July 2020



-  Pivot Systems
-  Project Area
-  Fanning Manatee PFA



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SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Patrick Webster, Chief, Office of Agriculture and Environmental Projects

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

DATE: July 31, 2020

RE: Alternative Water Supply Funding Applications Submittal to the Florida Department of Environmental Protection

**RECOMMENDATION**

Authorize the Executive Director to submit 11 project applications to the Florida Department of Environmental Protection for Alternative Water Supply Funding.

**BACKGROUND**

On June 29, 2020, Governor DeSantis signed the “Bolder, Brighter, and Better Future” state budget, which includes an investment of \$40 million for alternative water supply projects.

District staff collaborated with local governments and interested stakeholders throughout the 15-county area and has selected 11 alternative water supply project concepts for funding consideration at a cost of up to \$74.5 million from the Florida Department of Environmental Protection for review and approval.

Attached is a list of the proposed projects with a funding breakdown and brief description of the proposed project submittals for the Alternative Water Supply Project Funding Program.

PW/tm  
Attachments

**SRWMD FY 20/21 ALTERNATIVE WATER SUPPLY GRANTS**

Project Name	Cooperator	FDEP Grant Amount	Local Match	Total Funding for Project	Project Description	Notes
Lake Butler Wastewater Treatment Facility AWT Upgrade Phase 2	Lake Butler, City of	\$10,000,000	\$0	\$10,000,000	The existing WWTF (FLA118338) operates above the permitted 0.7 MGD capacity and without nitrogen removal AWT capabilities. The City proposes to construct a new 1.0 MGD WWTF to AWT treatment standards over three phases. The new WWTF will be constructed on the same property as the existing plant. As part of this project the effluent will be further polished in a constructed wetland prior to aquifer recharge. Reuse water system and storage provided to adjacent prison, modifications & improvements to spray field. Phase 2 constructs the WWTF, treatment/recharge wetlands. Phase 3 constructs the reuse water system & spray field modifications.	Supports BMAP project 2111. This is a REDI community. This project is estimated to make 1.0 MGD of water available at completion. Phase 1 was funded in FY 19/20.
Groundwater Recharge Wetland - Task 3	GRU	\$5,000,000	\$5,000,000	\$10,000,000	GRU proposes to construct a groundwater recharge wetland southwest of the Oakmont Subdivision in Alachua County using reclaimed water from the Kanapaha Water Reclamation facility. Capacity is designed for long term growth. Estimated 3-5 MGD water recharge at completion of all phases. Task 1 and Task 2 for land acquisition and preliminary design were funded in FY19/20. Task 3 includes design, permitting and construction and will require \$5,000,000 of funding.	Task 3 may be requested as a multi-year project over future years. Design and permitting in year 1 \$500,000; Construction in year 2 \$4,400,000; and start up in year 3 \$100,000.
Alternative Water Supply Feasibility Studies	Wastewater Treatment Facilities	\$500,000	TBD	\$500,000	Conduct AWTF analysis and feasibility studies including treatment wetlands and reclaimed water alternatives. Focus on WWTF in the PFAs.	May include but not limited to Branford, Mayo, Live Oak, Lake City, Ft White, Newberry, High Springs, Alachua, Trenton, Fanning, Chiefland, Monticello, Starke, Lawtey and Bronson. Many of these are REDI communities. These projects would benefit the MFLs of the Santa Fe and Suwannee systems.
Public Supply Efficiency Improvements	Municipal Public Water Supply Entities	\$500,000	TBD	\$500,000	Infrastructure and conservation improvements to reduce water loss based on water audit information and recommendations. Reducing water loss to 10% will reduce groundwater pumping and support the NFRWSP and MFLs in the Santa Fe and Suwannee Rivers.	Projects will be focused on public supplies with water audits; recommendations by FRWA or SERCAP; or other means demonstrating water conservation and savings.
Aquifer Recharge Project	Local Governments, CII, and Agricultural self suppliers	\$2,000,000		\$2,000,000	Develop and implement aquifer recharge projects throughout the Suwannee River Basin to offset groundwater demands and enhance water supply	The source could be surface, storm, or reclaimed water. Reclaimed water is dependent upon WWTF being upgraded to AWT. These projects will benefit REDI communities.
High Springs WWTF Expansion	High Springs, City of	\$4,795,400	\$290,000	\$5,085,400	Expansion of the existing system from 0.24 to 0.48 MGD with constructed wetlands to continue septic to sewer conversion and handle system wide growth. Estimated 600 lbs./yr. of Total Nitrogen to be removed.	Supports SAFE BMAP project 2132 and 2126. Eliminates 320 existing OSTDS and provides infrastructure for adding 1500 future OSTDS. The project would benefit the MFLs of the Santa Fe system.
Live Oak Reuse	Live Oak, City of	\$3,240,000		\$3,240,000	Wastewater collection system extension, pump station and gravity sewer. The initial phase will serve 60 residential units and 3 businesses. Provides additional reclaimed water to offset groundwater pumping.	This is SUWA BMAP project 4505 and Duval St extension combined. Live Oak has a Public Access Reuse (PAR) system. The expansion would increase the availability of PAR water in the service area.
Alternative Water Supply Project	Local Governments, CII, and Agricultural self suppliers	\$30,000,000	\$0	\$30,000,000	Develop and implement alternative water supplies throughout the Suwannee River Basin to offset groundwater demands and enhance water supply	Dependent upon WWTF being upgraded to AWT as identified in the Feasibility Study. Implementation could include BMAP projects SUWA 4485, 4487, SAFE 2111, WACI 4600.
Ft. White Regional Sanitary Sewer System	Ft. White, Town of	\$4,000,000		\$4,000,000	Construction of a regional WWTF and collection/transmission system within a priority focus area and pending BMAP to serve the towns of Ft White, Three Rivers Estates, Ichetucknee Springs State Park and surrounding areas. This project will reduce TN by 257 lbs./yr. and future systems by 27.5%.	Located in the Devil's Ear PFA, this regional facility could be constructed in 3 phases of \$4 M each. In Ph 1 the TN would be reduced by 257 lbs./yr., Ph 2 and 3 would reduce another 1,139 lbs/yr.as they have the bulk of the residential units. This is a REDI community. The project benefits the Lower Santa Fe and Ichetucknee MFLs.
Archer Wastewater Systems Improvements Project, Phase 1	Archer, City of	\$9,000,000	\$885,000	\$9,885,000	Phase I will design and construct up to a 0.15 MGD advanced wastewater treatment facility and a collection system converting 306 residential, institutional and commercial septic tanks to sewer. The phase also includes the construction of treatment wetland for the effluent.	The City of Archer has received a legislative appropriation for \$235,000 for design of Phase I collection system. The City will be requesting CDBG and SRF funding. The project benefits the Lower Santa Fe MFL.
Trenton WWTF Improvements	Trenton, City of	\$5,400,000		\$5,400,000	Upgrade the existing 0.2 MGD WWTF to a 0.25 MGD AWTF. This will reduce the TN & TP load reaching the unconfined aquifer to 3ppm and 1 ppm respectively.	Current system is on the end of the life cycle and effluent levels of 15 ppm TN and 5 ppm TP have been recorded. Current inflow is 0.12 MGD so this would allow for a 20 year growth capacity. Re-use feasibility study is needed.

**TOTAL \$74,435,400**

Legend: AWT - Advanced Waste Treatment  
 AWTF - Advance Waste Treatment Facility  
 CDBG - Community Development Block Grant  
 MGD - Million Gallons per Day

SERCAP - Southeast Rural Community Assistance Project  
 FRWA - Florida Rural Water Association  
 NFRWSP - North Florida Regional Water Supply Plan  
 SRF - State Revolving Fund  
 WWTF - Waste Water Treatment Facility

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board  
FROM: Bill McKinstry, Chief, Office of Land Management  
THRU: Tom Mirti, Deputy Executive Director, Water and Land Resources  
DATE: July 31, 2020  
RE: District Land Management and Twin Rivers State Forest Activity Summary

**BACKGROUND**

Falmouth Springs was closed due to three large trees falling across and crushing twenty feet of boardwalk. Trees have been removed and boardwalk repaired.

Suwannee Springs Park is open. The spring is closed due to damage from recent river flooding.

The District received bids for a cultural resource assessment on 31 acres of upland at J. H. Anderson, Jr. Memorial Park – Rock Bluff Springs.

Florida Forest Service (FFS) staff are 75% complete with timber marking on the future Ellaville #20 timber sale. This sale is a 332-acre thinning and partial clearcut of 50-year-old planted slash pine.

Timber harvesting in the Twin Rivers State Forest (TRSF) Withlacoochee #3 timber sale is ongoing. This sale is a 286-acre clearcut of 50-year-old planted loblolly pine.

FFS staff hauled and spread limerock along with 25 tons of #57 rock throughout several problem areas along the Loop Road on the Withlacoochee Tract

FFS staff commenced mowing of all woods roads while simultaneously clearing windblown trees and snags on TRSF.

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



**Conservation Easement Monitoring**

None

**Vegetation Management Projects:**

During the reporting period, approximately 12.3 additional miles of ditch edge mowing was completed on the Mallory Swamp Tract. Approximately 533 additional acres of woods mowing was also completed on multiple tracts. Vegetation management work was completed for fuel reduction, natural community restoration, and wildfire mitigation purposes.

FY 2020 Activity Table – Vegetation Management (10/01/2019 – 07/15/2020)

ACTIVITY	ACRES MILES			
	Planned	Complete	Planned	Complete
Herbicide	500	0	0	0
Roller Chop	1,000	948	0	0
Woods Mow	720	1,534	0	0
Ditch Mow	0	0	32	57.9

**Invasive Plant Monitoring Program:**

During the reporting period, 23 additional plant infestations were monitored or treated.

FY 2020 Activity Table – Invasive Plant Treatments (10/01/2019 – 07/15/2020)

ACTIVITY	NUMBER OF INFESTATIONS	
	Planned	Complete
Invasive Plant Monitoring/Treatment	110	170

**Prescribed Fire Program:**

- Contractors conducting prescribed burns on District lands this year include B&B Dugger (B&B), Natural Resource Planning Services (NRPS), Schmidt Reforestation Services (SRS), and Wildlands Services (WS). Also, included in this report are the acres the FFS burns on TRSF. When available, the FFS will provide a crew to burn additional acres on both District tracts and TRSF.
- The following table provides information on the Prescribed Burn Program through the reporting period. During this period, a 1.4-acre wildfire occurred on the Santa Fe Swamp Tract in Bradford County.

FY 2020 Prescribed Fire Summary Table

	2020 TARGET ACRES	ACRES COMPLETE
SRWMD	13,000	10,767
FFS TRSF	2,200	968
<b>TOTAL</b>	<b>15,200</b>	<b>11,735</b>

FY 2020 Activity Table - Prescribed Fire (10/01/2019 – 07/185/2020)

TRACT	COUNTY	B&B	NRPS	WS	SRS	FFS COOP	TOTAL SRWMD Acres	TOTAL TRSF Acres	TOTAL WILDFIRE Acres
Santa Fe Swamp	Bradford								1.4
<i>Sub-total for Period</i>		0	0	0	0	0	0	0	0.0
<i>Previous Acres Burned</i>		9,834	0	933	0	0	10,767	968	4.8
<b>TOTAL ACRES</b>		<b>9,834</b>	<b>0</b>	<b>933</b>	<b>0</b>	<b>0</b>	<b>10,767</b>	<b>968</b>	<b>6.2</b>

**Rare Plant Monitoring Program:**

No additional rare plant occurrences were monitored during the reporting period.

FY 2020 Activity Table – Rare Plant Monitoring (10/01/2019 – 07/15/2020)

Activity	Number of Species Occurrences	
	Planned	Complete
Rare Plant Species Monitoring	140	92

**Timber Sales:**

Activity Table – Open and Recently Completed Timber Sale

TRACT	CONTRACT	ACRES	TONS HARVESTED	REVENUE	STATUS	CONTRACT END DATE
Withlacoochee #3	18/19-072	283			Active	09/23//2020
Gar Pond #4	18/19-186	93			Active	08/05/2020
Wolf Creek #1	19/20-011	72			Inactive	10/2/2020
Natural Well Branch #1	19/20-063	240			Inactive	11/26/2020
Steinhatchee Springs #19	19/20-139	330			Inactive	3/13/2021
Fort White Wellfield #2	19/20-126	62		\$56,777.07	Complete	8/26/2020
Cuba Bay #2	19/20-129	315			Inactive	3/04/2021
Steinhatchee Springs #20	19/20-145	208			Inactive	04/24/2021
Steinhatchee Springs #21	19/20-146	366			Inactive	04/24/2021

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board  
FROM: William V. McKinstry, Chief, Office of Land Management  
THRU: Tom Mirti, Deputy Executive Director, Water and Land Resources  
DATE: July 31, 2020  
RE: Contract Renewals for Prescribed Fire/Vegetation Management Services for Fiscal Year 2020-2021

**RECOMMENDATION**

Authorize the Executive Director to renew four contracts for Prescribed Fire/Vegetation Management Services for a total amount not to exceed \$990,000: 18/19-014 B&B Dugger, Inc., 18/19-011 Natural Resource Planning Services, 18/19-012 Schmidt Reforestation Services, and 18/19-010 Wildlands Service, Inc.

**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 essential component used to help protect District resources against the damaging effects of wildfire.

The District advertised Request for Proposals (RFP) 17/18-029 WLR for Prescribed Fire/Vegetation Management Services on July 11, 2018. After evaluating and ranking submittals, and with approval from the Governing Board, contracts were developed with the following four firms:

NAME OF FIRM	FIRM'S LOCATION
B&B Dugger, Inc.	Crawfordville, Florida
Natural Resource Planning Services	Lake City, Florida
Schmidt Reforestation Services	Perry, Florida
Wildlands Service, Inc.	Tallahassee, Florida

The contracts contains a provision that upon satisfactory performance and pending approval by the District's Governing Board, the contracts may be extended up to two years upon the same terms and conditions or upon terms more favorable to the District. The performance of the contractors has been satisfactory and were effective in helping the District meet its Fiscal Year 2019-2020 (FY 2020) prescribed fire and vegetation management goals. The renewal of these contracts will represent the second and final renewal.

Based on their pre-qualified status, contractors will be issued work orders that identify assigned work areas and completion date requirements. Staff uses the submitted bid rates as a factor when developing work orders and will base work assignments on the lowest bid rate when possible. However, work assignments may also be based on 1) capacity to complete multiple projects at one time in a region, 2) short versus long term availability to conduct work, 3) productivity in completing assigned projects, 4) weather-related issues that may require



contractors to be moved around between regions, 5) type of equipment a contractor has and whether it is currently available 6) and other efficiencies and logistical factors. These considerations provide flexibility to facilitate overall project completion and help staff develop economic and efficient work orders.

All or part of a work order may also be changed or canceled for issues related to weather, changing fuel conditions, changes in management objectives, contractor availability and performance, etc. If a work order is changed or canceled due to weather, changing fuel conditions, or changes in management objectives, then additional work orders may be issued for alternative work areas. If a work order is changed or canceled for reasons related to contractor availability or performance, District staff may reassign work areas to other contractors that are pre-qualified to conduct the same type of work.

Funding for these contracts is included in the FY 2020-2021 (FY 2021) Tentative Budget under codes 13-2-586-3-3100-04-01, 13-2-586-3-3100-02-01, and 13-2-586-3-3100-02-06 and is contingent upon final approval of the FY 2021 final budget.

SG/pf

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board  
FROM: William V. McKinstry, Chief, Office of Land Management  
THRU: Tom Mirti, Deputy Executive Director, Water and Land Resources  
DATE: July 31, 2020  
RE: Contract Renewal for 19/20-015 with Agriculture Construction Services, LLC for Featured Site Recreational Maintenance

**RECOMMENDATION**

Authorize the Executive Director to renew contract 19/20-015 with Agriculture Construction Services LLC for featured site recreation maintenance services and dispersed recreation maintenance services for an amount not to exceed \$192,000.00.

**BACKGROUND**

Recreational maintenance is an integral part of owning public lands. The vast majority of District lands are open to the public and District staff strive to provide quality, resource-based recreation opportunities. Recreation maintenance services may include, but are not limited to, road mowing, removal of litter; removal of downed trees from roads, repair or installation of signs, gates, and cables; mowing of vegetation surrounding signs, kiosks, gates, cables, or parking areas; checking for vandalism; coordinating with the District on opening or closing of tracts; building fences around parking areas, constructing erosion control measures; repairing any recreational structure or facilities; or installing concrete post to protect resources from damage.

The proposed work includes featured site recreation maintenance services for the following sites: Suwannee Springs Park, Falmouth Springs Park, and Goose Pasture Campground. It also includes dispersed recreation maintenance services for all four management regions in the District: Northeast, Northwest, Southeast, and Southwest.

The contract contains a provision that upon satisfactory performance and pending approval by the District's Governing Board, the contract may be extended up to two years upon the same terms and conditions or upon terms more favorable to the District. The contractor and the District have agreed to renew the contract. If authorized, this will be the first renewal for one year.

Funding for this contract is included in the Fiscal Year 2020-2021 (FY 2021) Tentative Budget under codes 13-2-586-3-3100-06-07 and 13-2-586-3-3100-05-06 and contingent upon approval of the final FY 2021 budget.

EM/pf

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Bill McKinstry, Chief, Office of Land Management

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

DATE: July 31, 2020

RE: Contract Renewal for 98/99-098 with the Florida Fish and Wildlife Conservation Commission for Enhanced Law Enforcement

**RECOMMENDATION**

Authorize the Executive Director to renew Contract 98/99-098 with the Florida Fish and Wildlife Conservation Commission (FWC) for enhanced law enforcement for Fiscal Year 2020-2021 for an amount not to exceed \$50,000.

**BACKGROUND**

The District entered a cooperative management agreement with the FWC in 1999. The agreement was amended in 2003 to provide enhanced law enforcement on District lands. "Enhanced law enforcement" is additional hours spent patrolling and investigating complaints on District lands other than regular patrols. Both agencies meet on a regular basis to prioritize and schedule areas for enhanced patrols. The officers working enhanced patrol submit activity reports at the end of each two-week pay period.

Enhanced law enforcement enables the FWC to patrol all District lands as assigned. At the present level of funding, the District receives approximately 1,000 hours of enhanced law enforcement.

Funding for this contract is included in the Fiscal Year 2020-2021 (FY 2021) Tentative Budget under budget code 13-6-930-3-3100-05-10. and is contingent upon approval of the FY 2021 final budget.

EM/pf

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Darlene Velez, Chief, Office of Water Resources

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

DATE: July 31, 2020

RE: Agricultural Water Use Monitoring Report

**BACKGROUND**

In September 2012, the District began a program of water use monitoring for agricultural water use reporting on wells of 8" diameter or greater. Where possible, agricultural water use is estimated using monthly power consumption records provided by the electrical power provider. Estimation by power use is the most cost-effective method of water use reporting. To date, farmer agreements authorizing the District to receive power usage reports directly from the cooperatives are in effect on 707 (133.3 MGD) monitoring points.

Not all withdrawal points are suitable for estimation using power consumption. Diesel-powered pumps and complex interconnected irrigation systems still require direct methods of monitoring. The District employs telemetry to conduct water use monitoring on diesel-power systems. There are currently 270 (49.2 MGD) telemetry systems installed by the District for this purpose.

Some withdrawal points have very limited use and are monitored by individual site visits, typically less than 0.05 MGD each. There are currently 496 (34.8 MGD) limited use monitoring points in the District. Some users monitor their water use and report that data to the District. There are currently two (0.3 MGD) self-monitored points.

To date, the District has permitted 1,762 (251.2 MGD) irrigation wells which include a water use monitoring condition, of which 1,520 (222.8 MGD) wells are active, i.e., the wells have been drilled already. Of the 1,520 active wells, 1,478 (217.6 MGD) are being monitored as of July 13, roughly 97.2% of existing active wells (97.7% of allocation) with water use permit monitoring conditions.

Of the remaining estimated 42 (5.2 MGD) active stations that currently will require water use monitoring, nine (0.5 MGD) are diesel- or gas-powered systems requiring District telemetry, 29 (4.0 MGD) are electric systems, and four (0.7 MGD) systems still require identification. There are 232 (28.4 MGD) proposed stations (that is, the wells are yet to be drilled); 45 (4.5 MGD) are expected to be diesel or gas, 149 (20.6 MGD) are expected to be electric, and 38 (3.3 MGD) are yet to be determined.

Since April 2017, the District has consistently had over 94% of active wells and permitted allocation being monitored. The attached figures show the progress made on these efforts since 2016 for the number of wells monitored (Figure 1), total permitted allocation monitored (Figure 2), and percent of active wells monitored (Figure 3).



Figure 1: Graph shows the progress since February 2016 of the number of permitted wells with a water use monitoring condition (EN50), the number of EN50 wells that are active (wells that have been drilled), and the number of active wells that are currently being monitored.

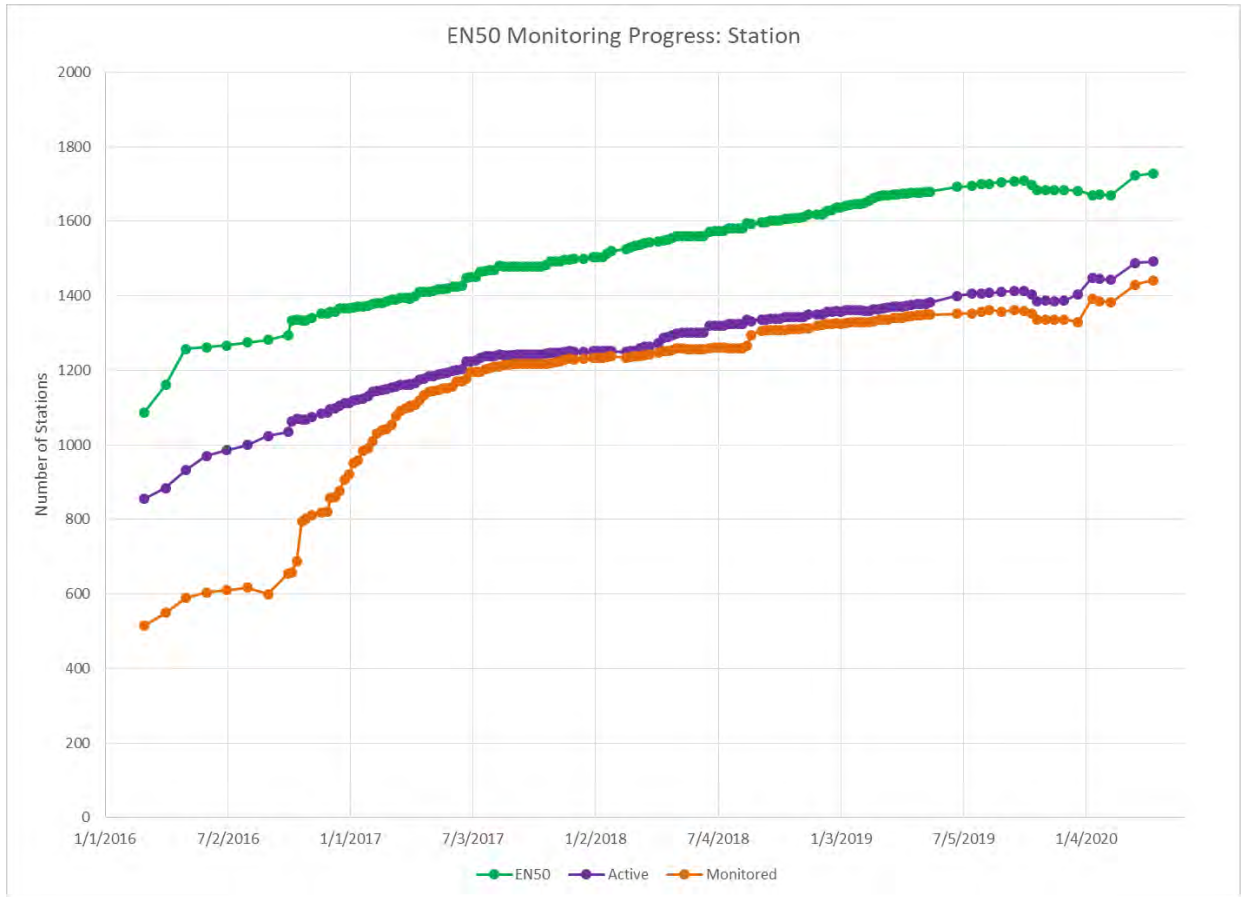


Figure 2: Graph shows the progress since October 2016 of the total permitted allocation of wells with a water use monitoring condition (EN50), the total permitted allocation amount of EN50 wells that are active (wells that have been drilled), and the total permitted allocation amount of active wells that are currently being monitored.

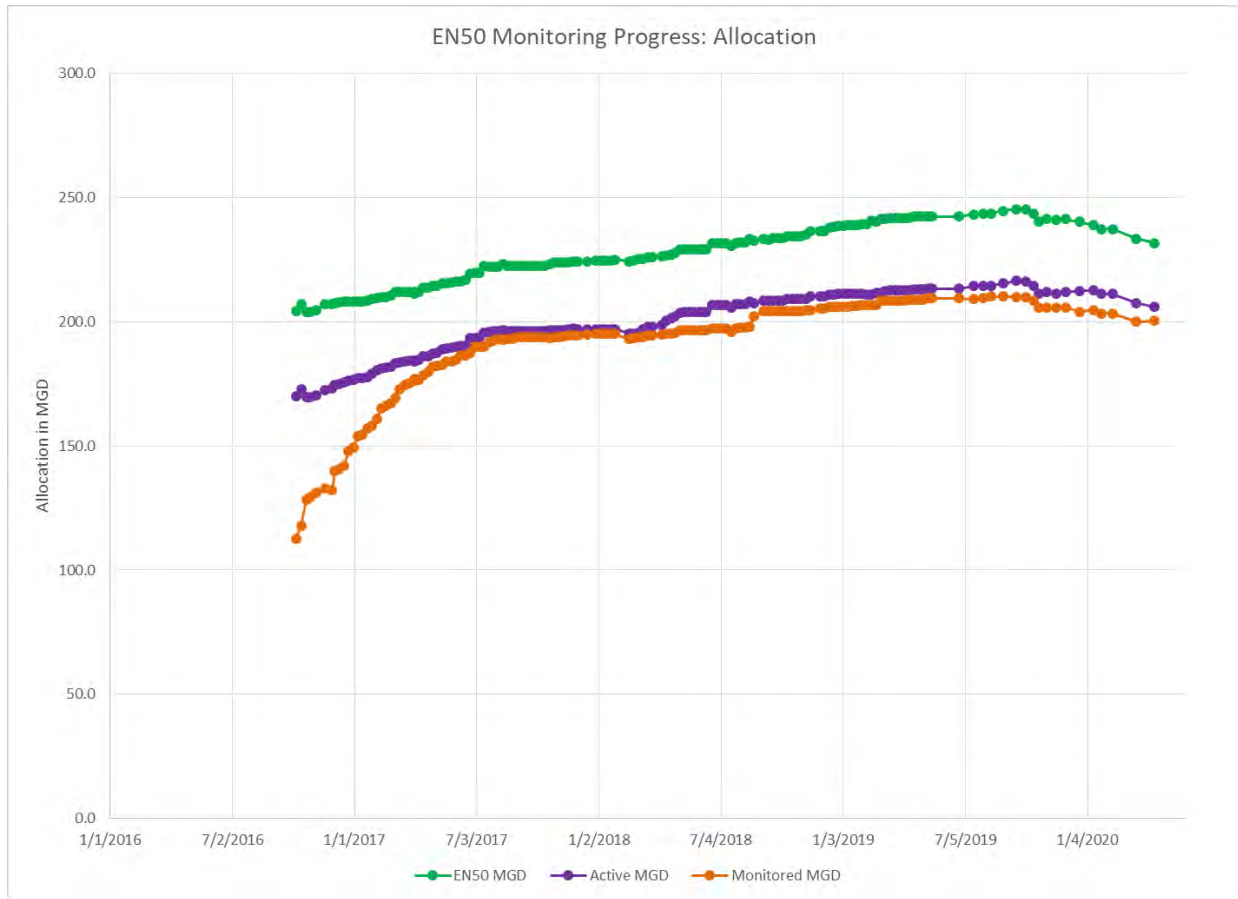
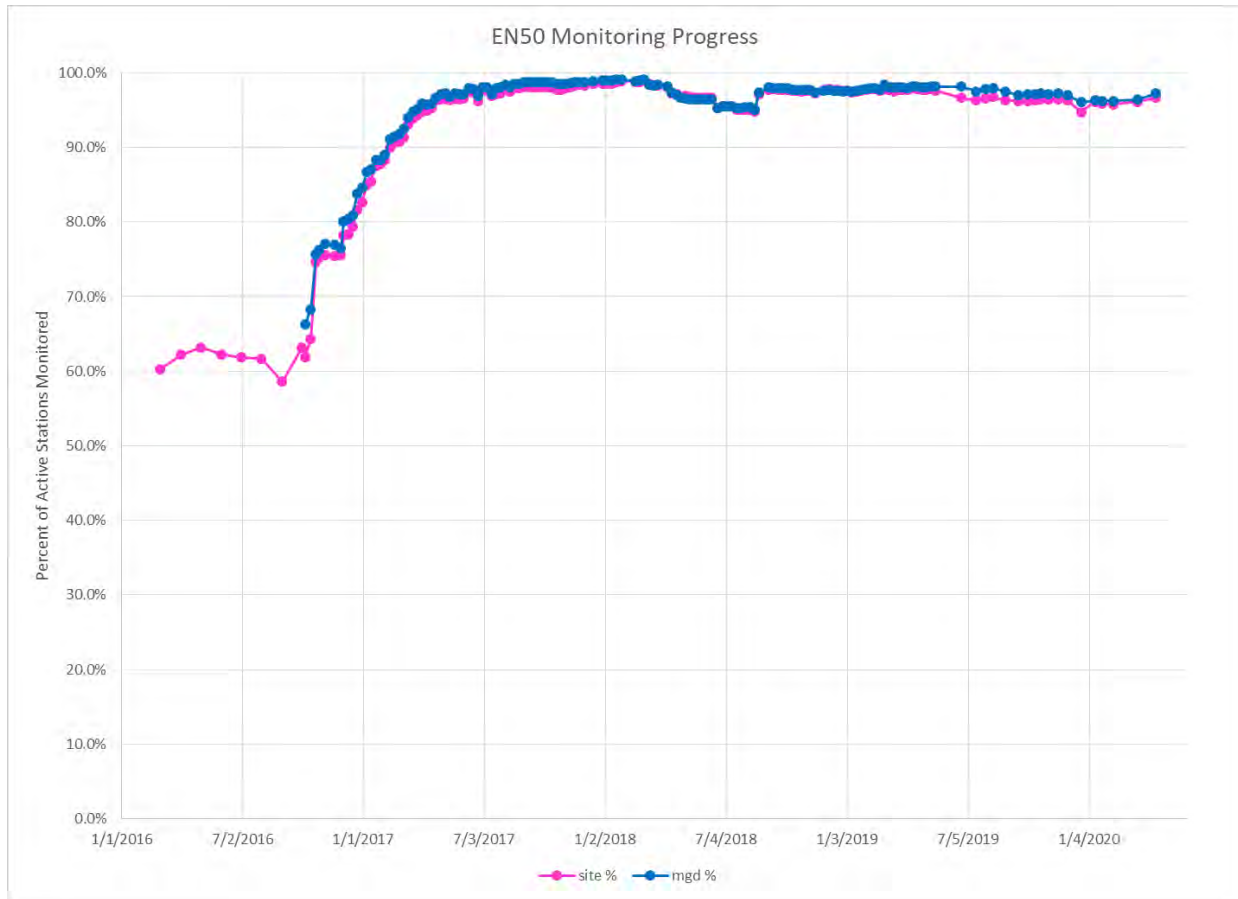


Figure 3: Graph shows the progress of the percent of permitted wells with a water use monitoring condition (EN50) being monitored since February 2016, and the percent of total permitted allocation of wells with a water use monitoring condition (EN50) being monitored since October 2016.



DSV/pf

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Darlene Velez, Chief, Office of Water Resources

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

DATE: July 31, 2020

RE: Task Work Assignment with Wood Environment and Infrastructure Solutions, Inc., for Water Quality and Biological Sampling

**RECOMMENDATION**

Authorize the Executive Director to enter a general environmental services task work assignment with Wood Environment and Infrastructure Solutions, Inc., to provide surface and groundwater chemistry sampling, and biological analyses for a total cost not to exceed \$239,898.32.

**BACKGROUND**

The District has operated a network of surface and groundwater sites for water quality, discharge, and biological monitoring and analyses since the late 1980s. The current water quality and biology networks have been managed through contractual services and will continue to include the following five tasks:

1. Water Chemistry Monitoring includes collecting field and water samples at 78 groundwater stations, 72 surface water stations, and 69 spring stations for a total of 664 water quality samples collected each year.
2. Coastal Salinity Network-Specific Conductivity Profiles includes vertical conductivity profiles at 10 coastal wells for monitoring saltwater intrusion and sea-level rise.
3. Aquatic Macroinvertebrate Monitoring includes sampling natural substrate at two surface water stations on the Santa Fe River using standard Florida Department of Environmental Protection Stream Condition Index methods.
4. Periphyton Monitoring includes deploying periphyton microscope slides rack samplers at five surface water stations and analyzing for cell counts, density, dry weight, and biomass.
5. Lake Vegetation Index includes collecting vegetation species and coverage data at nine lakes.

This task work assignment does not include laboratory chemistry analyses. These analyses will be provided by the St. Johns River Water Management District's laboratory through a separate agreement approved by the Board at the July 2020 Governing Board Meeting.

At the September 2019 Governing Board meeting, the Board authorized the Executive Director to enter contracts with qualified firms to conduct environmental and engineering services for the District. On June 26, a closed Request for Proposals (RFP) was released to the 12 pre-qualified firms under Chapter E - Environmental Data Collection and Assessments of the Engineering and Environmental Services Request for Qualifications (RFQ 18/19-025AE). A mandatory



information meeting was held on July 2, 2020 to provide potential contractors an opportunity to ask any questions they may have about the RFP.

Proposals were due from the pre-qualified firms by 3:00 p.m. on July 17, 2020. Three proposals were received: from Wood Environmental and Infrastructure Solutions, Inc., Water and Air Research, Inc., and Wetland Solutions Inc. On July 23, 2020, the selection committee met to evaluate the proposals. The selection committee's review of each proposal resulted in the overall ranking listed in the table below.

Firm	Total Bid Cost	Ranking Score (out of 10)
Wood Environmental and Infrastructure Solutions, Inc.	\$239,898.32	9.13
Water and Air Research, Inc.	\$242,812.84	8.63
Wetland Solutions Inc.	\$378,640.08	6.40

After reviewing the proposals, Wood Environmental and Infrastructure Solutions, Inc. was ranked as having the greatest value for the District for the services requested. The task work assignment with Wood Environmental and Infrastructure Solutions, Inc. will be to provide water quality and biology monitoring services to the District for the period of October 1, 2020, through September 30, 2021, with an option for two annual renewals.

Funding for this agreement is included in the Fiscal Year 2020-2021 (FY 2021) Tentative Budget under codes 01-2-586-2-1200-33-01, 01-2-586-2-1200-33-02, and 01-2-586-2-1200-33-03, and is contingent upon approval of the FY 2021 final budget.

DSV/pf

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Darlene Velez, Chief, Office of Water Resources

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

DATE: July 31, 2020

RE: Amendment of Florida Department of Environmental Protections Monitoring Grant Agreement AT002

**RECOMMENDATION**

Authorize the Executive Director to amend Florida Department of Environmental Protection agreement AT002 (SRWMD 19/20-170) to receive additional funding up to \$1,150,000 to expand and enhance the Suwannee River Water Management District's surface and groundwater monitoring programs and to execute all documents necessary to implement the selected projects including contract documents for a total agreement amount not to exceed \$1,450,000.

**BACKGROUND**

The Florida Department of Environmental Protection (FDEP) requested a proposal from the District identifying projects in support of the Governor's Executive Order 2019-12. The District's proposal includes funds for the enhancement of the District's water quality and hydrologic monitoring networks, increased capabilities of data collection, and projects in support of improving surface and ground water models for the determination of minimum flows and minimum water levels and water supply planning efforts. This monitoring will directly enhance FDEP's ongoing Total Maximum Daily Load and Basin Management Action Plan efforts to continue improving water quality.

On April 14, 2020, the Governing Board authorized the Executive Director to enter into Agreement AT002 with FDEP for funding up to \$300,000 and execute all documents to implement selected monitoring projects in support of Executive Order 2019-12. FDEP has set aside funding for an additional \$1,150,000 to continue these efforts through June 30, 2021. Due to the short time frame for expending these funds, staff is requesting that the Governing Board authorize the Executive Director to execute all documents necessary to implement the selected projects specified in the scope of work including contract documents.

Projects selected for this additional funding include the following:

1. Coastal Monitoring Expansion which includes three additional coastal conductivity stations, lower Suwannee monitoring assistance, coastal salinity sampling assistance, and inventory of coastal springs.
2. Springs Monitoring Expansion which includes supplemental spring flow measurements, analysis of springshed real-time data, dye trace studies, and vertical velocity study at Troy spring.
3. Water Resource Value Expansion which includes focused Outstanding Florida Springs water resource value study, recreation and aesthetics study, rapid biological assessment of MFL priority springs, bathymetry, and surveys at SEFA locations.

4. Groundwater Monitoring Expansion which includes monitoring well drilling and aquifer performance testing
5. Water Supply Expansion which includes surficial aquifer potentiometric surface analysis, sink-to-rise paired analysis, and river reach spring flow pickup analysis

The funding for this amendment is included in the Fiscal Year 2020- 2021 (FY 2021) Tentative Budget codes 60-2-586-2-1200-40-01, 60-4-907-2-1200-40-01, and 60-6-930-2-1200-40-01 and is contingent upon approval of the FY 2021 final budget.

DV/pf

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Fay Baird, Senior Hydrologist, Office of Water Resources

THRU: Darlene Velez, Chief, Office of Water Resources  
Tom Mirti, Deputy Executive Director, Water and Land Resources

DATE: July 31, 2020

RE: Amendment of Interagency Joint Funding Agreement with the United States Geological Survey for Streamgaging Services for Fiscal Year 2019-2020

**RECOMMENDATION**

Authorize the Executive Director to amend Interagency Joint Funding Agreement 20MCJFA0003 with the United States Geological Survey to add \$75,000 in cooperative funds from United States Geological Survey to the agreement for equipment purchases at three streamgaging stations.

**BACKGROUND**

The Fiscal Year 2019-2020 (FY 2020) Interagency Joint Funding Agreement (JFA) with the United States Geological Survey (USGS), is for a total amount of \$828,310 with the District providing \$602,941 and the USGS contributing \$225,369. The existing JFA was approved by the Governing Board in August 2019 and is active through September 30, 2020.

During FY 2021, the District will receive \$240,000 from the Florida Department of Environmental Protection to monitor continuous water level, temperature, and specific conductance monitoring at three locations near the mouths of the Econfina, Steinhatchee, and Fenholloway rivers. The stations will be built and monitoring initiated by USGS under the upcoming FY 2021 contract with the USGS.

The USGS has offered to contribute \$75,000 of cooperative funding for equipment purchases for these stations if those purchases can be made during the FY 2020. Once purchased, the equipment would be installed after the beginning of the FY 2021. This amendment is to leverage the cooperative funding from USGS available in FY 2020 to offset costs that would have been incurred by the District in FY2021. There is no additional cost to the District with this amendment.

The USGS provides maintenance of gages and sensors to USGS standards, quality assurance, and archiving availability of real-time and long-term data and statistics, and real-time satellite delivery of data to the public, District, and National Weather Service's Southeast River Forecast Center. Data obtained through this program are available in real-time to the public via the USGS' national web page, the District's River Levels web page, and the District's river level phone system.

FB/pf



SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Fay Baird, Senior Hydrologist, Office of Water Resources

THRU: Darlene Velez, Chief, Office of Water Resources  
Tom Mirti, Deputy Executive Director, Water and Land Resources

DATE: July 31, 2020

RE: Interagency Joint Funding Agreement with the United States Geological Survey for Steamgaging Services for Fiscal Year 2020-2021

**RECOMMENDATION**

Authorize the Executive Director to enter into an Interagency Joint Funding Agreement with the United States Geological Survey for an amount not to exceed \$1,495,150 for streamgaging services in Fiscal Year 2020-2021 (FY 2021)

**BACKGROUND**

Hydrologic and water quality monitoring are central to the Suwannee River Water Management District's (District) mission, and for decades the mechanism to accomplish this has been through cooperative funding with the United States Geological Survey (USGS) at major river stations throughout the District. The USGS maintains gages and sensors at these stations, provides quality assurance, and archives long term hydrologic data.

This long-term program provides essential information for flood warnings and forecasts through the National Weather Service, floodplain mapping, the determination of Minimum Flows and Levels (MFLs), groundwater modeling and drought monitoring. Data obtained through this program are provided in real-time to the public via the USGS' national web page, the District's River Levels web page, and the District's river level automated phone service. Data are also provided instantaneously to the National Weather Service's Southeast River Forecast Center.

The proposed FY 2021 Interagency Joint Funding Agreement (JFA) with the USGS is for a total amount of \$1,495,150 with the District providing \$916,830 and the USGS contributing \$467,970. For FY 2020, the total contract amount was \$1,198,800 and the District's share was \$625,931. Table 1 provides a detailed budget showing cost at each monitoring station and a breakdown of the proposed cooperative funding.

The cost increase compared to FY 2020 is a result of:

- a 2% federal cost of living adjustment,
- purchase, installation, and maintenance of equipment to monitor continuous temperature and conductivity at three existing long-term flow and level stations on the middle Suwannee River (Ellaville, Luraville, and Bell),
- construction and monitoring for new water level, temperature, and conductivity stations near the mouths of the Econfina, Fenholloway, and Steinhatchee rivers. Equipment at

these locations was paid for and purchased by the USGS in FY 2020 in a modification to the current agreement, and remaining costs for FY 2021 reimbursed by FDEP through our Expanded and Enhanced Water Quality Monitoring Grant

- addition of new equipment and processes to determine flow, temperature, and conductivity at the existing monitoring station on the Aucilla River near Nuttall Rise. Partial funding is through Florida Department of Environmental Protection (FDEP) from the RESTORE Act and remaining costs for FY 2021 reimbursed by FDEP through our Expanded and Enhanced Water Quality Monitoring Grant.

The USGS will contribute \$282,670 in cooperative matching funds and \$185,300 under the Federal Priority Stream Gaging Program in FY 2021 (a total of \$467,970). The FDEP will fund \$81,890 of USGS monitoring on the New and Ichetucknee rivers and Troy Spring. Funding through FDEP from the RESTORE Act will cover \$36,000 toward monitoring on the Suwannee River above Gopher River that began in FY 2020 and Aucilla River near Nuttall Rise. FDEP will reimburse the District up to \$222,000 for new coastal monitoring stations above, pending Governing Board approval of amendment to the Expanded and Enhanced Water Quality Monitoring Grant (AT002). Under existing agreements, Nestlé Waters North America and Packaging Corporation of America will reimburse the District for \$70,000 and \$16,480, respectively, toward Withlacoochee River monitoring in FY 2021.

Funding for this agreement is included in the FY 2021 Tentative Budget under codes 07-6-930-2-1200-31-05, 60-6-930-2-1200-40-01, 20-6-930-1-1102-11-00, 01-6-930-2-1200-31-01, and 01-6-930-2-1200-32-00 and is contingent upon approval of the final FY 2020-2021 budget.

FB/pf  
Attachment

**Long-term Streamflow Program with Suwannee River Water Management District for FY 2021**

Period of performance: Oct. 1, 2020 to Sept. 30, 2021

Station No.	Station Name	Total	Total	FDEP	USGS	SW	QW	SRWMD	SRWMD	Remarks
		Cost SW	Cost QW		FPS (\$)	CMF	CMF	SW	QW	
02315500	SUWANNEE RIVER AT WHITE SPRINGS	16,980			16,980					FPS
02315550	SUWANNEE RIVER AT SUWANNEE SPRINGS	16,980			16,980					FPS
02315550	SUWANNEE RIVER AT SUWANNEE SPRINGS		8,420				2,500		5,920	Temp/Cond
02317620	ALAPAHA RIVER NEAR JENNINGS	16,980				6,200		10,780		includes DCP
02317620	ALAPAHA RIVER NEAR JENNINGS		8,420				2,500		5,920	Temp/Cond
02319000	WITHLACOCHEE RIVER NEAR PINETTA	16,980						16,980		funded through PCA corp
02319000	WITHLACOCHEE RIVER NEAR PINETTA		8,420				2,500		5,920	Temp/Cond
02319394	WITHLACOCHEE RIVER NEAR LEE	30,150						30,150		index-velocity site; DCP
02319394	WITHLACOCHEE RIVER NEAR LEE		8,420				2,500		5,920	Temp/Cond
02319500	SUWANNEE RIVER AT ELLAVILLE	16,980			16,980					FPS
	SUWANNEE RIVER AT ELLAVILLE Const and Equip		15,000						15,000	at current location
	SUWANNEE RIVER AT ELLAVILLE T/SC		12,470						12,470	
02319800	SUWANNEE RIVER AT DOWLING PARK	16,980			16,980					FPS
02319800	SUWANNEE RIVER AT DOWLING PARK		8,420				2,500		5,920	Temp/Cond
02320000	SUWANNEE RIVER AT LURAVILLE	16,980			16,980					FPS
	SUWANNEE RIVER AT LURAVILLE QW Eqp and Const		15,000						15,000	
	SUWANNEE RIVER AT LURAVILLE T/SC		12,470						12,470	
02320500	SUWANNEE RIVER AT BRANFORD	16,980			16,980					FPS
02320500	SUWANNEE RIVER AT BRANFORD		8,420				2,500		5,920	Temp/Cond
02320700	SANTA FE RIVER NEAR GRAHAM	16,980				6,200		10,780		includes DCP
02321000	NEW RIVER NEAR LAKE BUTLER	16,980		16,980						FDEP
02321500	SANTA FE RIVER AT WORTHINGTON SPRINGS	16,980				6,200		10,780		DCP
02321500	SANTA FE RIVER AT WORTHINGTON SPRINGS		8,420				3,060		5,360	Temp/Cond
02321898	SANTA FE RIVER AT O'LENO STATE PARK	16,980				6,200		10,780		DCP
02321975	SANTA FE RIVER AT US HWY 441 Near High Springs, FL	16,980	8,420			4,900	2,400	12,080	6,020	Temp/Cond
02322500	SANTA FE RIVER NEAR FORT WHITE	16,980			16,980					FPS
02322500	SANTA FE RIVER NEAR FORT WHITE		8,420				3,060		5,360	Temp/Cond
02322688	BLUE HOLE SPRING NR HILDRETH	16,980				6,200		10,780		DCP
02322688	BLUE HOLE SPRING NR HILDRETH		24,050				8,560		15,490	Temp, Cond, DO, pH
02322688	BLUE HOLE SPRING NR HILDRETH		10,710				4,000		6,710	Nitrate
02322700	ICHETUCKNEE R @ HWY27 NR HILDRETH	30,150		30,150						FDEP
02322700	ICHETUCKNEE R @ HWY27 NR HILDRETH		10,710				4,000		6,710	Nitrate
02322700	ICHETUCKNEE R @ HWY27 NR HILDRETH		8,420				2,500		5,920	Temp/Cond
02323000	SUWANNEE RIVER NEAR BELL	16,980			16,980					FPS
	SUWANNEE RIVER NEAR BELL Equip Construction		15,000						15,000	at current location
	SUWANNEE RIVER NEAR BELL T/SC		12,470						12,470	
02324000	STEINHATCHEE RIVER NEAR CROSS CITY	16,980				6,200		10,780		DCP
02326000	ECONFINA NEAR PERRY	16,980			16,980					FPS
02326500	AUCILLA RIVER NEAR LAMONT	16,980			16,980					FPS
02326526	WACISSA RIVER NEAR WACISSA		24,050				8,560		15,490	Temp, Cond, DO, pH
02326526	WACISSA RIVER NEAR WACISSA		10,710				4,000		6,710	Nitrate
02326526	WACISSA RIVER NEAR WACISSA	30,150				11,040		19,110		IV Discharge
02326526	WACISSA RIVER NEAR WACISSA	12,000						12,000		Grass Cutting
02326526	WACISSA RIVER NEAR WACISSA	3,300						3,300		6 additional monthly measurements
02326550	AUCILLA RIVER NEAR NUTTAL RISE	5,500				940		4,560		3/4 year Stage o&M
	AUCILLA RIVER NEAR NUTTAL RISE IV							7,540		1/4 IV
02326550	AUCILLA RIVER NEAR NUTTAL RISE	20,000			8,530			11,470		Purchase and install IV equipment RESTORE Funds
	QW Equipment and Construction		25,000						25,000	Purchase and Install 2 level T/SC
	AUCILLA RIVER NEAR NUTTAL RISE QW 2 level T/SC		12,470						12,470	Year of O&M
02321958	SANTA FE RIVER AT RIVER RISE NR HIGH SPRINGS	16,980				6,200		10,780		Stage-Q
02321958	SANTA FE RIVER AT RIVER RISE NR HIGH SPRINGS		8,420				3,060		5,360	Temp/Cond
02320250	TROY SPRING NEAR BRANFORD FLA		24,050	24,050						Temp, Cond, DO, pH By FDEP
02320250	TROY SPRING NEAR BRANFORD FLA		10,710	10,710						Nitrate By FDEP
02319520	FALMOUTH SPRING AT FALMOUTH	25,900						16,900		DCP;Well rating
02319520	FALMOUTH SPRING AT FALMOUTH	3,300						3,300		6 extra measurements
02319520	FALMOUTH SPRING AT FALMOUTH		24,050				5,635		18,415	EXO2 - Temp, Cond, DO, pH
02319520	FALMOUTH SPRING AT FALMOUTH		10,710				3,940		6,770	SUNA - Nitrate
02315626	ALAPAHA RISE ABV SW 68 DR NR JASPER, FL		10,060				2,500		7,560	Temp/Cond and DCP
02322800	SANTA FE RIVER NEAR HILDRETH	30,150				11,040		19,110		DCP, index-velocity

02322800	SANTA FE RIVER NEAR HILDRETH		8,420			3,060		5,360	Temp/Cond
02323500	SUWANNEE RIVER NEAR WILCOX	30,150			15,500			14,650	index-velocity site; DCP
02323502	FANNING SPRING NR WILCOX	30,150				11,040		19,110	index-velocity site; DCP
02323502	FANNING SPRING NR WILCOX		24,050				8,560	15,490	Temp, Cond, DO, pH
02323502	FANNING SPRING NR WILCOX		10,710				4,000	6,710	Nitrate
02323505	LITTLE FANNING SPRING NR WILCOX	3,300						3,300	6 extra measurements
02326095	Econfina State Park	25,000						25,000	25000 in 2020 JFA construction and Equipment
	Econfina State Park IV	30,150			12000			18,150	
	Econfina State Park 2 levels T/SC		12,470			4,660		7,810	
02325543	Fenholloway River at Fish Camp	25,000						25,000	25000 in 2020 JFA construction and Equipment
	Fenholloway River at Fish Camp IV	30,150			12000			18,150	
	Fenholloway River at Fish Camp 2 levels T/SC		12,470			4,660		7,810	
02324170	Steinhatchee at Steinhatchee	20,000						20,000	25000 in 2020 JFA construction and Equipment
	Steinhatchee at Steinhatchee IV	30,150			12000			18,150	
	Steinhatchee at Steinhatchee 2 levels T/SC		12,470			4,660		7,810	
02323566	MANATEE SPRING NR CHIEFLAND	25,900				9,760		16,140	DCP;Well rating,includes well
02323566	MANATEE SPRING NR CHIEFLAND		24,050				8,560	15,490	Temp, Cond, DO, pH
02323566	MANATEE SPRING NR CHIEFLAND		10,710				4,000	6,710	Nitrate
292921082583285	DNR-Manatee Springs State Park Well	0						0	Well used with Manatee Springs Rating
02313700	WACCASASSA RIVER NEAR GULF HAMMOCK	30,150				11,040		19,110	index-vel site; w/ DCP
02313700	WACCASASSA RIVER NEAR GULF HAMMOCK		24,050					24,050	EXO2 - Temp, Cond, DO, pH
02323592	SUWANNEE RIVER AB GOPHER RIVER NR SUWANNEE	30,150			27,470	2,680		0	Index velocity funded through Restore
02323592	SUWANNEE RIVER AB GOPHER RIVER NR SUWANNEE		12,470					12,470	2 level T/SC
02319300	WITHLACOCHEE RIVER NEAR MADISON	1,650						1,650	3 Mis Qms
02319950	BLUE SPRINGS NEAR DELL	30,150				9760		20,390	index-velocity site; DCP
02319950	BLUE SPRINGS NEAR DELL		24,050				5,635	18,415	Temp, Cond, DO, pH
02319950	BLUE SPRINGS NEAR DELL		10,710				4,000	6,710	Nitrate
02319302	MADISON BLUE SPRING NR BLUE SPRINGS, FL	25,900				0		25,900	DCP;Well rating,includes well
02319302	MADISON BLUE SPRING NR BLUE SPRINGS, FL	3,300						3,300	add 6 additional measurements, through Nestle
02319302	MADISON BLUE SPRING NR BLUE SPRINGS, FL		24,050				0	24,050	Temp, Cond, DO, pH
02319302	MADISON BLUE SPRING NR BLUE SPRINGS, FL		10,710				0	10,710	Nitrate
302847083145401	Nestle Well NO11117015	0							Used for Madison-Blue rating
	TOTAL	901,450	593,700						
	FDEP			81,890					
	FPS				185,300				
	SRWMD						479,960	436,870	
	RESTORE				36,000				
	Cooperative Matching Funds					160,600	122,070		

	Surface Water 2021	Ground Water 2021	Water Quality 2021	Total 2021
Totals	901,450	0	593,700	1,495,150
SRWMD	479,960	0	436,870	916,830
Cooperative Matching Funds	160,600	0	122,070	282,670
Federal Priority Stream Gaging	185,300	0	0	185,300
RESTORE Funds	36,000	0	0	36,000
FDEP	47,130	0	34,760	81,890

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board

FROM: Darlene Velez, Chief, Office of Water Resources

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

DATE: July 31, 2020

RE: Agreement with United States Department of Agriculture Natural Resources Conservation Services for Monitoring Assistance

**RECOMMENDATION**

Authorize the Executive Director to enter into a five-year cooperative agreement with the United States Department of Agriculture Natural Resources Conservation Services to provide monitoring assistance for the Lower Suwannee River Watershed – Nutrient Reduction Restoration Project and to execute all documents necessary to implement including task work assignments and contract documents for a cost not to exceed \$294,000.00.

**BACKGROUND**

The United States Department of Agriculture Natural Resources Conservation Services (NRCS) requested discharge and water quality monitoring assistance from the Suwannee River Water Management District (District) for the Lower Suwannee River Watershed - Nutrient Reduction Restoration Project (Project).

The Project is a monitoring and adaptive management plan with the primary goal to improve water quality by reducing sediment and nutrient (phosphorus and nitrogen) loads to the Lower Suwannee River Watershed through the development and implementation of conservation plans on agricultural lands. These plans aim to address nutrient and sediment runoff through the implementation of conservation practices. In addition, a key component of the Project will be to evaluate the effectiveness of best management practices at improving the water quality of surface and ground water at selected sites in the Lower Suwannee River Watershed.

This agreement will provide the District with funds to monitor up to 9 surface or groundwater stations in the lower Suwannee River area near Manatee and Fanning Springs for a minimum of 3 years and up to 5 years as applicable. The Project is still in the development and planning phase and specific stations are yet to be determined. These funds will offset costs for water quality and discharge monitoring already being conducted in the project area, as well as adding new monitoring stations as identified to meet the needs of both the NRCS Project and the District's own project monitoring program.

The funding for this agreement has been included in the Fiscal Year 2020-2021 (FY 2021) Tentative Budget codes 60-2-586-1-1200-41-00, 60-1-516-0-1200-41-00, and 60-6-930-2-1200-41-00 and is contingent upon approval of the FY 2021 final budget.

DV/pf



SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board  
FROM: Hugh Thomas, Executive Director  
DATE: July 29, 2020  
RE: District's Weekly Activity Reports

Attached are the weekly District activity reports.

Please feel free to contact staff prior to the Governing Board meeting if you would like further information.

HT/rl  
Attachments



# SUWANNEE RIVER

## WATER MANAGEMENT DISTRICT

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### WEEKLY ACTIVITY REPORT TO GOVERNING BOARD FOR JUNE 21 – 27, 2020

#### Executive / Management

- Hugh Thomas, along with Projects and Communications staff, participated in the Alligator Creek (CAP Section 205) Feasibility Study teleconference.
- Hugh Thomas, Tom Mirti, and Ben Glass attended the Lafayette County Commission Meeting to present the PILT check and provide an update on the L.A. Bennett Bridge.
- Hugh Thomas participated in the UF/IFAS Water Quality conference call.
- Hugh Thomas, along with District supervisors, participated in the District HR Training Session IV – Interviewing and Hiring webinar.
- Hugh Thomas attended the FY20-21 Governing Board Budget Workshop Webinar.
- Hugh Thomas participated in the FDEP call with Chair Virginia Johns regarding the July Board Agenda.
- Hugh Thomas participated in the AWRA statewide webinar.

#### Legislative and Community Affairs

- Ben Glass virtually attended the Governor's press conferences throughout the week.

#### Administration

- The District lobby restroom construction is progressing and on schedule.

#### Finance

- Pam Shaw and Christina Green attended and presented at the FY20-21 Governing Board Budget Workshop Webinar.

#### Land Management

- Contractors continued harvesting timber on Withlacoochee Tract in Twin Rivers State Forest.
- Land Management staff assisted in completing the Lands Information Tracking System report to submit to FDEP.

#### Resource Management

- Leroy Marshall attended the Columbia High School Water Resources Engineer webinar to discuss engineering careers.
- Ashley Stefanik attended the FDOT M-CORES Suncoast Corridor online meeting to discuss guiding principles.
- Leroy Marshall hosted the FEMA Entrance online meeting to discuss audits of FEMA grants.
- Warren Zwanka attended the FDOT M-CORES Northern Turnpike online meeting to discuss guiding principles.
- Warren Zwanka participated in State Emergency Operations Center thrice weekly teleconferences to discuss COVID-19 emergency response and missions.



# SUWANNEE RIVER

## WATER MANAGEMENT DISTRICT

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### Water Resources

- No reporting activity.

### Minimum Flows and Minimum Water Levels

- No reporting activity.

### Water Supply

- Water Supply staff participated in site visits to evaluate project potential in coordination with Agriculture and Environmental Projects staff.

### Hydrological Data

- No reporting activity.

### Agriculture and Environmental Projects

- Pat Webster and Dave Christian attended a teleconference with Bradford County representatives to discuss the Downstream Alligator Creek Watershed Study.
- Pat Webster performed maintenance at the Edwards Bottomlands project site in Bradford County.
- Kris Eskelin made a site visit and inspection to the Rum Island Project.
- Matt Cantrell and Libby Schmidt attended the virtual Interagency Ag Team Meeting.
- Bob Heeke and Dave Christian performed a site inspection of the Mallory Swamp project in Lafayette County.
- Patrick Webster and Bob Heeke attended a field review of the Ogden-Green property for potential water supply development projects.
- Patrick Webster, Kris Eskelin, and Dave Christian attended a teleconference with Columbia County to discuss the Ellisville Aquifer Recharge Project.
- Pat Webster and Dave Christian performed a site visit and held a field meeting with the USACE at the CAP Alligator Creek (205) project site in Starke.

### Information Technology and GIS

- Amy Brown, Andrew Neel, and Emily Ryan participated in a web meeting with NFWFMD staff to discuss population data.
- Paul Buchanan provided zoning and future land maps for the Town of White Springs' planning meeting and workshop.
- Tyler Jordan completed software installation of Adobe Acrobat Pro on 40 computers in preparation for ADA training.

### Communications

- Communications staff met with Moore Communications via video conference to discuss campaign creative items for the NPS 319 campaign.
- Hugh Thomas and Katelyn Potter, along with the other WMDs, participated in a video conference with FDEP to discuss updates to the Protecting Florida Together website.



# SUWANNEE RIVER

## WATER MANAGEMENT DISTRICT

- Katelyn Potter met via video conference with Jamie Hosford of PRIDE Enterprises to discuss updates to District uniforms for FY21.
- Communications staff, Patrick Webster, and Kris Eskelin met via video conference with Allison Aubuchon Communications to plan and move forward the Community Projects Feature Story Campaign.
- Weekly Top Performing Post

**Suwannee River Water Management District**  
Published by Lindsey Garland [?] · June 26 at 11:05 AM · 🌐

🔥 Now Hiring! 🔥

The District is hiring a Water Resource OPSI! If you are interested in collecting and analyzing water resource data, then this is the position for YOU!

Find more information on our Careers webpage - <http://mysuwanneeriver.com/Jobs.aspx>.

**Performance for Your Post**

1,852 People Reached

63 Reactions, Comments & Shares

33 Like	14 On Post	19 On Shares
1 Love	1 On Post	0 On Shares
13 Comments	12 On Post	1 On Shares
16 Shares	16 On Post	0 On Shares

152 Post Clicks

5 Photo Views	53 Link Clicks	94 Other Clicks
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**NEGATIVE FEEDBACK**

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

Reported stats may be delayed from what appears on posts

Suwannee River Water Management District  
Public & Government Service

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

1,852 People Reached      215 Engagements      **Boost Post**

Pam Biard Pickrén, Tammy Hinkle and 13 others      3 Comments 16 Shares

Like      Comment      Share

### Announcements for the week of July 5 – 11, 2020

- The District office will remain closed to the public. Only essential staff will be present on site. Staff will continue maximize remote work options during the COVID-19 crisis.
- District Staff will present PILT checks to Suwannee and Hamilton Counties.



# SUWANNEE RIVER

## WATER MANAGEMENT DISTRICT

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### WEEKLY ACTIVITY REPORT TO GOVERNING BOARD FOR JUNE 28 – JULY 4, 2020

#### Executive / Management

- Hugh Thomas and Ben Glass attended the Gilchrist County Commission meeting to present a 2020 Payment In Lieu of Taxes.

#### Legislative and Community Affairs

- Ben Glass virtually attended the Governor's press conferences throughout the week.

#### Administration

- The District lobby restroom construction is progressing and on schedule.

#### Finance

- Pam Shaw was interviewed by Valdosta State University Master of Accountancy Student Morgan Loadholtz as part of the Finance Office outreach.

#### Land Management

- Contractors continued harvesting timber on Withlacoochee Tract in Twin Rivers State Forest.
- Land Management staff assisted in completing the Lands Information Tracking System report to submit to FDEP.

#### Resource Management

- Warren Zwanka participated in State Emergency Operations Center thrice-weekly teleconferences to discuss COVID-19 emergency response and missions.

#### Water Resources

- No reporting activity.

#### Minimum Flows and Minimum Water Levels

- No reporting activity.

#### Water Supply

- No reporting activity.

#### Hydrological Data

- Tara Rodgers and Dave Christian attended the virtual preconstruction kick-off meeting hosted by FDOT for the Hwy 301 overpass construction.

#### Agriculture and Environmental Projects

- Pat Webster attended the City of Fanning Springs monthly construction meeting.
- Pat Webster and Ben Glass attended the Lake Francis Storm Water Improvement Project teleconference with FDOT and the City of Madison.
- Pat Webster, Kris Eskelin, Libby Schmidt, Matt Cantrell, David Christian, and Ben Glass held a phone conference with the Town of Bronson to discuss funding opportunities.

#### Information Technology and GIS

- Andrew Neel provided Jefferson County parcel data to Jesse Gray of NFWMD for population data analysis for the water supply project.





# SUWANNEE RIVER

## WATER MANAGEMENT DISTRICT

- Paul Buchanan created a map of White Springs with featured parcels and flood hazard areas for Helen Miller, mayor of White Springs.

### Communications

- Katelyn Potter held a virtual meeting with Lighthouse Works! to prepare for the ADA staff training.
- Katelyn Potter met with FDEP to discuss communications projects.
- Communications staff met with Moore Communications to discuss the progress of the 319 grant.
- Lindsey Garland, Libby Schmidt, and Matt Cantrell attended the UF/IFAS Extension Columbia County ag cost-share video collaboration meeting.
- Weekly Top Performing Post

**Suwannee River Water Management District**  
Published by Lindsey Garland · July 2 at 10:19 AM

Will you be enjoying the beautiful springs, rivers and coast this weekend? Be sure to #LeaveNoLitter

**Performance for Your Post**

- 14,699 People Reached
- 8,581 3-Second Video Views
- 127 Reactions, Comments & Shares

91 Like	83 On Post	8 On Shares
3 Love	3 On Post	0 On Shares
11 Comments	8 On Post	3 On Shares
22 Shares	21 On Post	1 On Shares

**298 Post Clicks**

203 Clicks to Play	0 Link Clicks	95 Other Clicks
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**NEGATIVE FEEDBACK**

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

14,699 People Reached | 425 Engagements | Boost Again

Boosted on Jul 2, 2020 By Lindsey Covington Completed

People Reached	13.4K	ThruPlays	4.1K
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View Results

Susan Hale, James Burnett and 82 others · 7 Comments 21 Shares

Like Comment Share

Insights are recorded in the Pacific Time Zone and may not reflect the most recent data.

Create Post With Video View Promotion

### Announcements for the week of July 12 - 18

- The District office will remain closed to the public. Only essential staff will be present on site. Staff will continue to maximize remote work options during the COVID-19 crisis.
- The District will hold its monthly Governing Board Meeting and Workshop on July 14, 2020, via a Go-To Webinar beginning at 9:00 a.m.
- Ben Glass will present a PILT check to Columbia County.



# SUWANNEE RIVER

## WATER MANAGEMENT DISTRICT

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### WEEKLY ACTIVITY REPORT TO GOVERNING BOARD FOR JULY 5 – 11, 2020

#### Executive / Management

- Hugh Thomas and Ben Glass attended the Suwannee County Board of Commissioners meeting for a 2020 payment in lieu of taxes presentation.

#### Legislative and Community Affairs

- Steve Minnis held a phone meeting with Mayor Dr. Helen Miller, Town of White Springs, and Nancy Clark, Director, UF Center for Hydro-generated Urbanism regarding a potential flood protection and water quality improvement partnership.
- Ben Glass virtually attended Governor Ron DeSantis's press conferences throughout the week.
- Ben Glass attended the Hamilton County Commission meeting to present a 2020 payment in lieu of taxes presentation.
- Ben Glass virtually attended the CARES Act Funding Update given by the North Florida Economic Development Partnership.

#### Administration

- The District lobby restroom construction is progressing and on schedule.

#### Finance

- Pam Shaw and Christina Green participated on a conference call with Florida Department of Environmental Protection regarding FY21 Tentative Budget updates.

#### Land Management

- No reporting activity.

#### Resource Management

- Leroy Marshall and Mary Diaz attended the FEMA Region 4 teleconference to discuss all active District grants.
- Warren Zwanka participated in State Emergency Operations Center thrice-weekly teleconferences to discuss COVID-19 emergency response and missions.

#### Water Resources

- Darlene Velez attended the Southwest Florida Regional Ambient Monitoring Program quarterly meeting via webinar. Topics of discussion included Tampa Bay Estuary Program Tidal Creek Dashboard and fertilizer ordinance monitoring.

#### Minimum Flows and Minimum Water Levels

- No reporting activity.

#### Water Supply

- Amy Brown represented the District at a virtual advisory meeting to discuss the water school component of the Floridan Aquifer Collaborative Engagement for Sustainability (FACETS) project that will be conducted by UF/IFAS.



# SUWANNEE RIVER

## WATER MANAGEMENT DISTRICT

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### Hydrological Data

- Tara Rodgers and Fay Baird met remotely with staff from FDEP and SFWMD regarding Nexrad rainfall data and providing historical data to FDEP.

### Agriculture and Environmental Projects

- Pat Webster performed vegetation maintenance of the Edwards Bottomlands Project in Starke.
- Kris Eskelin attended the virtual Groundwater Recharge Wetland Neighborhood Workshop hosted by GRU.
- Bob Heeke inspected the flashboard structure at Brooks Sink.
- Bob Heeke and Dave Christian made a site visit and inspection of the Mallory Swamp Project in Lafayette county.
- Kris Eskelin attended the Ft. White Meeting regarding Rum Island.
- Pat Webster and Dave Christian performed maintenance of the Edwards Bottomlands Project in Bradford County.
- Matthew Cantrell attended the Levy County Soil and Water Conservation District Board meeting in Bronson.
- Kris Eskelin made a site visit and inspection of the Rum Island Restoration Project.

### Information Technology and GIS

- Tom Mirti, Paul Buchannan, Tara Rodgers, and Fay Baird participated in a web meeting with Kelly Godsey of the National Weather Service Tallahassee to review the flood extent mapping project on the Santa Fe River.
- Andrew Neel completed a GIS data request for potential SRWMD Florida Forever land acquisition projects from Dr. Matthew Cutillo, with the Florida Legislature Office of Economic and Demographic Research.
- Jon Wood and Tyler Jordan met with SJRWMD IT staff regarding their upcoming internet service provider change from AT&T to TPX.

### Communications

- Communications staff met with PHOS Creative to discuss a water quality monitoring graphic design project.
- Communications staff coordinated virtual ADA training for District staff. This training informed staff about how to make a Word document, PowerPoint presentation, and PDF document accessible to all individuals.
- Lindsey Garland coordinated a photoshoot with District staff and stakeholders within our communities for a projects editorial campaign that will be published on the District website and social media. The group met with the City of Lake City, City of High Springs, Alachua Conservation Trust and Chiefland Wastewater Facility.
- Lindsey Garland and Kris Eskelin met with Cindy Swirko, reporter at the Gainesville Sun, to discuss the partnership with GRU on creating a wetland.



# SUWANNEE RIVER

## WATER MANAGEMENT DISTRICT

- Weekly Top Performing Post

Post Details

**Performance for Your Post**

861 People Reached

45 Interactions (Comments & Shares)

4 Likes	4 On Post	0 On Shares
2 Views	2 On Post	0 On Shares
4 Shares	4 On Post	0 On Shares
0 Reactions	3 On Post	0 On Shares
20 Comments	18 On Post	1 On Shares
12 Shares	12 On Post	0 On Shares

92 Total Clicks

12 Total Views	3 Link Clicks	77 Other Clicks
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**NEGATIVE FEEDBACK**

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

### Announcements for the week of July 19 – 25, 2020

- The District office will remain closed to the public. Only essential staff will be present on site. Staff will continue to maximize remote work options during the COVID-19 crisis.
- Steve Minnis will attend the Seven Springs Department of Administrative Hearings in Tallahassee.





# SUWANNEE RIVER

## WATER MANAGEMENT DISTRICT

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### WEEKLY ACTIVITY REPORT TO GOVERNING BOARD FOR JULY 12 – 18, 2020

#### Executive / Management

- Hugh Thomas performed a site visit to the Hess Property Site in Gilchrist County.

#### Legislative and Community Affairs

- Board member Charles Keith, Hugh Thomas attended the Columbia County Board of Commissioners meeting for a 2020 payment in lieu of taxes presentation.
- Hugh Thomas and Ben Glass met with the Town of Fort White Mayor Ronnie Frazier and Clerk Connie Brecheen to present them with a deed conveying the Fort White Wellfield property to the town.
- Steve Minnis held a virtual discussion with Commissioner Stephen Walker, Jefferson County, regarding Restore Act funding for potential land acquisition projects in the county.

#### Administration

- The District lobby restroom construction is progressing and on schedule.

#### Finance

- Steve Minnis, Pam Shaw, and Christina Green participated on a conference call with Florida Department of Environmental Protection and the other WMDs regarding the FY21 Tentative Budget.
- Pam Shaw attended a virtual meeting with consultants to review Finance Team job descriptions.
- Christina Green presented the FY 2020-2021 Tentative Budget and Millage Rate to the Governing Board.
- Pam Shaw presented Inspector General Audit Report 2020-02 to the Audit Committee.
- Pam Shaw and Christina Green held a virtual meeting with project managers to review the financial status of FDEP Grants.
- Pam Shaw and Christina Green attended a virtual meeting with FDEP to discuss FY21 State Appropriation hold backs.

#### Land Management

- Contractors continued harvesting timber on Withlacoochee Tract in Twin Rivers State Forest and Gar Pond Tract.
- Contractors are completing road repairs in Mallory Swamp.
- The Suwannee Springs springhouse is closed due to damage from river flooding from Tropical Storm Cristobol. The interior of the springhouse caught branches, logs and sediment from the floodwaters. Also, boards are missing from the wooden staircase entering the spring resulting in unsafe access conditions.

#### Resource Management

- Warren Zwanka participated in State Emergency Operations Center thrice-weekly teleconferences to discuss COVID-19 emergency response and missions.

#### Water Resources

- No reporting activity.





# SUWANNEE RIVER

## WATER MANAGEMENT DISTRICT

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### Minimum Flows and Minimum Water Levels

- Robbie McKinney and Louis Mantini, along with contractors, collected data to enable future refinement of MFL parameters in the Santa Fe River. The collected data is intended for use in software designed to model aquatic biota habitat preferences (i.e., depth, velocity, and substrate), and to examine floodplain flow and inundation relationships.

### Water Supply

- No reporting activity.

### Hydrological Data

- No reporting activity.

### Agriculture and Environmental Projects

- Pat Webster, John Good, Bob Heeke, and Dave Christian met with representatives of CHW to discuss details of the Bradford County Florida Department of Economic Opportunity Grant.
- Kris Eskelin virtually attended the Columbia County Board of County Commissioners meeting.
- Kris Eskelin performed a site visit and inspection of the Rum Island project.

### Information Technology and GIS

- Paul Buchanan, Tara Rodgers, and Fay Baird coordinated tasks to fulfill data request from DEP for 5 years of the District's daily Nexrad rainfall data.

### Communications

- Throughout the week, Katelyn Potter and Lindsey Garland met with SJRWMD and Atkins Engineering to identify and develop a plan forward for ADA compliance on District websites, such as the Flood Mapping Report Tool and the E-Permitting website.
- Lindsey Garland virtually attended the monthly potable working group composed of the WMDs and FDEP. Draft versions of research graphics and outreach materials were shown to the group for initial feedback on water reuse.
- Lindsey Garland, Libby Schmidt and a UF/IFAS Columbia County Extension agent met with a local cost-share producer, Ronald Norris farm in Columbia County, to capture testimonials for an outreach video.
- Katelyn Potter and Lindsey Garland met with Trew Media to discuss the initial start of the Who We Are video. This video will bring awareness to the District and importance of protecting the area's water resources.



# SUWANNEE RIVER

## WATER MANAGEMENT DISTRICT

- Weekly Top Performing Post

**Suwannee River Water Management District** Published by Lindsey Garland (P) · July 15 ·

Florida Department of Health (DOH) in Madison and Hamilton counties have lifted the July 9 health advisory for the Withlacoochee River after recent sampling by the Florida Department of Environmental Protection and DOH.

Current bacterial levels can be found on FDEP's website - <https://bit.ly/2zn79pY>

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

**1,000** People Reached      **44** Engagements      **Boost Post**

Martha Elizabeth Mills, Donna Pestle Heaton and 8 others      3 Comments      1 Share

Like      Comment      Share

### Performance for Your Post

**1,000** People Reached

**16** Likes, Comments & Shares

<b>11</b> Likes	<b>11</b> On Post	<b>0</b> On Shares
<b>4</b> Comments	<b>4</b> On Post	<b>0</b> On Shares
<b>1</b> Shares	<b>1</b> On Post	<b>0</b> On Shares

**28** Post Clicks

<b>0</b> Photo Views	<b>5</b> Link Clicks	<b>23</b> Other Clicks
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**NEGATIVE FEEDBACK**

<b>4</b> Hide Post	<b>0</b> Hide All Posts
<b>0</b> Report as Spam	<b>0</b> Unlike Page

Reported stats may be delayed from what appears on posts

### Announcements for the week of July 26 – August 1, 2020

- The District office will remain closed to the public. Only essential staff will be present on site. Staff will continue to maximize remote work options during the COVID-19 crisis.

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

**MEMORANDUM**

TO: Governing Board  
FROM: Hugh Thomas, Executive Director  
DATE: July 30, 2020  
RE: Statement of Agency Organization and Operation

**RECOMMENDATION**

Accept the Statement of Agency Organization and Operation.

**BACKGROUND**

The Statement of Agency Organization and Operation (statement) is issued and maintained as required by sections 120.53 and 120.54, Florida Statutes (F.S.), and chapter 28-101, Florida Administrative Code (F.A.C.). This statement intends to assist the public in understanding how the District operates, its program and organization, and how to do business or interact with the District, specifically regarding permits, variances, and appeals.

Florida Statutes requires the statement be posted on the District website. The revised version will replace an existing statement which no longer accurately reflects the organizational structure, permitting and appeals processes, and services of the District.

Select the following link to view a draft version of the plan - [Statement of Agency Organization and Operation](#).

HT/kcp