

AGENDA
SUWANNEE RIVER WATER MANAGEMENT DISTRICT
SUPPLEMENTAL 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/6740498168885478159>

Separate Call-In Number for Audio

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

Public Comment Form Link: www.MySuwanneeRiver.com/Comments

August 27, 2020
Following Audit Committee Meeting

District Headquarters
Live Oak, Florida

1. Call to Order
2. Roll Call
3. Announcement of any Amendments to the Agenda by the Chair
Amendments Recommended by Staff: None
4. Public Comment
5. Consideration of the following Items Collectively by Consent:
 - Agenda Item No. 7 - Inspector General Audit Report #20-03 – Motor Vehicle Usage and Maintenance and Tangible Personal Property
 - Agenda Item No.8 - Annual Report of District Inspector General Activities for the Fiscal Year 2019-2020
 - Agenda Item No.9 - Inspector General Three-Year Audit Plan for Fiscal Years 2021 to 2023 and the Fiscal Year 2020-2021 Internal Audit Work Plan

BUSINESS AND COMMUNITY SERVICES
Steve Minnis, Deputy Executive Director

Administration

- BCS Page 1 6. Release of Confidential Appraisal Report on the Madison Avenue, LLC., Conservation Easement, Levy County

Finance

- BCS Page 2 7. Inspector General Audit Report #20-03 – Motor Vehicle Usage and Maintenance and Tangible Personal Property – **Recommend Consent**
- BCS Page 10 8. Annual Report of District Inspector General Activities for the Fiscal Year 2019-2020 – **Recommend Consent**

BCS Page 17 9. Inspector General Three-Year Audit Plan for Fiscal Years 2021 to 2023 and the Fiscal Year 2020-2021 Internal Audit Work Plan – **Recommend Consent**

Resource Management

BCS Page 22 10. Rulemaking to Amend Rules 40B-4.1020, 40B-4.1040, 40B-4.1100, 40B-4.1110, and 40B-4.3000 for Works of the District Permits

WATER AND LAND RESOURCES
Tom Mirti, Deputy Executive Director

Water Resources Program

WLR Page 1 11. Contract with Vieux & Associates, Inc., for Purchase of Gage-Adjusted Radar-Rainfall Data for Fiscal Years 2020-2021 and 2021-2022

EXECUTIVE OFFICE
Hugh Thomas, Executive Director

- EO Page 1 12. Temporary Delegation of Additional Authority
13. Announcements
14. Governing Board Comments

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

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

15. 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

MEMORANDUM

TO: Governing Board

FROM: Stephen Schroeder, Chief, Office of Administration

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

DATE: August 18, 2020

RE: Release of Confidential Appraisal Report on the Madison Avenue, LLC.,
Conservation Easement, Levy County

RECOMMENDATION

Authorize the Executive Director to release the confidential and exempt appraisal acquired on Madison Avenue, LLC Conservation Easement in Levy County at his discretion in accordance with section 373.139 Florida Statutes.

BACKGROUND

The District, through its contractor, North Florida Land Trust (NFLT) has been engaged in negotiations and assessment for the acquisition of a Conservation Easement over a 2,015 +/- acre parcel of real property located in Levy County. NFLT has received an appraisal on the parcel and the offeror has requested a copy of the appraisal.

Section 373.139, Florida Statutes, provides that appraisal reports in less than fee acquisition transactions are exempt and confidential from disclosure to the private landowner. The Statute goes on the permit disclosure if the District determines that the disclosure will bring the proposed acquisition to closure. The exempt and confidential status under the statute remains in effect until an option contract is executed or, if no option contract is executed, until 30 days before a contract or agreement for purchase is considered for approval by the governing board.

SCS/tm
File #19-015

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: August 18, 2020

RE: Inspector General Audit Report #20-03 – Motor Vehicle Usage and Maintenance and Tangible Personal Property

RECOMMENDATION

Approve Audit Committee recommendation regarding the acceptance of the Inspector General Audit Report #20-03 from Law, Redd, Crona & Munroe, P.A. Inspector General .

BACKGROUND

Pursuant to the Inspector General's Three-Year Internal Audit Plan for Fiscal Years 2020 to 2022 and the Fiscal Year 2019-2020 Internal Work Plan approved by the Governing Board on October 10, 2019, the Inspector General conducted internal audit procedures to review the District's policies and procedures and internal control processes related to motor vehicles and tangible personal property. The Audit Committee selected this item to be included in the Audit Plan and Work Plans based on the Inspector General's risk assessment activities and discussion with District Management.

The scope of this audit included tests of vehicle use logs, maintenance transactions, tangible personal property acquisitions, dispositions, physical inventory, and recordkeeping. The audit was conducted in accordance with the International Standards for the Professional Practice of Internal Auditing and generally accepted Government Audit Standards.

The Inspector General's report contains no findings.

PS/tm
Attachment

**SUWANNEE RIVER WATER
MANAGEMENT DISTRICT**

**REPORT ON INTERNAL AUDIT OF
MOTOR VEHICLE USAGE AND MAINTENANCE
AND TANGIBLE PERSONAL PROPERTY**

REPORT #20-03

July 20, 2020

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

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

We have performed internal audit procedures at the Suwannee River Water Management District (District) to review the District's policies and procedures and internal control processes related to motor vehicles and tangible personal property.

We conducted this audit in accordance with the International Standards for the Professional Practice of Internal Auditing and generally accepted *Government Auditing Standards*. Those standards require we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

The scope and objectives of the internal auditing services are described in the accompanying report, which presents our analysis and is organized as follows:

- Background
- Objectives, Scope, and Methodology
- Summary of Results

The procedures we performed were applied to the District's internal controls related to motor vehicles and tangible personal property. These procedures were accomplished by:

- Obtaining and inspecting the District's policies and procedures;
- Discussions with District staff;
- Testing motor vehicle usage and maintenance logs;
- Testing fixed asset acquisitions and dispositions during the fiscal year, as well as comparing the year-end fixed asset reconciliation to the fixed asset software.

Our procedures were not designed to express an opinion on the overall internal control environment or the internal control and fraud risk associated with the District, and we do not express such an opinion. Additionally, because of inherent limitations associated with internal control systems, errors or fraud may occur and not be prevented or detected by internal controls. Also, projections of any evaluation of the controls to future periods are subject to the risk that procedures may become inadequate because of changed conditions.

This report is intended solely for the information and use of the Governing Board and District management, and is not intended to be used by anyone other than these specified parties.

Law Redd Crona + Munroe P.A.

LAW, REDD, CRONA & MUNROE, P.A.
Tallahassee, Florida
July 20, 2020

BACKGROUND

Motor Vehicle Usage and Maintenance

The Suwannee River Water Management District maintains an inventory of motor vehicles. Some vehicles are considered “pool vehicles” and are available for reservation by employees for official business purposes, while other vehicles are assigned to specific divisions and shared by staff for division-specific activities. Usage and maintenance of District owned and leased motor vehicles is governed by the District’s Policies and Procedures.

The District’s Pool vehicles are reserved using a Microsoft Outlook Calendar. Authorization for vehicle use is only required if the vehicle is taken overnight or out of the District’s area of responsibility, in which case the employee’s travel authorization form approves the use of the District vehicle. If the vehicle is not taken overnight or out of the District’s area of responsibility, no authorization is required.

Tracking of vehicle use was a manual process until February 2020, when the District went fully digital. Electronic vehicle usage logs are now utilized to track the daily use of pool vehicles. The logs include the vehicle number, name of operator, start date and time, starting and ending mileage, destination, whether or not the vehicle was taken overnight, and public purpose.

On a monthly basis, the consolidated vehicle log reports are reviewed by the District and reconciled to the fuel purchase card invoices. The review process includes reviewing the logs for completeness, which includes the public purpose, destination, date/time and mileage. The overnight and business overnight columns are also reviewed and the fleet tracking software is checked to ensure the authorization for the overnight use is uploaded to the software. The reviewed consolidated report then goes to the Finance department with the fuel purchase card invoice for filing.

Tangible Personal Property

State of Florida requirements for the management of tangible personal property owned by local governments are set forth in Chapter 274, Florida Statutes, and Department of Financial Services Rule 69I-73, Florida Administrative Code. Suwannee River Water Management District's Policies and Procedures for Property addresses requirements for property acquisition and recording; maintaining a property inventory system; conducting an annual physical inventory; and disposal of surplus of property.

The Property Administrator/Custodian maintains a detailed subsidiary of all property identified as District operating capital outlay (fixed assets) in the accounting system software. Receiving forms are used to document when property has been ordered and received by District staff. The asset serial number, tag number, and location of asset tag is recorded on the receiving form. Each asset is also assigned a location or room number and a responsible party who will use the asset or who will be in charge of the physical inventory for that item, which will also be documented on the receiving form. After the receiving form is completed and reviewed by Procurement staff and the Property Administrator, the asset and all related data is then entered into the property inventory system.

OBJECTIVES, SCOPE AND METHODOLOGY

The overall objectives of this audit were to evaluate selected District internal controls over motor vehicle usage and maintenance and tangible personal property, as set forth in the District's policies and procedures manual. The scope of this audit included tests of vehicle use logs, maintenance transactions, tangible personal property acquisitions, dispositions, physical inventory and recordkeeping.

To achieve our audit objectives for motor vehicle use and maintenance, we conducted the following procedures:

- 1) Tested District compliance with selected motor vehicle usage and maintenance policies and procedures.
 - a. Inspected policies and procedures outlining motor vehicle usage and maintenance.
 - b. Inquired of District Chief Financial Officer regarding the process for approval and review of motor vehicle usage and maintenance.
 - c. Selected a sample from vehicle usage logs to determine proper completion and authorization by supervisor and/or Fleet Manager.

- 2) Tested the reasonableness of motor vehicle repair and maintenance costs.
 - a. Obtained motor vehicle service log for the period of October 1, 2019 through March 31, 2020.
 - b. Selected a sample of maintenance costs to test for reasonableness of services performed.

Motor Vehicle Usage and Maintenance and Tangible Personal Property

To achieve our audit objectives for tangible personal property, we conducted the following procedures:

- 1) Obtained an understanding of the District's tangible personal property management and recordkeeping process.
 - a. Inspected policies and procedures outlining the processes for tangible personal property acquisition, disposition, and recordkeeping.
 - b. Inquired of District CFO regarding the processes for tangible personal property.
- 2) Examined and agreed the reconciliation of accounting records from the general ledger for the period 10/1/18-9/30/19 with the District's subsidiary property records in the accounting system software for the fiscal year ended 9/30/19.
- 3) Tested a sample of fixed asset additions.
 - a. Inspected the receiving form, noting it was properly completed and signed by the District staff who received the property.
 - b. Verified that the asset receiving form included documentation of the District staff responsible for the asset and the assigned room number, if applicable.
 - c. Inspected procurement documentation for approval by the Procurement Coordinator.
 - d. Verified that the asset was properly entered into the inventory system.
- 4) Tested a sample of fixed asset dispositions.
 - a. Reviewed request for surplus, noting it contained a description of the item, property control number, age, cost, estimated current value, and reason for determination to surplus the item.
 - b. Reviewed Governing Board approval to surplus or dispose of the asset.
 - c. Reviewed Certification of Surplus Property form, if applicable, noting the asset tag was removed from the asset and affixed to the form.
 - d. Verified that the asset was properly removed from the official property inventory records.
 - e. Verified that the disposition was in accordance with Chapters 274.05-274.07 of the Florida Statutes.
- 5) Reviewed District records to determine if annual physical inventories are being conducted.

SUMMARY OF RESULTS

Based on the results of our procedures outlined above, the District's policies, procedures and system of control over the motor vehicle usage and maintenance and tangible personal property processes are well documented and followed accordingly.

We wish to take this opportunity to thank the staff for their helpfulness and cooperation in this endeavor. If there are any questions regarding our findings or recommendations, please feel free to call Richard Law or Jon Ingram.

Law Redd Crona + Munroe P.A.

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

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: August 18, 2020
RE: Annual Report of District Inspector General Activities for the Fiscal Year 2019-2020

RECOMMENDATION

Approve Audit Committee recommendation regarding the acceptance of the Annual Report of the District Inspector General Activities for the Fiscal Year 2019 – 2020 from Law, Redd, Crona & Munroe, P.A.

BACKGROUND

Pursuant to Section 20.055(8), Florida Statutes, and Section 6 of District contract 12/13-040, Law, Redd, Crona & Munroe, P.A., prepared the attached Annual Report of District Inspector General Activities for Fiscal Year ending September 30, 2020, dated July 27, 2020.

The report is a summary of activities completed by the Inspector General including three audit reports:

- Report No. 20-01, Follow-up Report on District Corrective Actions Regarding Prior Internal Audit Findings
- Report No. 20-02, Follow-up on District Corrective Actions Regarding Auditor General Report No. 2020-106
- Report No. 20-03, Internal Audit of Motor Vehicle Usage and Maintenance and Tangible Personal Property

PS/tm
Attachment

**SUWANNEE RIVER
WATER MANAGEMENT DISTRICT**

**ANNUAL REPORT
OF
DISTRICT INSPECTOR GENERAL ACTIVITIES**

**For the Fiscal Year Ending
September 30, 2020**

July 27, 2020

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

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

Pursuant to Section 20.055(8), Florida Statutes, and Section 6 of the agreement with the District to serve as your Inspector General, we are pleased to present this Annual Report of District Inspector General Activities for the fiscal year ending September 30, 2020. Thank you for the opportunity to work with you and management in promoting accountability, integrity, and efficiency at the District.

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

Sincerely,

LAW, REDD, CRONA & MONROE, P.A.
Tallahassee, Florida
July 27, 2020

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT
ANNUAL REPORT OF DISTRICT INSPECTOR GENERAL ACTIVITIES
July 27, 2020**

INTRODUCTION

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

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

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

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT
ANNUAL REPORT OF DISTRICT INSPECTOR GENERAL ACTIVITIES
July 27, 2020**

ASSIGNED STAFF

During the fiscal year ending September 30, 2020, the following LRCM personnel worked on District Inspector General activities:

Name	Position	Certifications
Francis Marvin Doyal	District Inspector General	Certified Public Accountant Certified Inspector General
Richard Law	Managing Partner	Certified Public Accountant
Jon Ingram	Information Technology Audit Manager	Certified Public Accountant Certified Information Systems Auditor
Shelby Brown	Senior Auditor	

INSPECTOR GENERAL ACTIVITIES

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

- Conducted a risk assessment and based on the results of the risk assessment, prepared a general internal audit plan for the three fiscal years ending September 30, 2022, and a detailed internal audit plan for the fiscal year ending September 30, 2020. The audit plans were approved by the Governing Board on October 10, 2019.
- Performed three internal audits, as described in the following section.

The District Inspector General received one complaint during the fiscal year, a referral from the Chief Inspector General of the Executive Office of the Governor. The complaint was also referred to the Inspectors General of two State agencies. Upon review of the complaint, the District Inspector General concluded that there was no basis for opening an investigation at the District at this time. Specific details are not disclosed as some matters remain open for other agencies.

INTERNAL AUDITS PERFORMED IN 2019-20

Report No. 20-01, Follow-up Report on District Corrective Actions Regarding Prior Internal Audit Findings

This follow-up was conducted pursuant to Section 20.055(8)(c)4., Florida Statutes and the District’s internal audit activity charter. Our report noted that the District continues to

SUWANNEE RIVER WATER MANAGEMENT DISTRICT
ANNUAL REPORT OF DISTRICT INSPECTOR GENERAL ACTIVITIES
July 27, 2020

make progress in addressing the findings and recommendations disclosed in our internal audit reports issued during the period October 1, 2015, through September 30, 2019. Most of the prior internal audit findings have been resolved, while corrective action is still in progress with regard to information technology (IT) controls in the areas of protecting administrator login accounts and IT risk assessment.

Report No. 20-02, Follow-up on District Corrective Actions Regarding Auditor General Report No. 2020-106

Section 20.055(6)(h), Florida Statutes requires Inspectors General to follow up and report on the status of management's corrective action taken on findings of the Auditor General. This audit focused on the status of District corrective actions taken on the findings and recommendations in the Auditor General's operational audit report No. 2020-106, dated January 2020. We found that District management has corrected all the findings in the Auditor General's report.

Report No. 20-03, Internal Audit of Motor Vehicle Usage and Maintenance and Tangible Personal Property

This audit focused on selected District internal controls over motor vehicle usage and maintenance and tangible personal property, as set forth in the District's policies and procedures manual. Our audit disclosed that the District's policies, procedures, and system of control over the motor vehicle usage and maintenance and tangible personal property processes and well documented and followed accordingly.

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: August 18, 2020

RE: Inspector General Three-Year Audit Plan for Fiscal Years 2021 to 2023 and the Fiscal Year 2020-2021 Internal Audit Work Plan

RECOMMENDATION

Approve Audit Committee recommendation regarding the acceptance of the Inspector General's Three-Year Audit Plan for Fiscal Years 2021 to 2023 and the Fiscal Year 2020-2021 Internal Work Plan for Law, Redd, Crona & Munroe, P.A.

BACKGROUND

Law, Redd, Crona & Munroe, P.A., Inspector General, prepared a Three-Year Internal Audit Plan for Fiscal Years 2021 to 2023 (attached) with a list of recommended future audit topics for the Audit Committee's consideration. The topics were identified based on the Inspector General's risk assessment activities and discussion with District management.

The Inspector General also prepared the Fiscal Year 2020-2021 Internal Audit Work Plan (attached) for the Audit Committee's review and approval.

PS/tm
Attachments

Suwannee River Water Management District
Three Year Internal Audit Plan
For the Fiscal Years Ending September 30, 2021 through September 30, 2023

1. 2021
 - a. Update Risk Assessment
 - b. Follow-up on Prior Internal Audit Findings
 - c. IT and Cybersecurity Controls
 - d. Annual Report of IG Activities

2. 2022
 - a. Update Risk Assessment
 - b. Follow-up on Prior Internal Audit Findings (if any)
 - c. Payroll/HR Procedures
 - d. Annual Report of IG Activities

3. 2023
 - a. Update Risk Assessment
 - b. Follow-up on Prior Internal Audit Findings (if any)
 - c. Six Month Follow-up on Auditor General Findings (if any)
 - d. Internal Audit – topic to be selected by Audit Committee
 - e. Annual Report of IG Activities

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

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

Land Acquisitions

Land Surplus

Conservation Easement Review

Recreation and Maintenance Contracts

Timber Contracts

Accounts Payable Procedures

Business Continuity and Emergency Response Planning

**SUWANNEE RIVER WATER MANAGEMENT DISTRICT
2021 INTERNAL AUDIT WORK PLAN**

Audit Area	Tentative Work Plan	Planned Start Date	Estimated Hours
Risk Assessment and Planning	<ul style="list-style-type: none"> - Discussions with District CFO and other management as necessary - Other risk assessment procedures - Identify areas of concern - Design of specific audit procedures - Presentation of audit plans to Governing Board's Audit Committee 	July/August 2020	20
Follow-up on Prior Internal Audit Findings	<ul style="list-style-type: none"> - Review status of District corrective action toward the observations and recommendations in prior internal audit report No. 17-01, Information Technology Controls that were unresolved as of our 2019 follow-up review. 	November 2020	10
Information Technology (IT) and Cybersecurity Controls	<ul style="list-style-type: none"> - Review District IT and cybersecurity controls in the following categories set forth in the National Institute of Standards and Technology (NIST) <i>Framework for Improving Critical Infrastructure Cybersecurity</i>: <ul style="list-style-type: none"> o Identify o Protect o Detect o Respond o Recover <p>(see Attachment A for related IT/cybersecurity control objectives for each category)</p>	January 2021	80
Discretionary	<ul style="list-style-type: none"> - Reserved for procedures to be performed at the discretion of the Inspector General without the prior knowledge of management. - Perform additional procedures as deemed necessary as a result of other procedures performed or at the request of the Governing Board, management, and/or external auditor. 	October 2020 – September 2021	15
Reporting	<ul style="list-style-type: none"> - Preparation of Internal Audit Reports - Presentation of Draft Reports to District CFO - Presentation of Final Audit Reports to Audit Committee - Presentation of Annual Report of IG Activities to Audit Committee 	October 2020 - September 2021	40

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

Estimated Blended Hourly Rate

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

ATTACHMENT A
IT AND CYBERSECURITY CONTROL OBJECTIVES

1. Identify: A sufficient understanding of the organization, including its business environment, resources, and related cybersecurity risks, has been developed to provide a foundation for managing risks.
2. Protect: Appropriate safeguards have been implemented to limit or contain the impact of a potential cybersecurity event and ensure delivery of critical services.
3. Detect: Appropriate activities have been implemented to timely identify the occurrence of a cybersecurity event.
4. Respond: Appropriate activities have been implemented to contain or reduce the impact of a detected cybersecurity event.
5. Recover: Appropriate activities and plans have been put in place to help the entity resume normal operations in a timely manner after a cybersecurity event.

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: August 18, 2020

RE: Rulemaking to Amend Rules 40B-4.1020, 40B-4.1040, 40B-4.1100, 40B-4.1110, and 40B-4.3000 for Works of the District Permits

RECOMMENDATION

Authorize staff to publish a Notice of Rule Development to amend Works of the District rules 40B-4.1020, 40B-4.1040, 40B-4.1100, 40B-4.1110, and 40B-4.3000, Florida Administrative Code; publish a Notice of Proposed Rule for the amendments; file the proposed amendments and any changes that do not change the intent of the rulemaking with the Department of State if no objections are received; and authorize the Executive Director to certify that violations of the amended rules would not be minor violations pursuant to section 120.695, Florida Statutes.

BACKGROUND

The intent of the rule amendments shown in Attachment A are as follows:

- 40B-4.1020, Florida Administrative Code (F.A.C.) -Definitions amendments clarify terms used in rule and include new definitions for 'top of bank' and '75-foot setback.'
- 40B-4.1040, F.A.C. - Permits Required amendments explain the relationship between WOD permits and Sovereign Submerged Lands (SSL) authorizations.
- 40B-4.1100, F.A.C. -Duration of Permits amendments extend Works of the District (WOD) permit durations from three to five years, consistent with Environmental Resource Permit durations.
- 40B-4.1110, F.A.C. - Modification of Permits amendments create a less-restrictive 'minor modification' permit type if the previously permitted project meets WOD exemption or Noticed General criteria.
- 40B-4.3000, F.A.C. - Adopted Works of the District amendments clarify that Federal Emergency Management Agency (FEMA) flood maps are used to establish the floodways listed in this rule.

These amendments largely clarify existing rule or reduce regulatory burdens; therefore, staff has determined that the requested rulemaking will have no adverse impact on the regulated public.

WZ/tm
Attachment

ATTACHMENT A

CHAPTER 40B-4 WORKS OF THE DISTRICT PERMITS

40B-4.1020 Definitions.

(1) “75-Foot Setback” means the front 75 feet of an area immediately adjacent to and including the recognized top of bank of the river.

~~(2)~~(4) “100-Year Flood/One Percent Annual Chance of Flood” means that flood which has a one-percent probability of recurrence in any one year. The 100-year flood/one percent annual chance of flood elevation is the highest elevation of flood waters during the 100-year flood/one percent annual chance of flood and is calculated or estimated from the best available information. The 100-year flood/one percent annual chance of flood elevation shall not include coastal storm surge elevations unless such elevations have been developed in an approved Federal Emergency Management Agency Flood Insurance Study and such approved storm surge elevations have been accepted for implementation by the appropriate unit of local or state government.

~~(3)~~ “Commercial” means any place of commerce, business, structure, or activity that generates revenue or income by any means or serves as an accessory activity or facility to any revenue-generating or income-producing operation; and not as a single-family residence.

~~(4)~~(2) “Clearing” means removal of either vegetation or residential and non-residential structures for any purpose other than perpetual agricultural or silvicultural activities. Clearing includes, but is not limited to, cutting brush, removal of trees, burning, root-raking, de-stumping, land leveling, earthwork, chopping, grinding, and any other activity intended to convert property from its current condition to a developable condition.

~~(5)~~(3) “Conversion” means a man-made change to a wetland as defined in Section 373.019(22), F.S., or surface water by draining, filling, or other means which results in the permanent change of the wetland or surface water to an upland.

~~(6)~~(4) “Development” means any man-made change to improved or unimproved real estate within a Work of the Districtwork of the district including but not limited to, construction of surfacewater management systems, works, appurtenant works, residential and non-residential structures, redistribution of onsite material, mining, dredging, filling, grading, paving, excavation, drilling operations, development of sewage disposal systems, or the alteration of the topography of a tract of land for purposes consistent with the occupation of agriculture, silviculture, floriculture, or horticulture including agricultural closed systems.

~~(5)~~ “Direct Hydrologic Connection” means a natural connection which occurs on an average of 30 or more consecutive days per year. In the absence of reliable hydrologic records, a continuum of naturally occurring wetlands may be used to establish a direct hydrologic connection.

~~(7)~~ “Dock” means a fixed or floating structure, including access walkways, terminal platforms, catwalks, mooring pilings, lifts, davits and other associated water-dependent structures, used for mooring and accessing vessels.

~~(8)~~(6) “Engineer” means a professional engineer registered in Florida, or other person exempted pursuant to the provisions of Chapter 471, F.S., who is competent in the fields of hydrology and stormwater control.

~~(9)~~(7) “Floodway” or “Regulatory Floodway” means the channel of a river, stream, or other watercourse and adjacent land areas that must be reserved in order to discharge the 100-year flood/one percent annual change of flood without cumulatively increasing the 100-year flood/one percent annual chance of flood elevation more than a designated height. Unless otherwise noted, all regulatory floodways in the Suwannee River Water Management District provide for no more than one-foot rise in water surface elevations.

~~(10)~~(8) “Governing Board” means the governing board of a water management district. Unless used in a different context, “governing board” or “board” means the governing board of the Suwannee River Water Management District.

~~(9)~~ “Minimum Rate of Flow” means the limit at which further withdrawals from a stream or other watercourse would be significantly harmful to water resources or ecology of the area.

~~(11)~~(4) “New Development” means any development as defined herein which:

(a) Was not complete on the effective date of this chapter; or

(b) Involves substantial improvement to any structure in a Works of the Districtwork of the district; or

(c) Involves alteration of any work or appurtenant works or surfacewater management system in a Work of the Districtwork of the district.

~~(12)~~ “Non-residential Structure” means any structure or building, including but not limited to, any storage facility, pole barn, shed, barn, or any structure used or intended to be used as storage or for parking of vehicles.

~~(13)(14)~~ “Obstruction” means any redistributed onsite material, fill, residential or non-residential structure, work, appurtenant work, or surfacewater management system placed in waters, a floodway, or a Work of the District~~work of the district~~ which may impede the flow of water or otherwise result in increased water surface elevations.

~~(14)~~ “Obstruction Shadow” means the bounds created by the largest area of cross-sectional obstruction perpendicular to the flow of any of the regulatory rivers in the floodway.

~~(15)~~ “Pedestrian Access” means a narrow strip of land that provides access to the river by foot.

~~(16)(12)~~ “Project Area” means the total land area owned or controlled by the applicant which will be serviced or affected by a surfacewater management system or work.

~~(17)(13)~~ “Registered Professional” means a professional registered or licensed by and in the State of Florida and practicing under Chapter 471, 472, 481, or 492, F.S.

~~(18)~~ “Residential Structure” means any structure, or building, used, or intended to be used for human occupancy as a single-family residence, whether occupied or not.

~~(14)~~ “Structure” means ~~anything constructed, installed, or portable, the use of which requires a location on a parcel of land. It includes a movable structure while it is located on the land which can be used for housing, business, commercial, agricultural, or office purposes either temporarily or permanently.~~

~~(19)(15)~~ “Substantial Improvement” means any repair, reconstruction, rehabilitation or improvement of a structure, the cost of which exceeds, over a five year period a cumulative total of 50 percent of the market value of the structure either: that exceeds 50% of the portion of the structure obstructing the floodway.

(a) Before the improvement or repair is started; or

(b) If the structure has been damaged and is being restored, before the damage occurred.

For the purposes of this definition, “substantial improvement” is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of a building commences whether or not that alteration affects the external dimensions of the building. The term does not, however, include either any project for improvement of a structure to comply with existing state or local health, sanitary, or safety code specifications which are necessary to assure safe conditions or any alteration of a structure listed on the National Register of Historic Places.

~~(20)~~ “State-owned submerged lands” or “sovereignty submerged lands” means those lands including but not limited to, tidal lands, islands, sand bars, shallow banks, and lands waterward of the ordinary or mean high water line, beneath navigable fresh water or beneath tidally-influenced waters, to which the State of Florida acquired title on March 3, 1845, by virtue of statehood, and which have not been heretofore conveyed or alienated; and shall include all submerged lands title to which is held by the Board.

~~(21)(16)~~ “Surveyor” or “Professional Land Surveyor” means a person who is registered to engage in the practice of land surveying under Sections 472.001 through 472.039, F.S.

~~(22)~~ “Temporary Structure” means any road-ready structure, such as a camper or RV, that is properly licensed and registered with any state department of motor vehicles.

~~(23)~~ “Top of Bank” means that vertical point of a river bank where there is an abrupt change in slope observed when travelling waterward.

~~(24)(17)~~ “Water Management District” means any flood control, resource management, or water management district operating under the authority of Chapter 373, F.S. Unless otherwise stated, water management district or ~~District~~district shall refer to the Suwannee River Water Management District.

~~(25)(18)~~ “Work” or “Works” means all artificial structures, including, but not limited to, ditches, canals, conduits, channels, culverts, pipes, and other construction that connects to, draws water from, drains water into, or is placed in or across the waters in the state and includes all types of dredging and filling to create, remove, or located in, on, or over wetlands or other surface waters.

~~(26)(19)~~ “Work of the District” means those projects and works including, but not limited to, residential and non-residential structures, impoundments, wells, streams, and other watercourses, together with the appurtenant facilities and accompanying lands, which have been officially adopted by the governing board as Works of the District~~works of the district~~. Works of the District~~district~~ officially adopted by the board are adopted by rule in Rule 40B-4.3000, F.A.C., of this chapter.

Rulemaking Authority 373.044, 373.113, 373.171 FS. Law Implemented 373.019, 373.403 FS. History—New 9-25-85, Amended 12-22-92, 10-3-95, 5-13-07, 2-28-12, 10-14-13, [DATE].

40B-4.1040 Permits Required.

(1) Permits are required as follows:

(a) Works of the ~~District~~district permit prior to initiating any project which involves draining, developing, construction of roads or bridges, commercial or industrial developments, and agricultural or forestry activities, including dredging of filling, or the construction, alteration, maintenance operation, or abandonment of any dams, impoundment reservoir, appurtenant works, works or surfacewater system.

(b) When the need to obtain a ~~Works of the District~~works of the district permit is in conjunction with the requirements for obtaining an environmental resource permit or a state-owned submerged lands authorization, application shall be made and shall be considered by the ~~District~~district as part of the request for an environmental resource permit application. In such cases the environmental resource permit shall include the requirements of this chapter and the state-owned submerged lands authorization. In instances when requirements of this chapter or the state-owned submerged lands authorization conflict with requirements to obtain an environmental resource permit, the more stringent requirement shall be followed. Otherwise, a separate ~~Works of the District~~works of the district permit must be obtained.

(c) When the need to obtain a Works of the District permit does not require an environmental resource permit, the state-owned submerged lands authorization and the environmental resource permit exemption shall be obtained concurrently with the Works of the District permit. Where requirements of this chapter and the appropriate state-owned submerged lands authorization conflict, the more stringent requirement shall be followed.

(2) Works of the District permits may be issued in one of five forms as follows:

(a) through (d) no change,

(e) Abandonment permits are issued for projects which propose to remove works or development in a ~~Work of the District~~work of the district.

(3) Specific procedures, noticing or application requirements, and conditions for issuance of ~~Works of the District~~works of the district permits are detailed in Rule 40B-1.703, F.A.C., and Part III of this chapter including any materials adopted by reference thereto.

Rulemaking Authority 373.044, 373.113, 373.171 FS. Law Implemented 373.084, 373.085, 373.086, 373.413, 373.416, 373.426 FS. History—New 9-25-85, Amended 12-22-92, 10-3-95, 10-18-04, 10-14-13, [DATE].

40B-4.1100 Duration of Permits.

(1) The standard duration of permits issued pursuant to this chapter shall be as follows.

(a) ~~Five~~Three years duration for noticed general, general, and individual permits authorizing the construction or alteration of a work or development in a ~~Works of the District~~works of the district. When a permit is issued for construction or alteration and the subsequent operation and maintenance, the portion of the permit authorizing construction or alteration shall be limited to ~~five~~three years from the date of issuance. The portion of the permit for the subsequent operation and maintenance shall be perpetual.

~~(b) Three years duration for general permits authorizing the construction or alteration of a work or development in a works of the district. When a permit is issued for construction or alteration and the subsequent operation and maintenance, the portion of the permit authorizing construction or alteration shall be limited to three years from the date of issuance. The portion of the permit for the subsequent operation and maintenance shall be perpetual.~~

~~(c) Five years' duration for individual permits authorizing the construction or alteration of a work or development in a works of the district. When a permit is issued for construction or alteration and the subsequent operation and maintenance, then the portion of the permit authorizing construction or alteration shall be limited to five years from the date of issuance. The portion of the permit for the subsequent operation and maintenance shall be perpetual.~~

~~(b)(d)~~ Five years' duration for conceptual permits unless, within that period, application for a ~~Works of the District~~works of the district permit for any part of the project is filed. If the aforementioned permit application is filed, the conceptual permit is valid for the duration of the project or for twenty (20) year from issuance, whichever is less.

~~(c)(e)~~ Five years duration for abandonment permits to remove a work or development in a ~~Work of the District~~work of the district.

(2) no change.

~~(3) Permits shall not be extended.~~

Rulemaking Authority 373.044, 373.113 FS. Law Implemented 373.084, 373.085, 373.413, 373.416, 373.426 FS. History—New 9-25-85, Amended 12-22-92, 9-13-04, 10-14-13, [DATE].

40B-4.1110 Modification of Permits.

(1) no change.

(2) The ~~District~~district has the authority to modify a permit issued pursuant to this chapter at any time if it determines that the work or development in a ~~Work of the District~~work of the district is in violation of any ~~District~~district rule, order or a condition of the permit and has or may become a danger to public health or safety. Before any such modification, the ~~District~~district shall give affected persons notice of the proposed modification with the reasons for such modification and reference to applicable ~~District~~district rule, order, or permit conditions. The notice shall state that affected persons may request an administrative hearing by filing a petition for such hearing with the ~~District~~district. In no event shall the time for filing said petitions be more than 14 days from the date the notice was sent or published, and no such modification shall be made without a hearing if requested.

(3) When the executive director or their designee determines that the danger to the public is imminent or that violations to these rules will result in adverse impacts to adjacent landowners, he shall order a temporary suspension of construction, alteration, repair, or operation of the work or development in a ~~Work of the District~~work of the district; or he shall specify temporary conditions for continued operation, alteration, repair, or development until a hearing is complete or the ~~District~~district otherwise issues a final order; or the executive director may take appropriate action pursuant to Rule 40B-4.1170, F.A.C.

(4) Requests to modify a permit issued pursuant to this Chapter are classified as major modifications unless they meet the criteria in (5) below. Major modifications of Requests to modify permits for construction or operation permits shall meet the criteria of this Chapter. may be made by application or by letter. Applications to modify permits shall be made by permittees in the same manner as the original permit. Letter requests to modify permits shall be used if the proposed modification does not:

(a) Request a substantial change in the permit authorization; or

(b) Increase calculated 100 year flood/one percent chance elevations.

(5) A minor modification to a Works of the District permit shall be granted provided that the modification is for the extension of a permit duration with no proposed changes to the previously permitted activity.

(6) A minor modification to a Works of the District permit shall be granted provided that the proposed modification does not exceed Noticed General permit criteria, unless:

(a) the proposed modification in addition to the previously permitted noticed general or authorized exempt activity pursuant to rule 40B-4.1070, meets either general or individual Works of the District permit criteria;

(b) the proposed work is outside of the 50-foot obstruction shadow of an authorized structure;

(c) all application documents required in 40B-4.3020, F.A.C., have not been submitted; or

(d) all previously required limiting permit conditions have not been met.

Rulemaking Authority 373.044, 373.113, 373.171 FS. Law Implemented 120.57, 120.60, 373.084, 373.085, 373.429, 373.439 FS. History—New 9-25-85, Amended 12-22-92, 10-14-13, [DATE].

40B-4.3000 Adopted Works of the District.

(1) The governing board is authorized to adopt and prescribe the manner in which persons may connect with or make use of ~~Works of the District~~works of the district pursuant to Section 373.085, F.S. Further, Section ~~373.019(28), 373.019(15)~~, F.S., provides that ~~Works of the District~~works of the district may include streams and accompanying lands as adopted by the governing board. In order to implement the non-structural flood control policy of the ~~District~~district, the governing board finds it is necessary to prevent any obstruction of the free flow of water of rivers and streams within the ~~District~~district. Therefore, the governing board does hereby adopt the following rivers and their accompanying floodways as ~~Works of the District~~works of the district:

~~(a)(1)~~ The Alapaha River and its floodway in Hamilton County, Florida;

~~(b)(2)~~ The Aucilla River and its floodway in Jefferson, Madison, and Taylor counties, Florida;

~~(c)(3)~~ The Santa Fe River and its floodway in Alachua, Bradford, Columbia, Gilchrist, Suwannee, and Union counties, Florida;

~~(d)(4)~~ The Suwannee River and its floodway in Columbia, Dixie, Gilchrist, Hamilton, Lafayette, Levy, Madison, and Suwannee counties, Florida; and

~~(e)(5)~~ The Withlacoochee River and its floodway in Madison and Hamilton counties, Florida.

(2) The District shall use the effective Federal Emergency Management Agency digital flood insurance rate maps and flood insurance studies to established base flood elevation and floodway.

Rulemaking Authority 373.044, 373.113, 373.171 FS. Law Implemented 373.019, 373.084, 373.085, 373.086 FS. History—New 9-25-85, Amended 9-13-04, [DATE].

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: August 14, 2020

RE: Contract with Vieux & Associates, Inc., for Purchase of Gage-Adjusted Radar-Rainfall Data for Fiscal Years 2020-2021 and 2021-2022

RECOMMENDATION

Authorize the Executive Director to enter into a contract with Vieux & Associates, Inc., for a two-year term to purchase gage-adjusted radar rainfall data for an annual amount not to exceed \$40,800.

BACKGROUND

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

Staff proposes to continue purchasing the services of the radar-rainfall data provider under the prices negotiated by the St. Johns River Water Management District (SJRWMD), under their current five-year contract which will expire on September 30, 2022, unless extended.

St. Johns River (SJRWMD), South Florida, Southwest Florida, Northwest Florida, and Suwannee River water management districts (WMDs) cooperated in the issuance and evaluation of a request for proposals in Fiscal Year 2017-2018 (FY 2018) for this product. The WMDs cooperate in order to have consistent rainfall data coverage over the state, as has been the case since 2001. The consistency in coverage means less uncertainty in modeling across water management district boundaries.

Pursuant to the District's Contractual Services Policy, the District entered a contract based on the above competitive solicitation and the resultant contract, however the District's agreement for services was for one year with two one-year renewals. The last available renewal under that contract will expire on September 30, 2020. Staff is recommending that the District enter into a new agreement, under the above competitive solicitation and resulting contract with SJRWMD for the remaining two-year period of the SJRWMD agreement. The new agreement will continue on the same terms, conditions, and pricing as the previous agreement. The proposed new contract will keep all WMDs on the same procurement schedule and facilitate the consistency of rainfall data collection throughout the state of Florida. It is expected that a new competitive solicitation process will be completed during calendar year 2022.

Funding for this contract is included in the FY 2021 Tentative Budget under code 01-2-586-2-1200-31 and is contingent upon approval of the FY 2021 Final Budget.

DSV/pf

SUWANNEE RIVER WATER MANAGEMENT DISTRICT

MEMORANDUM

TO: Governing Board
FROM: Hugh Thomas, Executive Director
DATE: August 18, 2020
RE: Temporary Delegation of Additional Authority

RECOMMENDATION

Amend temporary delegation of additional authority.

BACKGROUND

On April 14, 2020, the Governing Board approved a temporary delegation of additional authority to the Executive Director to ensure the continuity of District operations.

Governor Ron DeSantis issued Executive Order 20-52 and subsequent Orders 20-114 and 20-166 declaring a state of emergency based upon the serious threat to the public health, safety, and welfare posed by COVID-19. As a result of findings made in these Orders, and in accordance with section 252.38, Florida Statutes (F.S.), the Governor authorized political subdivisions to waive procedures and formalities governing, among other things, the performance of public work and taking whatever prudent action is necessary to ensure the health, safety, and welfare of the community.

The District has responded to these directives by, among other things, closing its buildings to the public and limiting meetings to those which can be conducted electronically. Many District staff are also working remotely to perform their duties and to keep the District operational.

The public health emergency presented by COVID-19 is requiring compressed timelines for making operational and financial decisions.

Furthermore, pursuant to subsections 373.079(4) and 373.083(5), F.S., the Governing Board is authorized to execute any of the powers, duties, and functions vested in the Board through the Executive Director.

In response to the orders and guidance from state and federal authorities and to responsibly ensure continuity of operations during the current public health emergency, staff recommends that the Governing Board extend the temporarily delegation of additional authority to the Executive Director.

SM/rl
Attachment

Temporary Governing Board Delegation

Pursuant and subject to the limitations of subsections 373.083(5) and 373.079(4)(a), F.S., the Governing Board hereby temporarily delegates to the Executive Director all of its powers, duties, and functions during any period when the Governing Board is not able to timely take action at a regular meeting, as determined by the chair, or in the absence of the chair, the vice-chair.

This authority may be sub-delegated by the Executive Director as deemed necessary for the benefit of District operations.

This delegation expires upon the Governing Board's withdrawal of this delegation and may be suspended as determined by the Chair.

This delegation is additionally subject to the following conditions:

Transactions made pursuant to this authority must be in conformance with the District's adopted budget which is in effect at the time of such transactions.

To the extent possible, actions taken pursuant to this authority must be reported to the Chair contemporaneously and reported to the full Governing Board at the next regular meeting.

This delegation supersedes and replaces that certain Temporary Governing Board Delegation approved by the Governing Board on April 14, 2020.

APPROVED by the Governing Board this _____ day of August 2020.

Suwannee River Water Management District

**VIRGINIA JOHNS, CHAIR
GOVERNING BOARD**