

Governing Board Meeting

Agenda and Meeting Information

July 23, 2024

9:00 a.m.

Tampa Office

7601 US 301 North • Tampa, Florida

(813) 985-7481 • 1-800-423-1476

Southwest Florida
Water Management District

WATERMATTERS.ORG • 1-800-423-1476



2379 Broad Street, Brooksville, Florida 34604
(352) 796-7211 or 1-800-423-1476 (FL only)
WaterMatters.org

An Equal
Opportunity
Employer

The Southwest Florida Water Management District (District) does not discriminate on the basis of disability. This nondiscrimination policy involves every aspect of the District's functions, including access to and participation in the District's programs, services and activities. Anyone requiring reasonable accommodation, or who would like information as to the existence and location of accessible services, activities, and facilities, as provided for in the Americans with Disabilities Act, should contact the Human Resources Office Chief, at 2379 Broad St., Brooksville, FL 34604-6899; telephone (352) 796-7211 or 1-800-423-1476 (FL only); or email ADACoordinator@WaterMatters.org. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1-800-955-8771 (TDD) or 1-800-955-8770 (Voice). If requested, appropriate auxiliary aids and services will be provided at any public meeting, forum, or event of the District. In the event of a complaint, please follow the grievance procedure located at WaterMatters.org/ADA.

Final Agenda GOVERNING BOARD MEETING

**JULY 23, 2024
9:00 AM**

**7601 US 301 NORTH, TAMPA, FL 33637
(813) 985-7481**

All meetings are open to the public

MEETING NOTICE

- › Viewing of the Board meeting will be available through the District's website at www.WaterMatters.org.
- › Public input will be taken only at the meeting location.
- › Public input for issues not listed on the published agenda will be heard shortly after the meeting begins.

Pursuant to Section 373.079(7), Florida Statutes, all or part of this meeting may be conducted by means of communications media technology in order to permit maximum participation of Governing Board members.

The Governing Board may take official action at this meeting on any item appearing on this agenda and on any item that is added to this agenda as a result of a change to the agenda approved by the presiding officer of the meeting pursuant to Section 120.525, Florida Statutes.

The order of items appearing on the agenda is subject to change during the meeting and is at the discretion of the presiding officer.

Public Comment will be taken after each presentation and before any Governing Board action(s) except for Governing Board hearings that involve the issuance of final orders based on recommended Orders received from the Florida Division of Administrative Hearings.

Unless specifically stated, scheduled items will not be heard at a time certain.

The current Governing Board agenda and minutes of previous meetings are available at WaterMatters.org.

Bartow Office
170 Century Boulevard
Bartow, Florida 33830
(863) 534-1448 or 1-800-492-7862 (FL only)

Sarasota Office
78 Sarasota Center Boulevard
Sarasota, Florida 34240
(941) 377-3722 or 1-800-320-3503 (FL only)

Tampa Office
7601 Hwy 301 N
Tampa, Florida 33637
(813) 985-7481 or 1-800-836-0797 (FL only)

1. CONVENE PUBLIC MEETING

- 1.1 Call to Order
- 1.2 Invocation and Pledge of Allegiance
- 1.3 Employee Recognition
- 1.4 Additions/Deletions to Agenda
- 1.5 Public Input for Issues Not Listed on the Published Agenda

2. CONSENT AGENDA

- 2.1 **Finance/Outreach and Planning Committee:** Knowledge Management: Retirement of Governing Board Policy, District Commitment to Superior Environmental Stewardship
- 2.2 **Finance/Outreach and Planning Committee:** Authorization to Surplus, Dispose & Replace Equipment
- 2.3 **Operations, Lands and Resource Monitoring Committee:** Amendment One to Easement – Thornhill Ranch, SWF Parcel No. 20-020-141
- 2.4 **Operations, Lands and Resource Monitoring Committee:** Easement Agreement – Homeland DEP, SWF Parcel No. 20-020-187
- 2.5 **Operations, Lands and Resource Monitoring Committee:** Perpetual Easement – Masters Avenue at Wildwood, SWF Parcel No. 19-020-101
- 2.6 **Executive Director's Report:** Approve Governing Board Minutes – June 25, 2024

3. FINANCE/OUTREACH AND PLANNING COMMITTEE

- 3.1 **Discussion:** Consent Item(s) Moved to Discussion
- 3.2 **Discussion:** Information Item: Knowledge Management: Governing Board Policy, Capital Assets
- 3.3 **Discussion:** Action Item: Investment Strategy Quarterly Update
- 3.4 **Discussion:** Information Item: Financial Systems Upgrade
- 3.5 **Discussion:** Action Item: Proposed Millage Rate and Tentative Budget Update for Fiscal Year 2025
- 3.6 **Discussion:** Action Item: Knowledge Management: Conduct of Board Meetings Policy
- 3.7 **Submit & File:** Information Item: Office of Inspector General Quarterly Update April 1 to June 30, 2024
- 3.8 **Submit & File:** Information Item: Budget Transfer Report

4. RESOURCE MANAGEMENT COMMITTEE

- 4.1 **Discussion:** Consent Item(s) Moved to Discussion

5. OPERATIONS, LANDS, AND RESOURCE MONITORING COMMITTEE

- 5.1 **Discussion:** Consent Item(s) Moved to Discussion

5.2 **Submit & File:** Information Item: Summary of Fiscal Year 2024 Interagency Land Management Reviews

6. REGULATION COMMITTEE

6.1 **Discussion:** Consent Item(s) Moved to Discussion

6.2 **Discussion:** Action Item: Denials Referred to the Governing Board

7. GENERAL COUNSEL'S REPORT

7.1 **Discussion:** Consent Item(s) Moved to Discussion

7.2 **Discussion:** Action Item: Affirm Governing Board Committee Actions

8. COMMITTEE/LIAISON REPORTS

8.1 **Discussion:** Information Item: Agricultural and Green Industry Advisory Committee

9. EXECUTIVE DIRECTOR'S REPORT

9.1 **Discussion:** Information Item: Executive Director's Report

10. CHAIR'S REPORT

10.1 **Discussion:** Information Item: Chair's Report

10.2 **Discussion:** Information Item: Employee Milestones

ADJOURNMENT



An Equal Opportunity Employer

Southwest Florida Water Management District

2379 Broad Street, Brooksville, Florida 34604-6899

(352) 796-7211 or 1-800-423-1476 (FL only)

WaterMatters.org

Bartow Office
170 Century Boulevard
Bartow, Florida 33830-7700
(863) 534-1448 or
1-800-492-7862 (FL only)

Sarasota Office
78 Sarasota Center Boulevard
Sarasota, Florida 34240-9770
(941) 377-3722 or
1-800-320-3503 (FL only)

Tampa Office
7601 U.S. 301 North
Tampa, Florida 33637-6759
(813) 985-7481 or
1-800-836-0797 (FL only)

- Michelle Williamson**
Chair, Hillsborough
- John Mitten**
Vice Chair, Hernando, Marion
- Jack Bispham**
Secretary, Manatee
- Ashley Bell Barnett**
Treasurer, Polk
- Ed Armstrong**
Former Chair, Pinellas
- Kelly S. Rice**
Former Chair, Citrus, Lake, Levy, Sumter
- Joel Schleicher**
Former Chair, Charlotte, Sarasota
- John Hall**
Polk
- James Holton**
Pinellas
- Dustin Rowland**
Pasco
- Robert Stern**
Hillsborough
- Nancy Watkins**
Hillsborough, Pinellas
- Brian J. Armstrong, P.G.**
Executive Director

GOVERNING BOARD OFFICERS, COMMITTEES AND LIAISONS

Approved June 24, 2024

OFFICERS	
Chair	Michelle Williamson
Vice Chair	John Mitten
Secretary	Jack Bispham
Treasurer	Ashley Bell Barnett

OPERATIONS, LANDS AND RESOURCE MONITORING COMMITTEE
Chair Robert Stern

RESOURCE MANAGEMENT COMMITTEE
Chair Dustin Rowland

REGULATION COMMITTEE
Chair James Holton

FINANCE/OUTREACH AND PLANNING COMMITTEE
Chair Ashley Bell Barnett*

*All Governing Board members are a member of each committee.
* Board policy requires the Governing Board Treasurer to chair the Finance/Outreach and Planning Committee.*

STANDING COMMITTEE LIAISONS	
Agricultural and Green Industry Advisory Committee	Dustin Rowland
Environmental Advisory Committee	John Mitten
Industrial Advisory Committee	James Holton
Public Supply Advisory Committee	Robert Stern

OTHER LIAISONS	
Central Florida Water Initiative	Ashley Bell Barnett
Spring Coast Steering Committee	Kelly Rice
Coastal & Heartland National Estuary Partnership Policy Committee	John Hall
Sarasota Bay Estuary Program Policy Board	Joel Schleicher
Tampa Bay Estuary Program Policy Board	Nancy Watkins
Tampa Bay Regional Planning Council	Vacant

Southwest Florida Water Management District Schedule of Meetings Fiscal Year 2024

Governing Board Meeting

October 24, 2023 – 9:00 a.m., Tampa Office
November 14, 2023 – 9:00 a.m., Tampa Office
December 12, 2023 – 9:00 a.m., Tampa Office
January 23, 2024 – 9:00 a.m., Tampa Office
February 27, 2024 – 9:00 a.m., Tampa Office
March 26, 2024 – 9:00 a.m., Tampa Office
April 23, 2024 – 9:00 a.m., Tampa Office
May 21, 2024 – 9:00 a.m., Brooksville Office
June 25, 2024 – 9:00 a.m., Brooksville Office
July 23, 2024 – 9:00 a.m., Tampa Office
August 27, 2024 – 9:00 a.m., Brooksville Office
September 24, 2024 – 3:00 p.m., Tampa Office

Governing Board Tour

March 15, 2024 – 9:00 a.m., The Villages

Governing Board Workshop

November 14, 2023 – 9:30 a.m., Tampa Office

Governing Board Budget Hearing – 5:01 p.m., Tampa Office

2024 – September 10 & 24

Agricultural & Green Industry Advisory Committee – 10:00 a.m.

2023 – December 5

2024 – March 12 (meeting replaced with March 8 field trip), June 11, September 10

Environmental Advisory Committee – 10:00 a.m.

2023 – October 10

2024 – January 9, April 9, July 9

Industrial Advisory Committee – 10:00 a.m.

2023 – November 7

2024 – February 13, May 7 (meeting replaced with May 10 field trip), August 6

Public Supply Advisory Committee – 1:00 p.m.

2023 – November 7

2024 – February 13, May 7 (meeting replaced with May 10 field trip), August 6

Springs Coast Management Committee – 1:30 p.m.

2023 – October 25, December 6

2024 – January 10 (meeting replaced with field trip), February 21, May 22, July 10

Springs Coast Steering Committee – 2:00 p.m.

2023 – November 8

2024 – January 24, March 6, July 24

Meeting Locations

Brooksville Office – 2379 Broad St., Brooksville, FL 34604

Tampa Office – 7601 US Highway 301 North, Tampa, FL 33637

CONVENE PUBLIC MEETING

July 23, 2024

Call to Order

The Board Chair calls the meeting to order. The Board Secretary confirms that a quorum is present. The Board Chair then opens the public meeting. Anyone wishing to address the Governing Board concerning any item listed on the agenda or any item that does not appear on the agenda should fill out and submit a speaker's card. Comments will be limited to three minutes per speaker, and, when appropriate, exceptions to the three-minute limit may be granted by the Chair. Several individuals wishing to speak on the same issue/topic should designate a spokesperson.

Presenter:

Michelle Williamson, Chair

CONVENE PUBLIC MEETING

July 23, 2024

Invocation and Pledge of Allegiance

An invocation is offered. The Board Chair conducts the Pledge of Allegiance to the Flag of the United States of America.

Presenter:

Michelle Williamson, Chair

CONVENE PUBLIC MEETING

July 23, 2024

Employee Recognition

Staff that have reached 20 or more years of service at the District will be recognized.

Staff Recommendation:

- Ken Griner
- Adam Hange
- Robin McGill

Presenter:

Michelle Williamson, Chair

CONVENE PUBLIC MEETING

July 23, 2024

Additions/Deletions to Agenda

According to Section 120.525(2), Florida Statutes, additions to the published agenda will only be made for "good cause" as determined by the "person designated to preside." Based upon that authority, the Chair has determined that good cause exists to make certain changes to the agenda. These changes are being made in order to permit the Governing Board to efficiently accomplish necessary public business at this meeting and to reflect the items on the agenda that have been requested or suggested to be deleted, revised, supplemented or postponed.

ADDITIONS: The items that have been added to the agenda were received by the District after publication of the regular agenda. The Board was provided with the information filed and the District staff's analyses of these matters. Staff has determined that action must be taken on these items prior to the next Board meeting. Therefore, it is the District staff's recommendation that good cause has been demonstrated and should be considered during the Governing Board's meeting.

Staff Recommendation:

Approve the recommended additions and deletions to the published agenda if necessary.

Presenter:

Brian J. Armstrong, P.G., Executive Director

CONVENE PUBLIC MEETING

July 23, 2024

Public Input for Issues Not Listed on the Published Agenda

At this time, the Board will hear public input for issues not listed on the published agenda.

Presenter:

Michelle Williamson, Chair

Governing Board Meeting

July 23, 2024

2. CONSENT AGENDA

All matters listed under the Consent Agenda are considered routine and action will be taken by one motion, second of the motion and approval by the Board. If discussion is requested by a Board member, that item(s) will be deleted from the Consent Agenda and moved to the appropriate Committee or Report for consideration.

- 2.1 **Finance/Outreach and Planning Committee:** Knowledge Management: Retirement of Governing Board Policy, District Commitment to Superior Environmental Stewardship 17
- 2.2 **Finance/Outreach and Planning Committee:** Authorization to Surplus, Dispose & Replace Equipment20
- 2.3 **Operations, Lands and Resource Monitoring Committee:** Amendment One to Easement – Thornhill Ranch, SWF Parcel No. 20-020-14122
- 2.4 **Operations, Lands and Resource Monitoring Committee:** Easement Agreement – Homeland DEP, SWF Parcel No. 20-020-18729
- 2.5 **Operations, Lands and Resource Monitoring Committee:** Perpetual Easement – Masters Avenue at Wildwood, SWF Parcel No. 19-020-10145
- 2.6 **Executive Director's Report:** Approve Governing Board Minutes – June 25, 2024..... 53

CONSENT AGENDA

July 23, 2024

Finance/Outreach and Planning Committee: Knowledge Management: Retirement of Governing Board Policy, District Commitment to Superior Environmental Stewardship

Purpose

Request to retire the Commitment to Superior Environmental Stewardship Governing Board Policy (Policy) to remove duplication of efforts and allow specific issue policies and procedures to address the intent of the original policy.

Background

Former Governor Charlie Crist's executed Executive Orders 07-126, 07-127, and 07-128 in July of 2007. This was followed in June 2008 by the signing of the Energy, Climate Change, and Economic Security Act of 2008 (House Bill 7135). The Act created the Governor's Action Team on Energy and Climate Change to develop the Comprehensive Energy and Climate Change Action Plan (Plan) for the State of Florida. Goals specific to the water management districts were identified in the Plan. Therefore, in May 2008 the District created the Policy in response to the original Executive Orders.

Since the creation of this Act and Plan, the District has made and continues to make changes to accomplish the goals and objectives through Governing Board Policies, Executive Director Procedures, rule changes and projects. Additionally, the legislation has enacted many laws and regulations to combat the items addressed in this Act and these Executive Orders.

Governing Board Policies that address the Plan include:

- Annual Habitat Update
- Agriculture and Green Industry Advisory Committee
- Cooperative Land Management Agreements
- Environmental Advisory Committee
- FARMS Program
- Industrial Advisory Committee
- Land Acquisition
- Land Use and Management
- New Construction or Replacement of District Flood Control and Water Conservation Structures
- Public Supply Advisory Committee
- Regulatory Fees
- Sale, Exchange, or Conveyance of Interest in Land by the District
- Springs Coast Steering Committee

In addition to the above Governing Board Policies, the District has several supporting Executive Director Procedures:

- Energy Management and Conservation
- Land Use and Management Planning
- Land Acquisition
- Prescribed Burning
- Vehicle and Equipment Use

Environmental, fiscal, legal and ethical requirements are included in each of these policies and procedures, as well as changes in statutes and rules since 2007, thus eliminating the need for a generalized policy on environmental stewardship.

Staff Recommendation:

Approve retirement of the Governing Board Policy, District Commitment to Superior Environmental Stewardship.

Presenter:

Dave Dickens, Bureau Chief, General Services Bureau

BOARD POLICY			
SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT			
TITLE: DISTRICT COMMITMENT TO SUPERIOR ENVIRONMENTAL STEWARDSHIP			
SECTION/DEPT.: EXECUTIVE	NUMBER: 110-10	PAGE: 1 OF 1	
APPROVED BY: 	JUDY C. WHITEHEAD, CHAIR	EFFECTIVE DATE: MAY 1, 2008	SUPERSEDES: N/A

STATEMENT OF POLICY

The Southwest Florida Water Management supports and applauds Florida's efforts to move toward more environmentally sustainable governance practices. Florida's Water Management Districts already lead the way in water conservation. It is the policy of the Governing Board to incorporate a commitment to superior environmental stewardship and efficiency into the District's day-to-day operations, while also ensuring that the fiscal best interests of the taxpayers are well-served. The Governing Board finds that this commitment makes business sense and fits well with the District's focus on sustainable growth and community responsibility, resulting in a favorable return on taxpayer investments in both funding and reduction in energy usage.

OBJECTIVE

To place the Southwest Florida Water Management District at the forefront of the growing world-wide movement toward sustainability by serving as a leading example of smart, efficient and environmentally wise resource stewardship and business practice.

IMPLEMENTATION

The Governing Board expects District staff to:

- A. Incorporate an emphasis on environmental stewardship into the District's strategic planning efforts.
- B. Evaluate the District's entire operations – facilities, construction, fleet management, procurement of goods and services, internal process enhancements, District-sponsored projects, employee and public education and outreach and many other activities to determine where and how the District may be able to achieve financial efficiencies and improve environmental sustainability.
- C. Work cooperatively with other federal, state and local governments, as well as not-for-profit and private partners, to share ideas and move forward in a coordinated fashion to promote environmental sustainability.
- D. Establish baseline measurements for energy, fuel and water consumption, recycling and other efforts that support environmental sustainability, toward the goal of reducing the District's environmental footprint.
- E. Develop, initiate and implement appropriate projects and wise business practices designed to achieve environmental sustainability with attention to efficient use of taxpayer dollars.

REFERENCE: Executive Orders 07-126, 07-127 and 07-128

HISTORY: New

CONSENT AGENDA

July 23, 2024

Finance/Outreach and Planning Committee: Authorization to Surplus, Dispose & Replace Equipment

Purpose

Request Governing Board approval to utilize budgeted funds from the Capital Field Equipment Fund (CFEF) to replace Unit 2072.

Background/History

The District purchased three Unimog U500's (Unit numbers 2065, 2072 and 2073) (Unimogs) in 2005 and 2006 to be used for management of District conservation lands. Unit 2065 was replaced earlier this fiscal year as a planned replacement. Unit 2072 is 18 years old, was purchased for \$124,492 and has life-to-date maintenance costs of \$59,536. Unit 2073 is 18 years old, was purchased for \$230,466.00 and has life-to-date maintenance costs of \$89,740. Typical replacement for vehicles is ten years, 40% of purchase price spent on lifetime maintenance, or mileage of 150,000 miles. All three units have been eligible for replacement and staff has determined only two of the three units are needed.

In Fiscal Year 2024, the District received an Acela Monterra as replacement for Unit 2065. Staff have been able to use the Acela in the field and the performance has exceeded expectations. The Acela Monterra is available through the General Services Administration (GSA) procurement program through the State and Local Disaster Purchasing Program. Disaster preparedness, response, and recovery are all within scope for the use of these units. The primary preparedness activity is prescribed fire management. Response includes responding to wildfires. Recovery includes environmental restoration following wildfires and hurricanes.

To qualify as a CFEF expenditure, the field equipment must be rolling stock (excluding vehicles less than 1.5 ton), have a total estimated cost equal to or greater than \$5,000 including delivery, and have an anticipated useful life of at least five years.

Although the second Unimog replacement qualifies as a CFEF expenditure, it was not included in the FY2024 Annual Service Budget as a planned expenditure as it was slated for replacement in FY2025. However, based on the GSA contract expiration date, staff anticipates price escalations. The current GSA contract expires on September 17, 2023. Unplanned expenditures from the CFEF are subject to adhering to the Budget Authority Transfer of Funds Governing Board Policy.

Staff recommends sending Units 2065, 2072 and 2073 to auction with estimated sales prices of more than \$25,000. In compliance with the Capital Assets Governing Board Policy, tangible personal property with a current market value in excess of \$25,000 requires Governing Board approval.

Benefits/Costs

The CFEF for FY2025 has an allocation for a Unimog replacement budgeted at \$190,000 (Unit 2072). This unit has already reached end of useful life. The CFEF has an available balance great enough to cover the advancement of this purchase.

Staff Recommendation:

- Approve the advancement of FY2025 CFEF funds for the purchase of replacement for Unit 2072.
- Approve the surplus and disposition through the auction process of Units 2065, 2072 and 2073.

Presenter:

Dave Dickens, Bureau Chief, General Services Bureau

CONSENT AGENDA

July 23, 2024

Operations, Lands and Resource Monitoring Committee: Amendment One to Easement – Thornhill Ranch, SWF Parcel No. 20-020-141

Purpose

The purpose of this item is to request approval of Amendment One to Easement Number 33358 between the District and the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida (BOT) to extend the term of the Easement for access to the temporary construction area at the Thornhill Ranch well site. This Amendment extends the term of the Easement by a period of three years to conduct aquifer performance testing. The Location Map, Site Map, and Amendment One to Easement Number 33358 are included as Exhibits 1, 2, and 3, respectively.

Background

Data collection began at the Thornhill Ranch Deep well in 1983 and at the Thornhill Ranch Shallow well in 1986. The two wells were impacted by the development of private property, and a replacement well site was identified. An Easement was obtained on October 30, 2017, to construct the replacement wells, a Hawthorn aquifer system well, and an additional upper Floridan aquifer well for future aquifer performance testing. Well construction was completed in Fiscal Years 2018 and 2019.

The Data, Monitoring, and Investigations Team (DMIT) of the Central Florida Water Initiative (CFWI) is tasked with reevaluating resource needs and determined a lower Floridan aquifer below middle confining unit I well will be beneficial in the area. Therefore, Easement Number 33358 was renewed on August 3, 2021, to construct the lower Floridan aquifer below middle confining unit I well and complete the upper Floridan aquifer performance test. Well construction was delayed because of difficulties procuring a well contractor. The subsequent aquifer performance test was also delayed. Well construction was completed this Fiscal Year; however, an extension of Easement Number 33358 is needed to complete the aquifer performance test. Data gathered from the Thornhill Ranch wells will improve the District's understanding of the hydrogeologic framework of central and eastern Polk County, enhance groundwater modeling, and provide for assessment of potential withdrawal-related impacts to water resources within the District and the CFWI area.

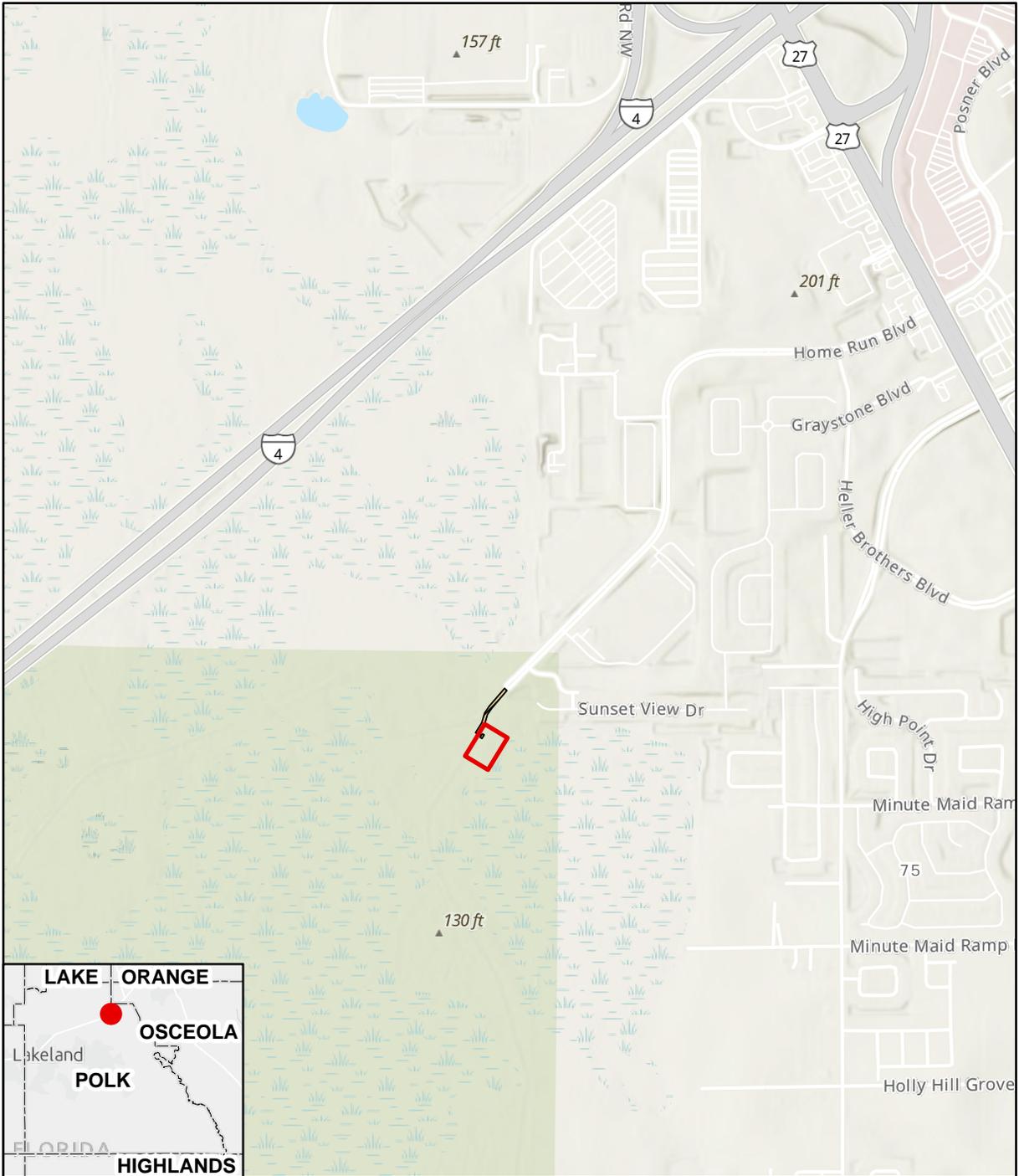
Staff Recommendation:

Approve Amendment One to Easement 33358 and authorize the Chair and Secretary to sign on behalf of the District.

Presenter:

Ellen Morrison, Bureau Chief, Land Resources Bureau

Exhibit 1
SWF Parcel No. 20-020-141
Location Map



Esri, NASA, NGA, USGS, FEMA, University of South Florida, FDEP, Esri, TomTom, Garmin, FAO, NOAA, USGS, EPA, NPS, USFWS, Esri Community Maps Contributors, FDEP, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS

- Temporary Construct on Area
- District Owned Land Easements

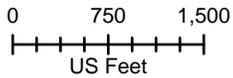


Exhibit 2
SWF Parcel No. 20-020-141
Site Map



Esri Community Maps Contributors, FDEP © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc. METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS, State of Florida, Maxar, Microsoft

-  Temporary Construction Area
-  District Owned Land Easements

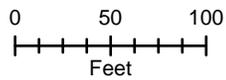


Exhibit 3

This Amendment was prepared by:
Karen Lee Reecy
Bureau of Public Land Administration
Division of State Lands
Department of Environmental Protection, MS 130
3900 Commonwealth Boulevard,
Tallahassee, Florida 32399-3000
Action No. 49109

ATE2
[2.01 +/- acres]

BOARD OF TRUSTEES OF THE INTERNAL IMPROVEMENT TRUST FUND OF THE STATE OF FLORIDA

AMENDMENT ONE TO EASEMENT NUMBER 33358

THIS EASEMENT AMENDMENT is entered into this ____ day of _____, 20____, by and between the **BOARD OF TRUSTEES OF THE INTERNAL IMPROVEMENT TRUST FUND OF THE STATE OF FLORIDA**, hereinafter referred to as “GRANTOR” and **SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT**, a public body existing under Chapter 373, Florida Statutes, its successors and assignees, hereinafter referred to as “GRANTEE”;

WITNESSETH

WHEREAS, GRANTOR, by virtue of Section 253.03, Florida Statutes, holds title to certain lands and property for the use and benefit of the State of Florida; and

WHEREAS, on August 3, 2021, GRANTOR granted Easement Number **33358** to GRANTEE for a temporary construction area for a well monitoring site; and

WHEREAS, Easement Number 33358 is recorded in Official Records Book 11912, Page 1807, Public Records of Polk County, Florida; and

WHEREAS, GRANTOR and GRANTEE desire to amend Easement Number **33358** to modify the term.

NOW THEREFORE, in consideration of the mutual covenants and agreements contained herein, the parties hereto agree as follows:

1. Paragraph 2 of Easement No. 33358 is hereby revised, replaced, and superseded in its entirety, by the following:
2. **TERM**: The term of this easement shall be for a period of six (6) years commencing on August 3, 2021, and ending on August 2, 2027, unless sooner terminated pursuant to the provisions of this easement.

2. GRANTEE, at its own expense, shall record this fully executed Amendment to Easement in its entirety in the public records of the county within which the easement site is located within fourteen days after receipt, and shall provide to the GRANTOR within ten days following the recordation a copy of the recorded Amendment to Easement in its entirety which contains the O.R. Book and Pages at which the Amendment to Easement is recorded. Failure to comply with this paragraph shall constitute grounds for immediate termination of the easement at the option of GRANTOR.

3. The terms of this Amendment One to Easement Number 33358 shall be binding upon and inure to the benefit of the parties and their respective successors and assigns.

4. It is understood and agreed by GRANTOR and GRANTEE that in each and every respect the terms and conditions of Easement Number **33358**, except as amended, shall remain unchanged and in full force and effect and the same are hereby ratified, approved and confirmed by GRANTOR and GRANTEE as of the effective date of this Amendment **One** to Easement Number **33358**.

(Remainder of page intentionally left blank; Signature page follows)

IN WITNESS WHEREOF, the parties have caused this easement amendment to be executed on the day and year first above written.

WITNESSES:

Signature: _____

Printed Name: _____

Address: 3800 Commonwealth Blvd

Tallahassee, FL 32399

Signature: _____

Printed Name: _____

Address: 3800 Commonwealth Blvd

Tallahassee, FL 32399

**BOARD OF TRUSTEES OF THE INTERNAL
IMPROVEMENT TRUST FUND OF THE STATE
OF FLORIDA**

(SEAL)

BY: _____

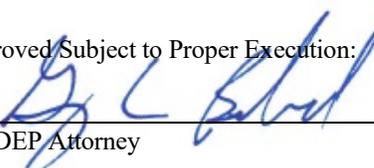
Brad Richardson, Chief, Bureau of Public Land
Administration, Division of State Lands, State of
Florida Department of Environmental Protection,
as agent for and on behalf of the Board of
Trustees of the Internal Improvement Trust Fund
of the State of Florida

“GRANTOR”

**STATE OF FLORIDA
COUNTY OF LEON**

The foregoing instrument was acknowledged before me, by ___ physical presence or ___ online notarization this ____ day of _____, 20 __, by Brad Richardson, Chief, Bureau of Public Land Administration, Division of State Lands, State of Florida Department of Environmental Protection, as agent for and on behalf of the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida. He is personally known to me.

Approved Subject to Proper Execution:

BY:  _____ 06-26-2024
DEP Attorney Date

Notary Public, State of Florida

Printed, Typed or Stamped Name

My Commission Expires: _____

Commission/Serial No. _____

WITNESSES:

Signature: _____

Printed Name: _____

Address: _____

Signature: _____

Printed Name: _____

Address: _____

**SOUTHWEST FLORIDA WATER
MANAGEMENT DISTRICT**

(SEAL)

BY: _____

Michelle Williamson, Chair

“GRANTEE”

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ___physical presence or ___online notarization this _____ day of _____, 20____, by Michelle Williamson, as Chair, for and on behalf of the Southwest Florida Water Management District. She is personally known to me or who has produced _____, as identification.

Notary Public, State of Florida

Approved Subject to Proper Execution:

Printed, Typed or Stamped Name

By: _____
SWFWMD Attorney Date

My Commission Expires: _____

Commission/Serial No. _____

Approved By:

Paul J. Bispham, Secretary Date

CONSENT AGENDA

July 23, 2024

Operations, Lands and Resource Monitoring Committee: Easement Agreement – Homeland DEP, SWF Parcel No. 20-020-187

Purpose

Recommend Governing Board approve an Easement Agreement (Agreement) between the District and the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida (BOT). This Agreement is for the purpose of establishing a temporary construction area to install a surficial aquifer well at the Homeland DEP 9 well site, which has an existing upper Floridan aquifer well, as part of the Central Florida Water Initiative (CFWI) and allow access, monitoring, and maintenance of the proposed surficial aquifer well and the existing upper Floridan aquifer well at the Homeland DEP 9 well site and an existing well at the Homeland DEP 4 well site on the same property. A general location map, a site map, and the Agreement are included as Exhibits 1, 2, and 3, respectively.

Background/History

The area covered in this Agreement is in Polk County, Florida and is managed by the Florida Department of Environmental Protection Division of Water Resource Management (DWRM). DWRM found this request to be in accordance with their land management plan and is in support of the project.

The addition of a surficial aquifer well at the Homeland DEP 9 well site was identified in the 2014 CFWI Regional Monitoring Program Report, and is part of the Data, Monitoring, and Investigations Team Annual Work Plan and the Geohydrologic Data Section Work Plan. There is no existing agreement to access, monitor, and maintain the Homeland DEP 9 and Homeland DEP 4 well sites. Surficial aquifer monitoring at the Homeland DEP 9 well site will fill a data gap and ensure sufficient data are available for development of models to better predict the groundwater relationship between aquifers. It also supports the District's Watershed Management Program (WMP). A WMP provides a method to evaluate the capacity of a watershed to protect, enhance, and restore water quality and natural systems, while achieving flood protection.

Benefits/Costs

There is no cost associated with the Agreement with the BOT. The estimated cost of the project well construction is \$6,000 and the monitoring costs are about \$3,900 (equipment and initial setup) for the first year and \$140 per year, thereafter.

Deliverables

The District will share data with DWRM per the Agreement.

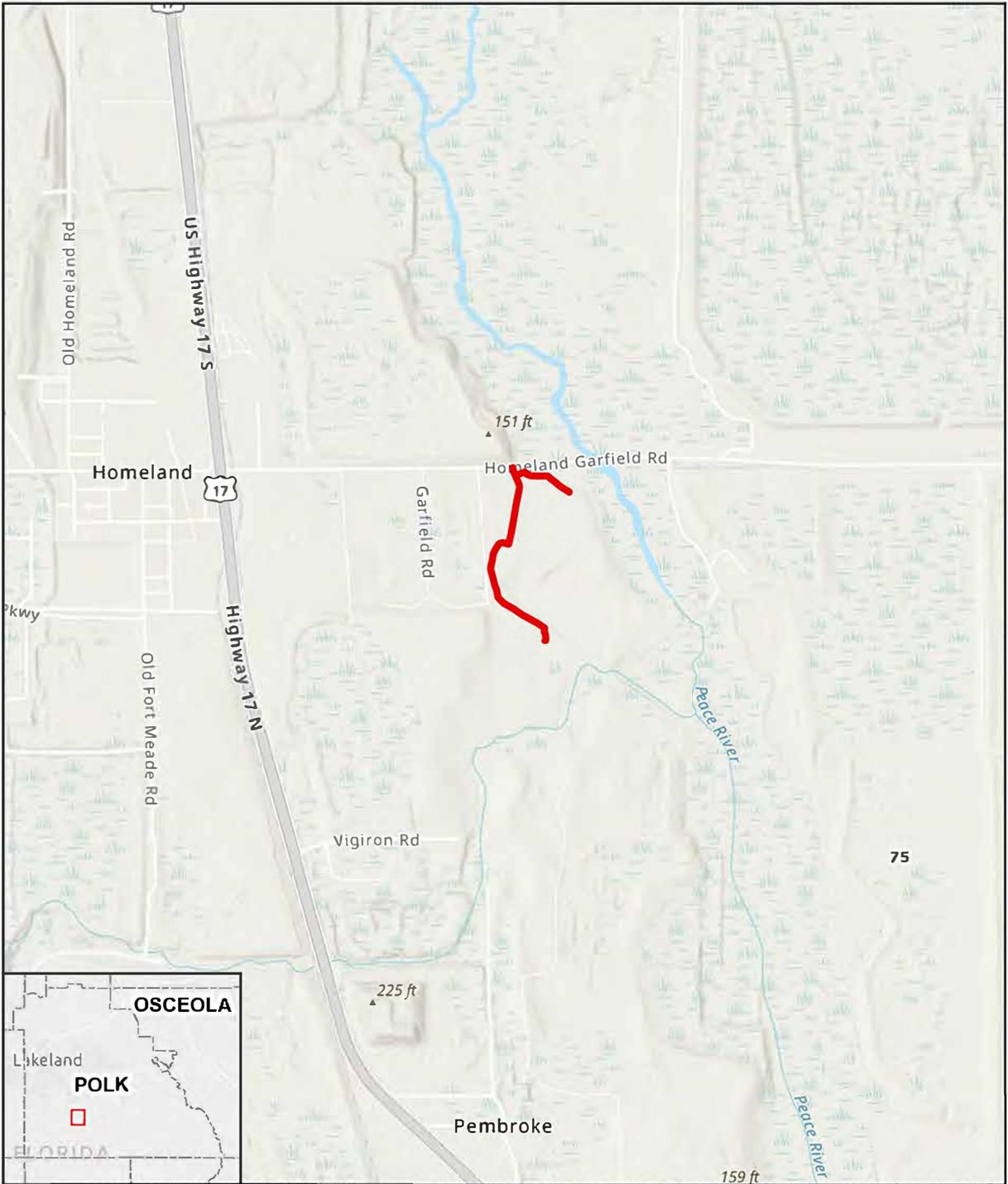
Staff Recommendation:

Approve the Easement Agreement and authorize the Chair and Secretary to sign on behalf of the District.

Presenter:

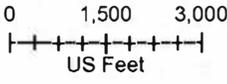
Ellen Morrison, Bureau Chief, Land Resources Bureau

**Exhibit 1
Homeland DEP CFWI
SWF Parcel No. 20-020-187 Location Map**



Esri, NASA, NGA, USGS, FEMA, University of South Florida, FDEP, Esri, TomTom, Garmin, FAO, NOAA, USGS, EPA, NPS, USFWS, University of South Florida, FDEP, Esri, TomTom, Garmin, SafeGraph, Geotechnologies, Inc, METI/ NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS

 SWF Parcel No. 20-020-187



Southwest Florida
Water Management District

**Exhibit 2
Homeland DEP CFWI
SWF Parcel No. 20-020-187 Site Map**



Esri Community Maps Contributors, University of South Florida, FDER, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS, Maxar

-  Proposed Well Site Easement
-  Proposed Access Easement

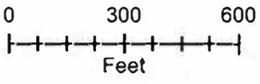


Exhibit 3

This Easement was prepared by:
Karen Lee Reecy
Bureau of Public Land Administration
Division of State Lands
Department of Environmental Protection, MS 130
3900 Commonwealth Boulevard,
Tallahassee, Florida 32399-300
Action No. 48797

WME1
[+/- 1.19 acres]

BOARD OF TRUSTEES OF THE INTERNAL IMPROVEMENT TRUST FUND OF THE STATE OF FLORIDA

EASEMENT AGREEMENT Well Monitoring Site

Easement Number 33578

THIS EASEMENT AGREEMENT is hereby made and entered into this _____ day of _____, 20___, by the **BOARD OF TRUSTEES OF THE INTERNAL IMPROVEMENT TRUST FUND OF THE STATE OF FLORIDA**, hereinafter referred to as "GRANTOR", and the **SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT**, a public body existing under Chapter 373, Florida Statutes, its successors and assigns, hereinafter referred to as "GRANTEE."

WITNESSETH:

WHEREAS, GRANTOR is the fee simple owner of certain real property located in **Polk County**, Florida, as more particularly described in Exhibit "A", attached hereto, which is managed by **Department of Environmental Protection, Division of Water Resource Management** ("Managing Agency") under GRANTOR's Lease Number **3963** and by reference made a part hereof; and

WHEREAS, GRANTEE desires to utilize GRANTOR's property only for the purpose of access to and installation, operation and maintenance of a well monitoring site; and

WHEREAS, the Managing Agency has agreed to the proposed use of the land subject to this easement; and

WHEREAS, GRANTOR is desirous of granting to GRANTEE an easement for the aforementioned purpose.

NOW THEREFORE, for and in consideration of the terms, conditions, and mutual covenants hereinafter contained, GRANTOR and GRANTEE, both intending to be legally bound, hereby agree as follows:

1. GRANTOR hereby grants to GRANTEE, its agents, representatives and employees the non-exclusive right, privilege and permission to utilize the property described in Exhibit "A", hereinafter referred to as "Easement Area", as further described and limited herein.
2. GRANTOR does hereby grant to GRANTEE an easement for as long as the easement is used solely for the purpose of ingress and egress to and installation, operation and maintenance of a well monitoring site. If the easement is ever abandoned for this use, all rights, title, and interest conveyed under this easement shall automatically revert to GRANTOR, unless sooner terminated pursuant to the provisions of this easement.
3. GRANTOR and Managing Agency retain the right to use the Easement Area in any manner not inconsistent with the rights granted to GRANTEE.
4. GRANTEE shall assist in the investigation of injury or damage claims either for or against GRANTOR or the State of Florida pertaining to GRANTEE'S respective areas of responsibility under this easement or arising out of GRANTEE'S respective management programs or activities and shall contact GRANTOR regarding the legal action deemed appropriate to remedy such damage or claims. GRANTEE is responsible for, and to the extent allowed by law, shall indemnify, protect, defend, save and hold harmless GRANTOR and the State of Florida, its officers, agents and employees from any and all damages, claims, costs, expense, including attorney's fees, demands, lawsuits, causes of action or liability of any kind or nature arising out of all personal injury and property damage attributable to the negligent acts or omissions of GRANTEE, and its officers, employees, and agents. Nothing herein shall be construed as a waiver of sovereign immunity enjoyed by any party hereto, as provided in Section 768.28, Florida Statutes, as amended from time to time, or any other law providing limitations on claims.
5. Prior to initial use of the Easement Area by GRANTEE, GRANTEE shall give the Managing Agency, at least forty-eight hours notification.
6. GRANTEE shall contact the Florida Geological Survey prior to drilling and shall submit well cuttings for the state repository if requested.
7. GRANTEE will provide copies of the monitoring results, as they become available, to the Managing Agency.
8. GRANTEE shall not allow the general public to access, utilize or go upon the Easement Area.
9. Clearing vegetation during installation or removal of the monitoring equipment without the consent and supervision of the Managing Agency is prohibited.

10. Upon termination of this Easement Agreement, GRANTEE shall, at GRANTEE's sole cost and expense, remove all equipment, accessories, and material owned by GRANTEE from the Easement Area. Upon abandonment, each well will become a fixture on the well site which the GRANTEE will plug pursuant to Section 40D-3.531, F.A.C., and GRANTEE will restore said Easement Area to as good a condition as it was before GRANTEE entered upon it. GRANTEE will complete said removal, plugging, and restoration within sixty days of the date upon which GRANTEE ceases its operations on the Easement Area.

11. Should GRANTOR elect to maintain one or more wells for its own use upon abandonment of any well by GRANTEE, the well(s) will remain unplugged and GRANTOR thereafter agrees to assume full responsibility for same.

12. The installation and removal of the monitoring well materials as well as restoration of the sites will be done under the supervision of the Managing Agency. Prior to installation of the well(s), GRANTEE shall obtain the written consent of the State of Florida Department of State, Division of Historical Resources.

13. The Easement Agreement herein granted is subject to revocation by the GRANTOR if the Easement Area is not utilized for the purposes outlined in this Easement Agreement.

14. This Easement Agreement may not be assigned or transferred without prior written approval of GRANTOR.

15. This Easement Agreement embodies the entire understanding of the parties and there are no further agreements or understandings, written or oral, in effect between the parties relating to the subject matter hereof. This instrument may be amended or modified by an instrument of equal formality signed by the respective parties.

16. For purposes of this Easement Agreement, all notification shall be provided as follows:

<p>GRANTOR:</p> <p>Department of Environmental Protection Division of State Lands Bureau of Public Land Administration 3900 Commonwealth Blvd, MS130 Tallahassee, FL 32399-3000</p>	<p>GRANTEE:</p> <p>Southwest Florida Water Management District 2379 Broad Street Brooksville, FL 34604</p>	<p>MANAGING AGENCY:</p> <p>Department of Environmental Protection Division of Water Resource Management 2001 Homeland-Garfield Rd. Bartow, FL 33830</p>
---	---	--

17. The following special conditions shall apply to this Easement Agreement:

a. Well construction per well will not exceed one hundred eighty days without the written consent of the Managing Agency.

b. If fencing is needed, GRANTEE shall install and maintain fencing at GRANTEE's sole cost and expense. Fencing shall not exceed eight feet in height. GRANTEE shall provide to GRANTOR and Managing Agency a set of keys to all fence gates.

c. GRANTOR or Managing Agency shall not physically disturb the well casings or covers (water meter boxes) in any way without prior approval from GRANTEE.

d. Prior to entering the Easement Area, GRANTEE shall contact the Managing Agency.

e. GRANTEE's use of the Easement Area shall not interfere with operations of the Managing Agency.

[Remainder of page intentionally left blank; Signature page follows]

IN WITNESS WHEREOF, the parties have caused this easement to be executed on the day and year first above written.

WITNESSES:

Signature: _____

Printed Name: _____

Address: 3800 Commonwealth Blvd

Tallahassee, FL 32399

Signature: _____

Printed Name: _____

Address: 3800 Commonwealth Blvd

Tallahassee, FL 32399

**BOARD OF TRUSTEES OF THE INTERNAL
IMPROVEMENT TRUST FUND OF THE STATE
OF FLORIDA**

(SEAL)

BY: _____

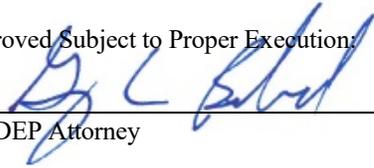
Brad Richardson, Chief, Bureau of Public Land Administration, Division of State Lands, State of Florida Department of Environmental Protection, as agent for and on behalf of the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida

“GRANTOR”

**STATE OF FLORIDA
COUNTY OF LEON**

The foregoing instrument was acknowledged before me, by ___ physical presence or ___ online notarization this ____ day of _____, 20 ___, by Brad Richardson, Chief, Bureau of Public Land Administration, Division of State Lands, State of Florida Department of Environmental Protection, as agent for and on behalf of the Board of Trustees of the Internal Improvement Trust Fund of the State of Florida. He is personally known to me.

Approved Subject to Proper Execution:

BY:  _____ 06-26-2024
DEP Attorney Date

Notary Public, State of Florida

Printed, Typed or Stamped Name

My Commission Expires: _____

Commission/Serial No. _____

WITNESSES:

Signature: _____

Printed Name: _____

Address: _____

Signature: _____

Printed Name: _____

Address: _____

**SOUTHWEST FLORIDA WATER
MANAGEMENT DISTRICT**

(SEAL)

BY: _____
Michelle Williamson, Chair

“GRANTEE”

STATE OF _____
COUNTY OF _____

The foregoing instrument was acknowledged before me by means of ___physical presence or ___online notarization this _____ day of _____, 20____, by Michelle Williamson, as Chair, for and on behalf of the Southwest Florida Water Management District. She is personally known to me or who has produced _____, as identification.

Notary Public, State of Florida

Approved Subject to Proper Execution:

Printed, Typed or Stamped Name

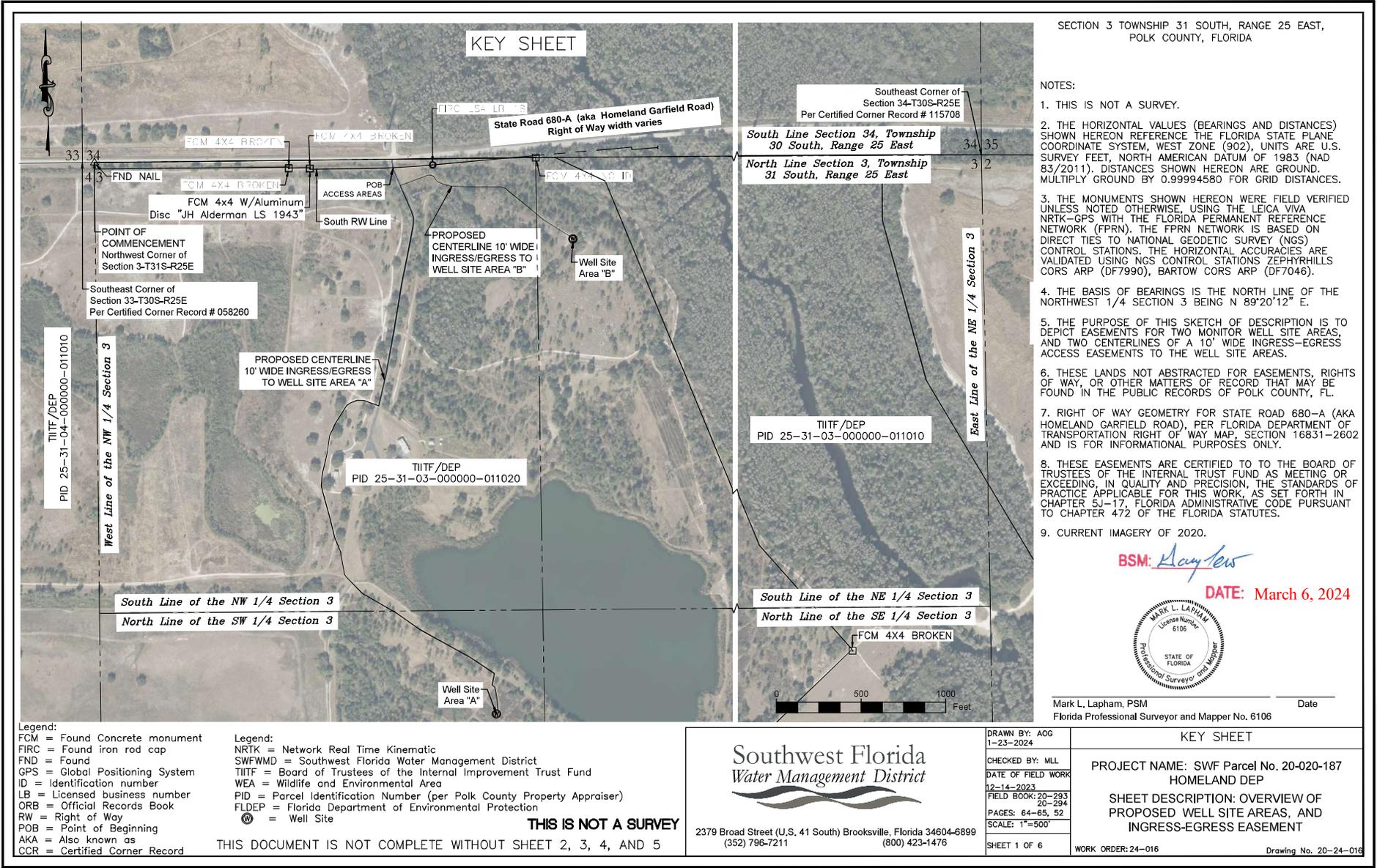
By: _____
SWFWMD Attorney Date

My Commission Expires: _____

Commission/Serial No. _____

Approved By:

Paul J. Bispham, Secretary Date



SECTION 3 TOWNSHIP 31 SOUTH, RANGE 25 EAST,
POLK COUNTY, FLORIDA

- NOTES:
1. THIS IS NOT A SURVEY.
 2. THE HORIZONTAL VALUES (BEARINGS AND DISTANCES) SHOWN HEREON REFERENCE THE FLORIDA STATE PLANE COORDINATE SYSTEM, WEST ZONE (902), UNITS ARE U.S. SURVEY FEET, NORTH AMERICAN DATUM OF 1983 (NAD 83/2011). DISTANCES SHOWN HEREON ARE GROUND. MULTIPLY GROUND BY 0.99994580 FOR GRID DISTANCES.
 3. THE MONUMENTS SHOWN HEREON WERE FIELD VERIFIED UNLESS NOTED OTHERWISE, USING THE LEICA VIVA NRTK-GPS WITH THE FLORIDA PERMANENT REFERENCE NETWORK (FPRN). THE FPRN NETWORK IS BASED ON DIRECT TIES TO NATIONAL GEODETIC SURVEY (NGS) CONTROL STATIONS. THE HORIZONTAL ACCURACIES ARE VALIDATED USING NGS CONTROL STATIONS ZEPHYRHILLS CORS ARP (DF7990), BARTOW CORS ARP (DF7046).
 4. THE BASIS OF BEARINGS IS THE NORTH LINE OF THE NORTHWEST 1/4 SECTION 3 BEING N 89°20'12" E.
 5. THE PURPOSE OF THIS SKETCH OF DESCRIPTION IS TO DEPICT EASEMENTS FOR TWO MONITOR WELL SITE AREAS, AND TWO CENTERLINES OF A 10' WIDE INGRESS-EGRESS ACCESS EASEMENTS TO THE WELL SITE AREAS.
 6. THESE LANDS NOT ABSTRACTED FOR EASEMENTS, RIGHTS OF WAY, OR OTHER MATTERS OF RECORD THAT MAY BE FOUND IN THE PUBLIC RECORDS OF POLK COUNTY, FL.
 7. RIGHT OF WAY GEOMETRY FOR STATE ROAD 680-A (AKA HOMELAND GARFIELD ROAD), PER FLORIDA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY MAP, SECTION 16831-2602 AND IS FOR INFORMATIONAL PURPOSES ONLY.
 8. THESE EASEMENTS ARE CERTIFIED TO THE BOARD OF TRUSTEES OF THE INTERNAL TRUST FUND AS MEETING OR EXCEEDING, IN QUALITY AND PRECISION, THE STANDARDS OF PRACTICE APPLICABLE FOR THIS WORK, AS SET FORTH IN CHAPTER 51-17, FLORIDA ADMINISTRATIVE CODE PURSUANT TO CHAPTER 472 OF THE FLORIDA STATUTES.
 9. CURRENT IMAGERY OF 2020.

BSM: *May Lew*

DATE: March 6, 2024



Mark L. Lapham, PSM
Florida Professional Surveyor and Mapper No. 6106

- Legend:
- FCM = Found Concrete monument
 - FIRC = Found iron rod cap
 - FND = Found
 - GPS = Global Positioning System
 - ID = Identification number
 - LB = Licensed business number
 - ORB = Official Records Book
 - RW = Right of Way
 - POB = Point of Beginning
 - AKA = Also known as
 - CCR = Certified Corner Record

- Legend:
- NRTK = Network Real Time Kinematic
 - SWFWMD = Southwest Florida Water Management District
 - TIITF = Board of Trustees of the Internal Improvement Trust Fund
 - WEA = Wildlife and Environmental Area
 - PID = Parcel Identification Number (per Polk County Property Appraiser)
 - FLDEP = Florida Department of Environmental Protection
 - ⊕ = Well Site

THIS IS NOT A SURVEY

THIS DOCUMENT IS NOT COMPLETE WITHOUT SHEET 2, 3, 4, AND 5



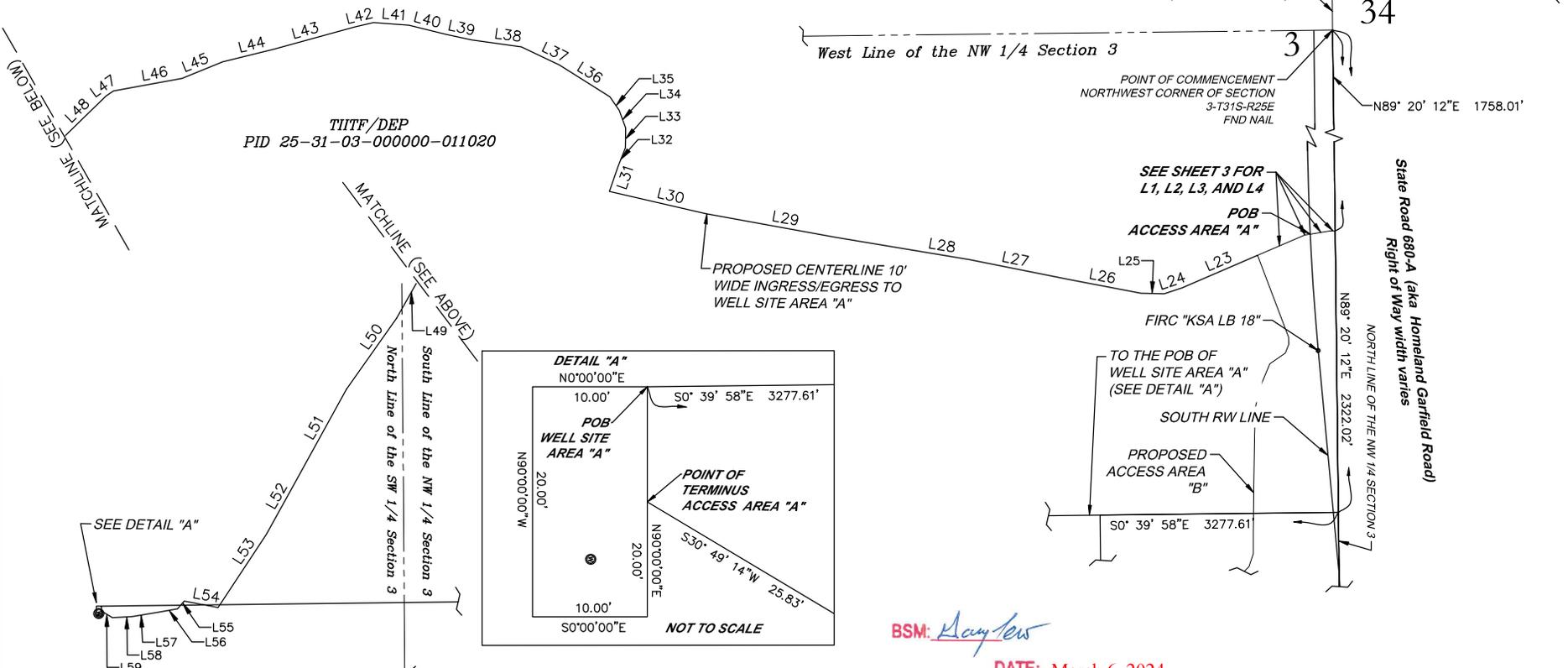
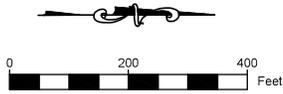
2379 Broad Street (U.S. 41 South) Brooksville, Florida 34604-6899
(352) 796-7211 (800) 423-1476

DRAWN BY: AGC
1-23-2024
CHECKED BY: MLL
DATE OF FIELD WORK
12-14-2023
FIELD BOOK: 20-293
20-294
PAGES: 64-65, 52
SCALE: 1"=500'
SHEET 1 OF 6

KEY SHEET
PROJECT NAME: SWF Parcel No. 20-020-187
HOMELAND DEP
SHEET DESCRIPTION: OVERVIEW OF
PROPOSED WELL SITE AREAS, AND
INGRESS-EGRESS EASEMENT
WORK ORDER: 24-016 Drawing No. 20-24-016

EXHIBIT "A"

SECTION 3, TOWNSHIP 31 SOUTH, RANGE 25 EAST,
POLK COUNTY, FLORIDA



BSM: *Lucy Lewis*
DATE: March 6, 2024

- Legend:
- FCM = Found Concrete monument
 - FIRC = Found iron rod cap
 - FND = Found
 - GPS = Global Positioning System
 - ID = Identification number
 - LB = Licensed business number
 - ORB = Official Records Book
 - RW = Right of Way
 - POB = Point of Beginning
 - AKA = Also known as
 - CCR = Certified Corner Record

- Legend:
- NRTK = Network Real Time Kinematic
 - SWFWMD = Southwest Florida Water Management District
 - TIITF = Board of Trustees of the Internal Improvement Trust Fund
 - WEA = Wildlife and Environmental Area
 - PID = Parcel Identification Number (per Polk County Property Appraiser)
 - FLDEP = Florida Department of Environmental Protection
 - ⊙ = Well Site

THIS IS NOT A SURVEY

THIS DOCUMENT IS NOT COMPLETE WITHOUT SHEET 1, 3, 4, 5, AND 6

See sheet 5 for Description
See sheet 1 for Key Sheet, notes and signature.

 2379 Broad Street (U.S. 41 South) Brooksville, Florida 34604-6899 (352) 796-7211 (800) 423-1476	DRAWN BY: AOG 1-23-2024	SKETCH OF DESCRIPTION
	CHECKED BY: MLL DATE OF FIELD WORK 12-14-2023 FIELD BOOK: 20-293 20-294 PAGES: 64-65, 52 SCALE: 1"=200'	PROJECT NAME: SWF Parcel No. 20-020-187 HOMELAND DEP SHEET DESCRIPTION: DETAIL OF INGRESS-EGRESS EASEMENT TO WELL SITE AREA "A"
SHEET 2 OF 6	WORK ORDER: 24-016	Drawing No. 20-24-016

SECTION 3, TOWNSHIP 31 SOUTH, RANGE 25 EAST,
POLK COUNTY, FLORIDA

ACCESS AREA "A"		
Line #	Bearing	Distance
L23	S23°15'37"E	165.49
L24	S18°26'24"E	37.62
L25	S1°13'09"W	46.60
L26	S10°49'52"W	142.72
L27	S11°15'35"W	208.23
L28	S9°29'41"W	270.87
L29	S10°18'28"W	266.02
L30	S12°57'12"W	197.89
L31	N71°09'07"W	53.71
L32	N68°42'30"W	39.25

ACCESS AREA "A"		
Line #	Bearing	Distance
L33	N89°06'18"W	39.68
L34	S70°40'13"W	37.44
L35	S55°30'55"W	33.29
L36	S32°08'18"W	120.02
L37	S25°37'57"W	84.54
L38	S7°47'00"W	100.70
L39	S12°05'54"W	53.24
L40	S13°44'06"W	76.02
L41	S4°24'00"W	71.24
L42	S13°21'03"E	39.63

ACCESS AREA "A"		
Line #	Bearing	Distance
L43	S15°17'45"E	168.04
L44	S13°44'02"E	105.29
L45	S22°19'18"E	87.94
L46	S10°18'38"E	139.76
L47	S34°13'25"E	18.36
L48	S44°17'32"E	137.40
L49	S60°19'08"E	229.26
L50	S54°44'47"E	174.41
L51	S61°13'08"E	203.01
L52	S61°01'52"E	129.10

ACCESS AREA "A"		
Line #	Bearing	Distance
L53	S56°30'29"E	175.66
L54	S10°36'15"W	69.33
L55	S49°08'09"E	20.40
L56	S10°38'59"E	40.25
L57	S9°08'40"E	52.27
L58	S3°14'57"E	39.76
L59	S30°49'14"W	25.83

BSM: *Ray Lewis*

DATE: March 6, 2024

See sheet 2 for Sketch
See sheet 5 for Description
See sheet 1 for Key Sheet, notes and signature.

THIS IS NOT A SURVEY

THIS DOCUMENT IS NOT COMPLETE WITHOUT SHEET 1, 2, 3, 5, AND 6



2379 Broad Street (U.S. 41 South) Brooksville, Florida 34604-6899
(352) 796-7211 (800) 423-1476

DRAWN BY: AOG
1-23-2024
CHECKED BY: MLL
DATE OF FIELD WORK
12-14-2023
FIELD BOOK: 20-293
20-294
PAGES: 64-65, 52
NOT TO SCALE
SHEET 4 OF 6

LINE TABLE
PROJECT NAME: SWF Parcel No. 20-020-187
HOMELAND DEP
SHEET DESCRIPTION: LINE TABLE FOR ACCESS
AREA "A"
WORK ORDER: 24-016
Drawing No. 20-24-016

SECTION 3, TOWNSHIP 31 SOUTH, RANGE 25 EAST,
POLK COUNTY, FLORIDA

LEGAL DESCRIPTION: PARCEL NO. 20-020-187 (PROPOSED ACCESS AREA "A")

A STRIP OF LAND 10 FEET WIDE LYING AND BEING A PORTION OF SECTION 3, TOWNSHIP 31 SOUTH, RANGE 25 EAST, POLK COUNTY, FLORIDA LYING SOUTH OF STATE ROAD 680-A (AKA HOMELAND GARFIELD ROAD) AND WEST OF THE PEACE RIVER, THE CENTERLINE OF SAID 10 FOOT STRIP, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHWEST CORNER OF SECTION 3, TOWNSHIP 31 SOUTH, RANGE 25 EAST, POLK COUNTY, FLORIDA; THENCE RUN ALONG THE NORTH LINE OF SAID SECTION 3 (BEING THE BASIS OF BEARINGS FOR THIS DESCRIPTION) NORTH 89°20'12" EAST, A DISTANCE OF 1758.01 FEET; THENCE LEAVING SAID NORTH LINE SOUTH 00°39'48" EAST, A DISTANCE OF 11.00 FEET; THENCE SOUTH 09°11'18" EAST A DISTANCE OF 39.49 FEET TO AN INTERSECTION WITH THE SOUTH RIGHT OF WAY OF STATE ROAD 680-A (AKA HOMELAND GARFIELD ROAD), PER FLORIDA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY MAP, SECTION 16831-2602 FOR A POINT OF BEGINNING;

THENCE SOUTH 09°11'18" EAST 10.97 FEET TO THE CENTERLINE OF AN EXISTING DRIVEWAY; THENCE ALONG THE CENTERLINE OF THE EXISTING DRIVEWAY AND TRAIL THE FOLLOWING 38 COURSES:

- 1) THENCE SOUTH 23°15'37" EAST, A DISTANCE OF 103.20 FEET;
- 2) THENCE SOUTH 23°15'37" EAST, A DISTANCE OF 165.49 FEET;
- 3) THENCE SOUTH 18°26'24" EAST, A DISTANCE OF 37.62 FEET;
- 4) THENCE SOUTH 01°13'09" WEST, A DISTANCE OF 46.60 FEET;
- 5) THENCE SOUTH 10°49'52" WEST, A DISTANCE OF 142.72 FEET;
- 6) THENCE SOUTH 11°15'35" WEST, A DISTANCE OF 208.23 FEET;
- 7) THENCE SOUTH 09°29'41" WEST, A DISTANCE OF 270.87 FEET;
- 8) THENCE SOUTH 10°18'28" WEST, A DISTANCE OF 266.02 FEET;
- 9) THENCE SOUTH 12°57'12" WEST, A DISTANCE OF 197.89 FEET;
- 10) THENCE NORTH 71°09'07" WEST, A DISTANCE OF 53.71 FEET;
- 11) THENCE NORTH 68°42'30" WEST, A DISTANCE OF 39.25 FEET;
- 12) THENCE NORTH 89°06'18" WEST, A DISTANCE OF 39.68 FEET;
- 13) THENCE SOUTH 70°40'13" WEST, A DISTANCE OF 37.44 FEET;
- 14) THENCE SOUTH 55°30'55" WEST, A DISTANCE OF 33.29 FEET;
- 15) THENCE SOUTH 32°08'18" WEST, A DISTANCE OF 120.02 FEET;
- 16) THENCE SOUTH 25°37'57" WEST, A DISTANCE OF 84.54 FEET;
- 17) THENCE SOUTH 07°47'00" WEST, A DISTANCE OF 100.70 FEET;
- 18) THENCE SOUTH 12°05'54" WEST, A DISTANCE OF 53.24 FEET;
- 19) THENCE SOUTH 13°44'06" WEST, A DISTANCE OF 76.02 FEET;
- 20) THENCE SOUTH 04°24'00" WEST, A DISTANCE OF 71.24 FEET;
- 21) THENCE SOUTH 13°21'03" EAST, A DISTANCE OF 39.63 FEET;
- 22) THENCE SOUTH 15°17'45" EAST, A DISTANCE OF 168.04 FEET;
- 23) THENCE SOUTH 13°44'02" EAST, A DISTANCE OF 105.29 FEET;
- 24) THENCE SOUTH 22°19'18" EAST, A DISTANCE OF 87.94 FEET;
- 25) THENCE SOUTH 10°18'38" EAST, A DISTANCE OF 139.76 FEET;
- 26) THENCE SOUTH 34°13'25" EAST, A DISTANCE OF 18.36 FEET;
- 27) THENCE SOUTH 44°17'32" EAST, A DISTANCE OF 137.40 FEET;
- 28) THENCE SOUTH 60°19'08" EAST, A DISTANCE OF 229.26 FEET;
- 29) THENCE SOUTH 54°44'47" EAST, A DISTANCE OF 174.41 FEET;
- 30) THENCE SOUTH 61°13'08" EAST, A DISTANCE OF 203.01 FEET;

THIS IS NOT A SURVEY

THIS DOCUMENT IS NOT COMPLETE WITHOUT SHEET 1, 2, 3, 4, AND 6

- 31) THENCE SOUTH 61°01'52" EAST, A DISTANCE OF 129.10 FEET;
- 32) THENCE SOUTH 56°30'29" EAST, A DISTANCE OF 175.66 FEET;
- 33) THENCE SOUTH 10°36'15" WEST, A DISTANCE OF 69.33 FEET;
- 34) THENCE SOUTH 49°08'09" EAST, A DISTANCE OF 20.40 FEET;
- 35) THENCE SOUTH 10°38'59" EAST, A DISTANCE OF 40.25 FEET;
- 36) THENCE SOUTH 09°08'40" EAST, A DISTANCE OF 52.27 FEET;
- 37) THENCE SOUTH 03°14'57" EAST, A DISTANCE OF 39.76 FEET;
- 38) THENCE SOUTH 30°49'14" WEST, A DISTANCE OF 25.83 FEET TO THE NORTH LINE OF A PROPOSED WELL SITE AREA "A" AND THE POINT OF TERMINUS.

LEGAL DESCRIPTION: PARCEL NO. 20-020-187 (PROPOSED WELL SITE AREA "A")

A 10 FOOT BY 20 FOOT PARCEL OF LAND LYING IN SECTION 3, TOWNSHIP 31 SOUTH, RANGE 25 EAST, POLK COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHWEST CORNER OF SECTION 3, TOWNSHIP 31 SOUTH, RANGE 25 EAST, POLK COUNTY, FLORIDA; THENCE RUN ALONG THE NORTH LINE OF SAID SECTION 3 (BEING THE BASIS OF BEARINGS FOR THIS DESCRIPTION) NORTH 89°20'12" EAST, A DISTANCE OF 2322.02 FEET; THENCE LEAVING SAID NORTH LINE SOUTH 0°39'58" EAST, A DISTANCE OF 3277.61 FEET FOR A POINT OF BEGINNING; THENCE NORTH 90°00'00" EAST, A DISTANCE OF 20.00 FEET; THENCE SOUTH 00°00'00" EAST, A DISTANCE OF 10.00 FEET; THENCE NORTH 90°00'00" WEST, A DISTANCE OF 20.00 FEET; THENCE NORTH 00°00'00" EAST, A DISTANCE OF 10.00 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED LANDS CONTAINS 200 SQFT OR 0.005 ACRES ±

BSM: *Amy Lew*

DATE: March 6, 2024

See sheet 2 for Sketch.
See sheet 1 for Key Sheet, notes and signature.

 2379 Broad Street (U.S. 41 South) Brooksville, Florida 34604-6899 (352) 796-7211 (800) 423-1476	DRAWN BY: AOG 1-23-2024	LEGAL DESCRIPTION
	CHECKED BY: MLL DATE OF FIELD WORK 12-14-2023 FIELD BOOK: 20-293 20-294 PAGES: 64-65, 52 NOT TO SCALE	PROJECT NAME: SWF Parcel No. 20-020-187 HOMELAND DEP SHEET DESCRIPTION: LEGAL DESCRIPTION OF PROPOSED INGRESS-EGRESS ACCESS AREA "A" EASEMENT AND WELL SITE AREA "A"
SHEET 5 OF 6		WORK ORDER: 24-016 Drawing No. 20-24-016

SECTION 3, TOWNSHIP 31 SOUTH, RANGE 25 EAST,
POLK COUNTY, FLORIDA

LEGAL DESCRIPTION: PARCEL NO. 20-020-187 (PROPOSED ACCESS AREA "B")

A STRIP OF LAND 10 FEET WIDE LYING AND BEING A PORTION OF SECTION 3, TOWNSHIP 31 SOUTH, RANGE 25 EAST, POLK COUNTY, FLORIDA LYING SOUTH OF STATE ROAD 680-A (AKA HOMELAND GARFIELD ROAD) AND WEST OF THE PEACE RIVER, THE CENTERLINE OF SAID 10 FOOT STRIP, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHWEST CORNER OF SECTION 3, TOWNSHIP 31 SOUTH, RANGE 25 EAST, POLK COUNTY, FLORIDA; THENCE RUN ALONG THE NORTH LINE OF SAID SECTION 3 (BEING THE BASIS OF BEARINGS FOR THIS DESCRIPTION) NORTH 89°20'12" EAST, A DISTANCE OF 1758.01 FEET; THENCE LEAVING SAID NORTH LINE SOUTH 00°39'48" EAST, A DISTANCE OF 11.00 FEET; THENCE SOUTH 09°11'18" EAST A DISTANCE OF 39.49 FEET TO AN INTERSECTION WITH THE SOUTH RIGHT OF WAY OF STATE ROAD 680-A (AKA HOMELAND GARFIELD ROAD), PER FLORIDA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY MAP, SECTION 16831-2602 FOR A POINT OF BEGINNING;

THENCE SOUTH 09°11'18" EAST 10.97 FEET TO THE CENTERLINE OF AN EXISTING DRIVEWAY; THENCE ALONG THE CENTERLINE OF THE EXISTING DRIVEWAY AND TRAIL THE FOLLOWING 17 COURSES:

- 1) THENCE SOUTH 23°15'37" EAST, A DISTANCE OF 103.20 FEET;
- 2) THENCE NORTH 69°16'29" EAST, A DISTANCE OF 175.42 FEET;
- 3) THENCE NORTH 88°45'19" EAST, A DISTANCE OF 14.46 FEET;
- 4) THENCE SOUTH 68°12'16" EAST, A DISTANCE OF 18.62 FEET;
- 5) THENCE SOUTH 34°53'00" EAST, A DISTANCE OF 37.92 FEET;
- 6) THENCE SOUTH 67°19'50" EAST, A DISTANCE OF 49.73 FEET;
- 7) THENCE SOUTH 76°53'20" EAST, A DISTANCE OF 41.86 FEET;
- 8) THENCE SOUTH 88°05'29" EAST, A DISTANCE OF 56.61 FEET;
- 9) THENCE SOUTH 89°15'48" EAST, A DISTANCE OF 97.76 FEET;

- 10) THENCE SOUTH 89°26'45" EAST, A DISTANCE OF 98.88 FEET;
- 11) THENCE SOUTH 89°33'34" EAST, A DISTANCE OF 40.86 FEET;
- 12) THENCE SOUTH 71°34'13" EAST, A DISTANCE OF 26.84 FEET;
- 13) THENCE SOUTH 45°04'33" EAST, A DISTANCE OF 24.05 FEET;
- 14) THENCE SOUTH 51°13'04" EAST. A DISTANCE OF 167.12 FEET;
- 15) THENCE SOUTH 49°47'17" EAST, A DISTANCE OF 96.39 FEET;
- 16) THENCE SOUTH 57°38'29" EAST, A DISTANCE OF 114.27 FEET;
- 17) THENCE SOUTH 58°25'21" EAST, A DISTANCE OF 92.23 FEET TO A POINT OF TERMINUS ON THE NORTH BOUNDARY OF THE PROPOSED WELL SITE "B".

LEGAL DESCRIPTION: PARCEL NO 20-020-187 (PROPOSED WELL SITE AREA "B")

A 10 FOOT BY 10 FOOT PARCEL OF LAND LYING IN SECTION 3, TOWNSHIP 31 SOUTH, RANGE 25 EAST, POLK COUNTY, FLORIDA, BEING MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCE AT THE NORTHWEST CORNER OF SECTION 3, TOWNSHIP 31 SOUTH, RANGE 25 EAST, POLK COUNTY, FLORIDA; THENCE RUN ALONG THE NORTH LINE OF SAID SECTION 3 (BEING THE BASIS OF BEARINGS FOR THIS DESCRIPTION) NORTH 89°20'12" EAST, A DISTANCE OF 2322.02' FEET; THENCE LEAVING SAID NORTH LINE SOUTH 0°39'58" EAST, A DISTANCE OF 478.51 FEET; THENCE NORTH 89°19'47" EAST, A DISTANCE OF 494.13 FEET FOR A POINT OF BEGINNING;

THENCE NORTH 90°00'00" EAST, A DISTANCE OF 10.00 FEET; THENCE SOUTH 00°00'00" EAST, A DISTANCE OF 10.00 FEET; THENCE NORTH 90°00'00" WEST, A DISTANCE OF 10.00 FEET; THENCE NORTH 00°00'00" WEST, A DISTANCE OF 10.00 FEET TO THE POINT OF BEGINNING.

THE ABOVE DESCRIBED LANDS CONTAINS 100 SQFT OR 0.002 ACRES ±

BSM: *Amy Lew*

DATE: March 6, 2024

See sheet 3 Sketch.
See sheet 1 for Key Sheet, notes and signature.

THIS IS NOT A SURVEY

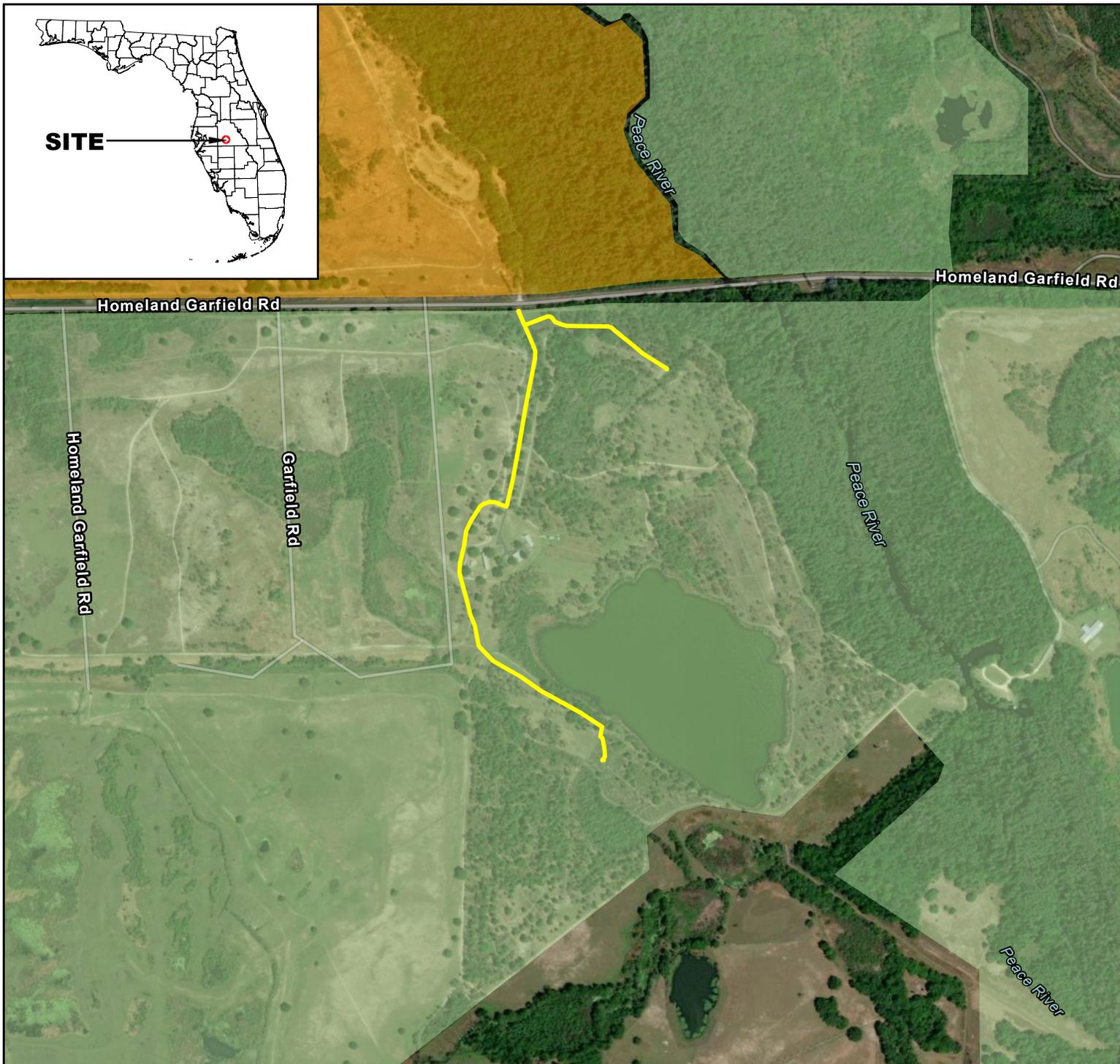
THIS DOCUMENT IS NOT COMPLETE WITHOUT SHEET 1, 2, 3, 4, AND 5

Southwest Florida
Water Management District

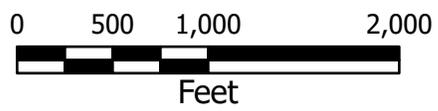
2379 Broad Street (U.S. 41 South) Brooksville, Florida 34604-6899
(352) 796-7211 (800) 423-1476

DRAWN BY: AOG 1-23-2024
CHECKED BY: MLL
DATE OF FIELD WORK 12-14-2023
FIELD BOOK: 20-293 20-294
PAGES: 64-65, 52
NOT TO SCALE
SHEET 6 OF 6

LEGAL DESCRIPTION
PROJECT NAME: SWF Parcel No. 20-020-187 HOMELAND DEP
SHEET DESCRIPTION: LEGAL DESCRIPTION OF PROPOSED INGRESS-EGRESS ACCESS AREA "B" EASEMENT AND WELL SITE AREA "B"
WORK ORDER: 24-016
Drawing No. 20-24-016



 Subject Parcels
 State Managed Conservation Lands
 City/County Managed Conservation Lands



Easement 33578

Polk County, Florida

CONSENT AGENDA

July 23, 2024

Operations, Lands and Resource Monitoring Committee: Perpetual Easement – Masters Avenue at Wildwood, SWF Parcel No. 19-020-101

Purpose

The purpose of this item is to recommend the Governing Board accept a donation of a perpetual easement (Easement) from the City of Wildwood (City) for access to the existing monitor well site at Masters Avenue in Wildwood, Florida (SID 23135). A general location map, a site map, and Easement are included as Exhibits 1, 2, and 3, respectively.

Background/History

The existing Masters Avenue in Wildwood upper Floridan aquifer well is the only monitoring well with a long period of record in northern Sumter County. The District has been recording water levels from the well since 1978. The well is critical for setting lake minimum flows and levels in the area and important for monitoring potential impacts from water use permits in the area. It is an at-risk well because there is no existing agreement to access, monitor, and maintain the well. The City is willing to grant an Easement at no cost to allow access for monitoring, maintenance, and repair of the well.

Benefit/Costs

The City is granting this Easement to the District at no cost. Monitoring costs are \$140 per year. Acceptance of this donation will provide the District with the necessary access to the Masters Avenue at Wildwood data collection site.

Deliverables

Grantor shall deliver executed Easement to the District for recording.

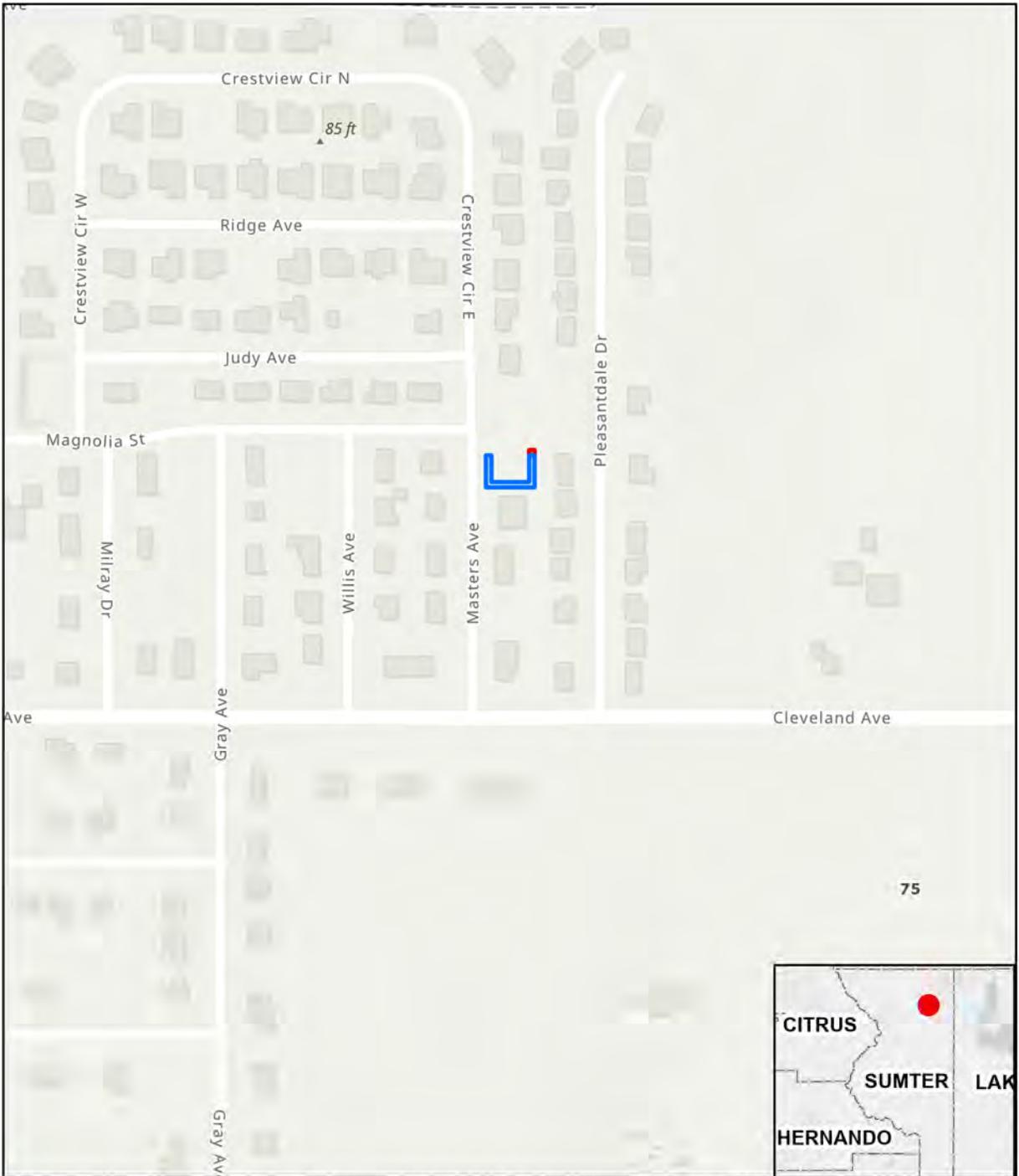
Staff Recommendation:

Approve the Easement and authorize the Chair and Secretary to execute on behalf of the District; and Authorize Staff to execute any other documents necessary to complete the transaction in accordance with the approved terms.

Presenter:

Ellen Morrison, Bureau Chief, Land Resources Bureau

Exhibit 1
SWF Parcel No. 19-020-101
Location Map



Esri, NASA, NGA, USGS, FEMA, Esri Community Maps Contributors, FDEP, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc., METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS, FDER, Esri, TomTom, Garmin, FAO, NOAA, USGS, EPA, NPS, USFWS

- Well Site
- Ingress/Egress Access

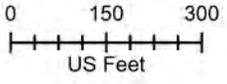
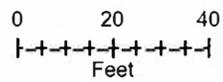


Exhibit 2
SWF Parcel No. 19-020-101
Site Map



Southwest Florida Water Management District, Esri Community Maps Contributors, FDEP, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, Sajeograph, GeoTechnologies, Inc, MEI/NASA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS

-  Well Site
-  Ingress/Egress Access



Southwest Florida
Water Management District

Exhibit 3

Prepared by return to:
Southwest Florida Water Management District
2379 Broad Street
Brooksville, FL 34604-6899
Attn. Operations and Land Management Bureau

PERPETUAL EASEMENT

This Easement (this "Easement") is made this ____ day of _____ 2024, by and between the City of Wildwood, a municipality of the State of Florida, having an address of 100 N. Main Street, Wildwood, Florida 34785, hereinafter called "Grantor", and the Southwest Florida Water Management District, a public corporation, having an address of 2379 Broad Street, Brooksville, Florida 34604-6899, hereinafter referred to as "Grantee".

Grantor, for and in consideration of the sum of Ten Dollars and no cents (\$10.00) and other good and valuable consideration from Grantee to Grantor, the receipt and sufficiency of which are hereby acknowledged, hereby grants, bargains, sells and conveys to Grantee a non-exclusive, perpetual easement to enter upon, over and across and to use any and all lands more particularly described below for solely for the following purposes:

- a. To maintain, repair or replace one monitoring well and data monitoring equipment over the land more particularly described on **Exhibit "A"** (the "Well Site Easement Area"); and
- b. For ingress and egress upon, over and across the land more particularly described on **Exhibit "A"** (the "Access Easement Area") to access the monitoring wells and equipment in order to perform hydrologic measurements.

Grantee shall exercise all of its rights contained in this Easement in the least intrusive manner so as not to interfere with Grantor's use of its property. Grantor reserves the right to use the Well Site Easement Area and Access Easement Area in any manner not inconsistent with this Easement; provided, however, that Grantor shall avoid physically disturbing the well casing or cover (water meter box) of the monitoring well or wells in any way without the prior written approval of Grantee, which approval shall not be unreasonably withheld, conditioned or delayed. Grantee hereby agrees to restore the Well Site Easement Area and Access Easement Area to the same condition as it was prior to any construction, maintenance, repair or access by Grantee.

Grantee hereby agrees to protect, indemnify and hold harmless the Grantor from and against any and all liabilities, losses, damages or expenses, reasonable attorneys' fees and costs, whether incurred out of court or in litigation including fees and costs incurred for representation on appeals, expert witness fees and costs for paralegal assistance, arising on account of, relating to, in connection with loss of life, bodily injury or damage to property, arising out of the use of the Well Site Easement Area or the Access Easement Area by the Grantee and its contractors and agents, except to the extent such liability is finally judicially determined to directly arise from the willful misconduct or negligence of the Grantor. Upon receiving knowledge of any suit, claim or demand asserted by a third party that Grantor believes is covered by this indemnity, the Grantor shall give the Grantee notice of the matter. Any failure or unreasonable delay of the Grantor to notify the Grantee of any such suit, claim or demand shall not relieve the Grantee of its obligations under this provision but shall reduce such obligations to the extent of any increase in those obligations caused solely by any such failure or

unreasonable delay. This provision shall not be construed as a waiver of Grantee's sovereign immunity for torts or an extension of such liability beyond the limits established in Section 768.28, F.S.

All provisions of this instrument, including the benefits and burdens, run with the land and are binding upon and inure to the benefit of the respective assigns, successors, and tenants of the parties hereto. This Easement may be amended or modified only by an instrument signed by Grantor and Grantee.

The formation, interpretation and performance of this Easement shall be construed pursuant to and governed by the laws of the State of Florida. In the event of any dispute arising out of this Easement or any instrument given in connection herewith, or in the event it shall become necessary for any party to employ counsel to protect the party under this Easement or any instrument given in connection herewith, the prevailing party shall be entitled to recover reasonable attorneys' fees and costs, whether incurred out of court or in litigation including fees and costs incurred for representation on appeals, expert witness fees and costs for paralegal assistance, to the extent permitted under Section 768.28, F.S. This provision does not constitute a waiver of the Grantor's or the Grantee's sovereign immunity or extend the Grantor's or the Grantee's liability beyond the limits established in Section 768.28, F.S.

This grant shall not constitute a dedication to the general public for any public use whatsoever, and no parties shall have any rights or entitlements pursuant to the terms of this Easement except as specifically set forth herein.

[signature pages follows]

IN WITNESS WHEREOF, Grantor has caused these presents to be executed the day and year first written above.

Grantor:

Signed, sealed and delivered
in the presence of:

City of Wildwood, a municipality,
of the State of Florida

Witness #1 signature

By: _____

Name: _____

Title: _____

Print Witness #1 name

Witness #2 signature

Print Witness #2 name

ACKNOWLEDGMENT

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____ 2024, by _____, as _____, for Hillsborough County, a political subdivision of the State of Florida. He/She [] is personally known to me or has produced _____ as identification.

(Seal)

Name of Notary

(Name of Notary typed, printed or stamped)

Commission No. _____

My Commission

Expires: _____

Grantee:

Signed, sealed and delivered
In the preserve of:

Southwest Florida Water Management
District

Witness #1 signature

By: _____

Name: _____

Title: _____

Print Witness #1 name

Witness #2 signature

Print Witness #2 name

ACKNOWLEDGMENT

STATE OF FLORIDA
COUNTY OF _____

The foregoing instrument was acknowledged before me this _____ day of _____ 2024, by _____, as _____, for the Southwest Florida Water Management District, a public corporation, on behalf of the Southwest Florida Water Management District. He/She [] is personally known to me or has produced _____ as identification.

(Seal)

Name of Notary

(Name of Notary typed, printed or stamped)

Commission No. _____

My Commission

Expires: _____

EXHIBIT "A"

Legal Description Parcel 19-020-101 (Well Site Area)

A parcel of land lying and being a portion of Section 5, Township 19 South, Range 23 East, Sumter County, Florida, being more particularly described as follows:

Commencing at the southwest corner of lot 30 of Sunny-Dell Unit 2 as recorded in Plat Book 2, Page 27 1/2 of the Public Records of Sumter County, Florida; thence along and coincident with the south line of said lot 30, South 89° 57' 35" East, a distance of 91.01 feet to the southeast corner of said lot 30; thence along and coincident with the east line of said lot 30, North 00° 02' 34" West, a distance of 60.00 feet for a POINT OF BEGINNING; thence leaving said east line and along a line that is 60.00 feet north of and parallel to the south line of said lot 30, North 89° 57' 35" West, a distance of 10.00 feet; thence along a line that is 10.00 feet west of and parallel to the east line of said lot 30, North 00° 02' 34" West, a distance of 10.00 feet; thence along a line that is 70.00 feet north of and parallel to the south line of said lot 30, South 89° 57' 35" East, a distance of 10.00 feet to a point on the east line of said lot 30; thence along and coincident with said east line, South 00° 02' 34" East, a distance of 10.00 feet to the POINT OF BEGINNING.

The above-described lands contain 100.00 SQFT or 0.002 Acres ±

The bearings shown herein are referenced to the West Zone of the Florida State Plane Coordinate System (NAD 83, 2011 adjustment) the bearing of South 89° 57' 35" East along the South line of lot 30 of Sunny-Dell Unit 2 as recorded in Plat Book 2, Page 27 1/2 of the Public Records of Sumter County, Florida, is held as reference.

Legal Description Parcel 19-020-101 (Access Area)

A parcel of land lying and being a portion of Section 5, Township 19 South, Range 23 East, Sumter County, Florida, being more particularly described as follows:

Beginning at the southwest corner of lot 30 of Sunny-Dell Unit 2 as recorded in Plat Book 2, Page 27 1/2 of the Public Records of Sumter County, Florida; thence along and coincident with the south line of said lot 30, South 89° 57' 35" East, a distance of 91.01 feet to the southeast corner of said lot 30; thence along and coincident with the east line of said lot 30, North 00° 02' 34" West, a distance of 60.00 feet; thence leaving said east line and along a line that is 60.00 feet north of and parallel to the south line of said lot 30, North 89° 57' 35" West, a distance of 10.00 feet; thence along a line that is 10.00 feet west of and parallel to the east line of said lot 30, South 00° 02' 34" East, a distance of 50.00 feet; thence along a line that is 10.00 feet north of and parallel to the south line of said lot 30, North 89° 57' 35" West, a distance of 71.00 feet; thence along a line that is 10.00 feet east of and parallel to the west line of said lot 30, North 00° 02' 48" West, a distance of 50.00 feet; thence along a line that is 60.00 feet north of and parallel to the south line of said lot 30, North 89° 57' 35" West, a distance of 10.01 feet to a point on the west line of lot 30; thence along and coincident with said west line, South 00° 02' 48" East, a distance of 60.00 feet to the POINT OF BEGINNING.

The above-described lands contain 1910.57 SQFT or 0.043 Acres ±

CONSENT AGENDA

July 23, 2024

Executive Director's Report: Approve Governing Board Minutes – June 25, 2024

Staff Recommendation:

Approve minutes as presented.

Presenter:

Brian J. Armstrong, P.G., Executive Director



**GOVERNING BOARD MEETING
TUESDAY, JUNE 25, 2024 – 9:00 AM
2379 BROAD STREET, BROOKSVILLE, FL 34604
(352) 796-7211**

MINUTES

Board Members Present

Michelle Williamson, Chair
John Mitten, Vice Chair
Jack Bispham, Secretary
Ashley Bell Barnett, Treasurer
Ed Armstrong, Member*
Kelly Rice, Member
John Hall, Member*
Dustin Rowland, Member
James Holton, Member*
Robert Stern, Member
Nancy H. Watkins, Member

*Attended via electronic media

Board Members Absent

Joel Schleicher, Member

Staff Members

Brian J. Armstrong, Executive Director
Amanda Rice, Assistant Executive Director
Chris Tumminia, General Counsel
Brian Werthmiller, Inspector General
Jennette Seachrist, Division Director
Michelle Hopkins, Division Director
Brian Starford, Division Director
Brandon Baldwin, Division Director
Michelle Weaver, Division Director

Board Administrative Support

Virginia Singer, Manager
Lori Manuel, Administrative Coordinator

1. Convene Public Meeting

The Governing Board of the Southwest Florida Water Management District (District) met for its regular meeting at 9:00 a.m., June 25, 2024, at the Brooksville Office, 2379 Broad Street, Brooksville, Florida 34604. This meeting was available for live viewing through Internet streaming. An attendance roster is archived in the District's permanent records. Approved minutes from meetings can be found on the District's website at WaterMatters.org.

1.1 Call to Order

Chair Michelle Williamson called the meeting to order. She noted that the Board meeting was being recorded for broadcast on government access channels, and public input would be provided in person. Chair Williamson stated that anyone wishing to address the Governing Board concerning any item listed on the agenda or any item that does not appear on the agenda should complete and submit a "Request to Speak" card. She stated that comments would be limited to three minutes per speaker, and when appropriate, exceptions to the three-minute limit may be granted by the Chair. Chair Williamson also requested that several individuals wishing to speak on the same topic designate a spokesperson. She introduced each member of the Governing Board and staff present at the dais (this served as roll call). A quorum was confirmed.

1.2 Invocation and Pledge of Allegiance

Vice Chair John Mitten offered the invocation and the Pledge of Allegiance.

1.3 Employee Recognition

Chair Williamson recognized Mr. Xinjian Chen for 30 years of service.

1.4 Additions/Deletions to Agenda

Mr. Brian Armstrong, Executive Director, stated there were no additions or deletions to the agenda.

1.5 Public Input for Issues Not Listed on the Published Agenda

Mr. David Ballard Geddis spoke regarding overdevelopment of agricultural land.

Consent Agenda

Finance/Outreach and Planning Committee

2.1 Governing Board Travel - Annual Environmental Permitting Summer School

Staff recommended the Board approve travel as presented.

2.2 Adopt Resolutions to Identify New Slate of Officers for Financial Documents

Staff recommended the Board:

1. Authorize the new slate of officers to apply their signatures to the required financial documents and;
2. Adopt Resolution No. 24-03 authorizing the signatures of the newly elected officers of the Governing Board of the District and the use of facsimile or manual signatures on all warrants or checks of the District and;
3. Adopt the Truist Resolution for Deposit Account document to identify the new slate of officers as authorized signers on existing accounts and give the officers the authority to give direction or confirmation to the Bank on all matters regarding the District's deposit accounts and;
4. Adopt the Truist Corporate Resolution document to identify the new slate of officers as authorized signers on existing accounts and give the officers the authority to give direction or confirmation to the Bank on all matters regarding the District's custody accounts.

2.3 Independent Auditing Services Contract

Staff recommended the Board:

1. Exercise the renewal option within the current contract and approve the second amendment to the agreement engaging JMCO to perform the fiscal year 2023-24 auditing services; and
2. Authorize the Executive Director or designee to execute the second amendment to the current contract with JMCO to perform the fiscal year 2023-24 auditing services.

Resource Management Committee

2.4 Approve Springs SWIM Plan Refinements

Staff recommended the Board approve the Weeki Wachee River, Chassahowitzka River, Homosassa River, Crystal River/Kings Bay, and Rainbow River SWIM Plan refinements in accordance with Section 373.453, F.S.

2.5 Approve the Brooker Creek Watershed Management Plan Floodplain Information for Regulatory Use and to Update Flood Insurance Rate Maps in Pinellas County (Q034)

Staff recommended the Board approve use of the Brooker Creek Watershed Management Plan floodplain information for best information available by the District ERP program and to update Flood Insurance Rate Maps in Pinellas County.

2.6 Approve the North Citrus Withlacoochee River Watershed Management Plan Floodplain Information for Regulatory Use and to Update Flood Insurance Rate Maps in Citrus County (N891)

Staff recommended the Board approve use of the North Citrus Withlacoochee River Watershed Management Plan floodplain information for best information available by the District ERP program and to update Flood Insurance Rate Maps in Citrus County.

2.7 FARMS – Farm Road Port Charlotte FL, LLC Phase 2 (H824) Charlotte County

Staff recommended the Board:

1. Approve the Farm Road Port Charlotte FL, LLC Phase 2 project for a not-to-exceed project reimbursement of \$554,200 provided by the Governing Board;
2. Authorize the transfer of \$554,200 from fund 010 H017 Governing Board FARMS Fund to the H824 Farm Road Port Charlotte FL, LLC Phase 2 project fund;
3. Authorize the Assistant Executive Director to sign the agreement.

Operations, Lands and Resource Monitoring Committee

2.8 Perpetual Easement Lake Bonnie CFWI Well Site, SWF Parcel No. 20-020-142

Staff recommended the Board:

- Approve the easement on behalf of the District; and
- Authorize Staff to execute any other documents necessary to complete the transaction in accordance with the approved terms.

2.9 Perpetual Easement North Lake Wales CFWI Well Site, SWF Parcel No. 20-020-145

Staff recommended the Board:

- Approve the easement on behalf of the District; and
- Authorize Staff to execute any other documents necessary to complete the transaction in accordance with the approved terms.

Regulation Committee

2.10 Water Use Permit No. 20 005599.012, Merced and Deyanira Chavez / Chavez Farm (Manatee County)

Staff recommended the Board approve the proposed permit attached as an exhibit.

2.11 Consider Modification of Water Shortage Order No. SWF 23-041

Staff recommended the Board approve the Second Modification to Water Shortage Order No. SWF 23-041 attached as an exhibit.

General Counsel's Report

2.12 Authorization to Issue Administrative Complaint and Order – Permit Condition Violations; Failure to Complete Corrective Construction – Hunsader Farms, Inc. – Environmental Resource Permit No. 43012840.001 – Manatee County

Staff recommended the Board:

1. Authorize District staff to issue an Administrative Complaint and Order to Hunsader Farms, Inc., and any other necessary party, to obtain compliance, to recover an administrative fine/civil penalty, and to recover District costs and attorney's fees, if appropriate.
2. Authorize District staff to pursue additional enforcement measures to obtain compliance with the terms and conditions of the Administrative Complaint and Order, including filing any appropriate actions in circuit court, if necessary.

Executive Director's Report

2.13 Approve Governing Board Minutes – May 21, 2024

Staff recommended the Board approve minutes as presented.

A motion was made and seconded to approve the Consent Agenda. The motion carried unanimously. (Audio – 00:10:43)

Discussion

Finance/Outreach and Planning Committee

Treasurer Ashley Bell Barnett called the committee to order.

3.1 Consent Item(s) Moved to Discussion - None

3.2 Fiscal Year 2025 Recommended Annual Service Budget

Mr. Brandon Baldwin, Business and IT Services Director, provided an overview of the Fiscal Year (FY) 2025 Recommended Annual Service Budget (RASB) development cycle timeline. He presented a budget development goal history from FY2021 through FY2025, and a comparison of funding sources and expenditures by category for FY2024 adopted to FY2025 proposed. Mr. Baldwin provided an overview of the Districtwide budget that explained increases and decreases in funding sources and expenditures by category.

Ms. Jennette Seachrist, Resource Management Division Director, provided an overview of the proposed FY2025 division budget. She stated the proposed FY2025 budget is approximately \$121.5 million dollars which is an approximate decrease of 0.3 percent from FY2024. Ms. Seachrist explained the increases and decreases in expenditures.

Mr. Brian Starford, Operations, Lands and Resource Monitoring Division Director, provided an overview of the proposed FY2025 division budget. He stated the proposed FY2025 budget is approximately \$50 million which is an increase of about \$6.2 million from FY2024. Mr. Starford explained the increases and decreases in expenditures.

Ms. Michelle Hopkins, Regulation Division Director, provided an overview of the proposed FY2025 division budget. She stated the proposed budget is approximately \$16.9 million which is an approximate increase of 3.3 percent. Ms. Hopkins explained the increases in expenditures.

Ms. Michelle Weaver, Employee, Outreach and General Services Division Director, provided an overview of the proposed FY2025 division budget. She stated the proposed budget is approximately \$17.3 million which is an approximate decrease of 2.1 percent. Ms. Weaver explained increases and decreases in expenditures.

Mr. Baldwin stated that the Finance, Procurement, and Information Technology bureaus comprise the Business and IT Services Division. He provided an overview of the proposed FY2025 division budget. Mr. Baldwin stated the proposed budget is approximately \$17.4 million which is an approximate increase of 1.5 percent. He explained the increases in expenditures.

Mr. Baldwin provided a summary of District expenditures by programs and Areas of Responsibility (AOR).

Staff recommended the Board authorize staff to prepare the Tentative Budget Submission for FY2025 based on the recommended budget as presented, adjusted for any modifications made by the Governing Board on June 25, changes in estimated ad valorem revenue based on the July 1 certifications of taxable value, any additional funding provided by the state, and changes recommended by staff.

A motion was made and seconded to approve staff's recommendation. The motion passed unanimously. (Audio – 00:49:00)

3.3 Budget Transfer Report

This item was for information only. No action was required.

Resource Management Committee

Board Member Dustin Rowland called the committee to order.

4.1 Consent Item(s) Moved to Discussion - None

Operations, Lands and Resource Monitoring Committee

Board Member Robert Stern called the Committee to order.

5.1 Consent Item(s) Moved to Discussion - None

5.2 Hydrologic Conditions Report

Ms. Tamera McBride, P.G., Hydrologic Data Manager, presented the hydrologic conditions update. She stated the 12-month rainfall total is in the below normal range. Ms. McBride stated the probability of transition to La Niña increases through the summer, which could increase the chance of hurricanes. She stated an extremely active Atlantic hurricane season has been predicted.

Ms. McBride provided information regarding rainfall, streamflow, groundwater levels, lake levels, public supply reservoirs and climate forecasts. She stated the near-term climate forecast indicates above normal temperatures and precipitation.

This item was for information only. No action was required.

5.3 Offer for Surplus Lands - Annutteliga Hammock (AH-2), SWF Parcel No. 15-228-1664S

Mr. Mike Singer, Real Estate Services Manager, presented information that included background information, an area map and the offer amount.

Staff recommended the Board:

- Accept the offer and authorize the Executive Director to sign the Contract for Sale and Purchase; and
- Authorize the Chairman and Secretary of the Governing Board to execute the Quit Claim Deed; and
- Authorize the conveyance of the District's interest in all phosphate, minerals, metals and petroleum in or on or under the land upon request of the buyer; and
- Authorize staff to execute any other documents necessary to complete the transaction in accordance with the approved terms.

A motion was made and seconded to approve staff's recommendation. The motion passed unanimously. (Audio – 01:00:47)

5.4 Offer for Surplus Lands - Lake Hancock (MHR-1), SWF Parcel No. 20-503-262S

Ms. Ellen Morrison, Land Resources Bureau Chief, presented information that included background information, an area map and the offer amount.

Staff recommended the Board:

- Accept the offer of \$2,262,000;
- Approve the Contract for Sale and Purchase and authorize the Executive Director to sign on the behalf of the District;
- Authorize the Chairman and Secretary of the Governing Board to execute the Quit Claim Deed;
- Authorize the conveyance of the District's interest in all phosphate, minerals, metals and petroleum in or on or under the land upon the request of the buyer;
- Authorize staff to execute any other documents necessary to complete the transaction in accordance with the approved terms.

A motion was made and seconded to approve staff's recommendation. The motion passed unanimously. (Audio – 01:04:00)

Regulation Committee

Chair Michelle Williamson called the Committee to order.

6.1 Consent Item(s) Moved to Discussion - None

6.2 Denials Referred to the Governing Board

None were presented.

General Counsel's Report

7.1 Consent Item(s) Moved to Discussion - None

7.2 Affirm Governing Board Committee Actions

Staff recommended the Board affirm the actions taken by the Governing Board Committees.

A motion was made and seconded to approve staff's recommendation. The motion passed unanimously. (Audio – 01:05:20)

Committee/Liaison Reports

8.1 Industrial Advisory Committee

A written summary of the May 10 field trip was provided.

8.2 Public Supply Advisory Committee

A written summary of the May 10 field trip was provided.

Executive Director's Report

9.1 Executive Director's Report

Mr. Brian Armstrong, Executive Director, commended staff for their efforts in development of the FY2025 RASB.

Chair's Report

10.1 Chair's Report

Vice Chair John Mitten commended staff and recognized the allotment of time and effort related to the FY2025 RASB. Chair Williamson reaffirmed this sentiment.

Chair Williamson stated the next meeting is scheduled for July 23 at 9:00 a.m., in the Tampa office.

10.2 Employee Milestones

A written summary was provided.

Adjournment

The meeting was adjourned at 10:08 a.m.

Governing Board Meeting

July 23, 2024

3. FINANCE/OUTREACH & PLANNING COMMITTEE

3.1	Discussion: Consent Item(s) Moved to Discussion	63
3.2	Discussion: Information Item: Knowledge Management: Governing Board Policy, Capital Assets.....	64
3.3	Discussion: Action Item: Investment Strategy Quarterly Update	73
3.4	Discussion: Information Item: Financial Systems Upgrade.....	85
3.5	Discussion: Action Item: Proposed Millage Rate and Tentative Budget Update for Fiscal Year 2025	87
3.6	Discussion: Action Item: Knowledge Management: Conduct of Board Meetings Policy.....	91
3.7	Submit & File: Information Item: Office of Inspector General Quarterly Update April 1 to June 30, 2024	100
3.8	Submit & File: Information Item: Budget Transfer Report	103

FINANCE/OUTREACH AND PLANNING COMMITTEE

July 23, 2024

Discussion: Consent Item(s) Moved to Discussion

Presenter:

Brandon Baldwin, Division Director, Business and Information Technology Services Division

Michelle Weaver, P.E., Division Director, Employee, Outreach and General Services Division

FINANCE/OUTREACH AND PLANNING COMMITTEE

July 23, 2024

Discussion: Information Item: Knowledge Management: Governing Board Policy, Capital Assets

Purpose

As part of the District's Knowledge Management initiative, all the District's Governing Board policies are reviewed by their respective divisions and bureaus.

A copy of the current Capital Assets Policy with the recommended changes redlined throughout the document and a clean draft copy of the revised policy is provided. The revised Capital Assets Policy will be a consent item in the August 2024 Board packet, and approval will be requested at that time.

Background/History

The District recognizes its fiduciary responsibility to manage and safeguard the District's capital assets, both tangible and intangible in nature, in accordance with all applicable governmental accounting standards, Florida Statutes and the Florida Administrative Code.

Staff performed a review of *Governing Board Policy, Capital Assets*, and even though there were no substantive changes needed, staff deemed it would be beneficial to make some minor edits to the policy. The minor modifications include updating the current threshold for informational purposes only and adding language to define attractive items.

Benefits

By reviewing and updating the Capital Assets Policy, the District will remain compliant with Chapter 274, Florida Statutes, Rule Chapter 69I-73 of the Florida Administrative Code and governmental accounting and financial reporting standards.

Staff Recommendation:

This item is for the Board's information only, and no action is required.

Presenter:

Michael Attard, Administrative and Financial Systems Manager, Finance Bureau

DRAFT

GOVERNING BOARD POLICY

Southwest Florida Water Management District

Title: Capital Assets

Document Owner: Brian Armstrong, Executive Director

Approved By: Michelle Williamson, Chair

Effective Date: MM/DD/YYYY

Supersedes: 08/27/2019

CONTENTS

PURPOSE	1
SCOPE	1
AUTHORITY	1
DEFINITIONS	1
STANDARDS	2
POLICY	2
DISTRIBUTION	2
REFERENCES	3
REVIEW PERIOD	3
DOCUMENT DETAILS	4
APPROVAL	4

PURPOSE

The Southwest Florida Water Management District recognizes its fiduciary responsibility to manage and safeguard the District’s capital assets, both tangible and intangible in nature, in accordance with all applicable governmental accounting standards, Florida Statutes (F. S.) and the Florida Administrative Code (F.A.C.).

SCOPE

This policy applies to the District’s capital assets, both tangible and intangible in nature.

AUTHORITY

Chapter 274, F.S., Tangible Personal Property Owned by Local Governments
Rule Chapter 69I-73, Tangible Personal Property Owned by Local Governments, F.A.C.
Governmental Accounting and Financial Reporting Standards

DEFINITIONS

Capital Assets – Tangible and intangible assets acquired or constructed for use in operations that will benefit the District for more than a single fiscal period. Examples include land, land improvements, construction-in-progress, infrastructure, buildings, furniture, vehicles/equipment, and software.

Tangible Personal Property – Fixtures or other tangible personal property with a value or cost threshold as established by Rule 69I-73.002, F.A.C. (current threshold ~~\$1,000~~\$5,000), and a projected useful life of one year or more. This definition is expanded to include [attractive items](#).

GOVERNING BOARD POLICY

Title: Capital Assets

Effective Date: MM/DD/YYYY

Page 2 of 4

regardless of costs and disposals of land-based renewable resources such as timber and other silvicultural products and native seed.

Attractive Items – Tangible personal property used in operations that has a cost less than an established capitalization threshold and that requires special attention to ensure legal compliance, protect public safety and avoid potential liability, or to compensate heightened risk of theft.

Intangible Assets – Assets with a projected useful life of one year or more that lack physical substance and that are neither financial in nature (neither a monetary asset nor a claim to a monetary asset) nor primarily held for the purpose of directly obtaining income or profit.

STANDARDS

All applicable Governmental Accounting and Financial Reporting Standards
Rule Chapter 69I-73, Tangible Personal Property Owned by Local Governments, F.A.C.

POLICY

The Governing Board authorizes the Executive Director or respective designees to develop and implement all practices and procedures necessary to effectively acquire, record, account for, mark, inventory and dispose of the District's capital assets. The District's practices and procedures will follow the applicable Governmental Accounting and Financial Reporting Standards, Chapter 274, F.S., Tangible Personal Property Owned by Local Governments, Rule Chapter 69I-73, Tangible Personal Property Owned by Local Governments, F.A.C., as applicable, and this Board Policy.

Land-Based Renewable Resources - The Governing Board authorizes the Executive Director or respective designees to solicit written quotes as a means of determining the current fair market value of land-based renewal resources such as timber, pine straw and native seed, and to dispose of the same by way of a work order or written agreement as part of the District's land management program. Land-based renewable resources will include, but not be limited to, timber, other silvicultural products, and native seed.

The Governing Board authorizes execution of agreements for the sale of District-owned land based renewable resources such as timber, pine straw, and native seed, by the Executive Director for agreements for sale of resources with a current market value of \$250,000 or less and by the Governing Board Chair for agreements with a current market value greater than \$250,000.

The District Governing Board authorizes the Executive Director or respective designees to declare tangible personal property as surplus property, and to dispose of any item with a current market value of \$25,000 or less, in compliance with Rule 69I-73.00~~53~~, F.A.C. The Governing Board will approve the disposition of any surplus tangible property item with a current market value greater than \$25,000, with authorization recorded in the minutes of the meeting.

Disposal of real property is governed by Board Policy, Sale, Exchange or Conveyance of Interests in Land by the District.

DISTRIBUTION

This Policy will be stored in the designated Governing Board Policy Repository. The Finance Bureau Chief will be notified if any changes to the Policy are necessary.

GOVERNING BOARD POLICY

Title: Capital Assets

Effective Date: MM/DD/YYYY

Page 3 of 4

REFERENCES

Chapter 274, F.S., Tangible Personal Property Owned by Local Governments

Rule Chapter 69I-73, Tangible Personal Property Owned by Local Governments, F.A.C.

Governmental Accounting and Financial Reporting Standards

Board Policy, Sale, Exchange or Conveyance of Interests in Land by the District

Board Policy, Procurement (in reference to Chapter 274.07)

REVIEW PERIOD

This Policy will be reviewed every five years.

DRAFT

GOVERNING BOARD POLICY

Title: Capital Assets

Effective Date: MM/DD/YYYY

Page 4 of 4

DOCUMENT DETAILS

Document Name	Capital Assets
Formerly Known As	District Tangible Personal Property
Document Type	Policy
Author(s)	Finance Bureau Chief, Accounting Manager and Property Administrator
Reviewing Stakeholder(s)	Office of General Counsel, Senior staff, and Executive staff
Document Owner Name	Brian Armstrong
Document Owner Title	Executive Director
Review Period (in days)	1825
Span of Control	Governing Board
Supersedes Date	08/27/2019
Effective Date	MM/DD/YYYY

APPROVAL

Michelle Williamson
Chair

MM/DD/YYYY
Date

DRAFT

DRAFT

GOVERNING BOARD POLICY Southwest Florida Water Management District

Title: Capital Assets

Document Owner: Brian J. Armstrong, P.G., Executive
Director

Approved By: Michelle Williamson, Chair

Effective Date: MM/DD/YYYY

Supersedes: 08/27/2019

CONTENTS

PURPOSE	1
SCOPE	1
AUTHORITY	1
DEFINITIONS	1
STANDARDS.....	2
POLICY.....	2
DISTRIBUTION.....	2
REFERENCES	3
REVIEW PERIOD	3
DOCUMENT DETAILS	4
APPROVAL	4

PURPOSE

The Southwest Florida Water Management District recognizes its fiduciary responsibility to manage and safeguard the District’s capital assets, both tangible and intangible in nature, in accordance with all applicable governmental accounting standards, Florida Statutes (F.S.) and the Florida Administrative Code (F.A.C.).

SCOPE

This policy applies to the District’s capital assets, both tangible and intangible in nature.

AUTHORITY

Chapter 274, F.S., Tangible Personal Property Owned by Local Governments
Rule Chapter 69I-73, Tangible Personal Property Owned by Local Governments, F.A.C.
Governmental Accounting and Financial Reporting Standards

DEFINITIONS

Capital Assets – Tangible and intangible assets acquired or constructed for use in operations that will benefit the District for more than a single fiscal period. Examples include land, land improvements, construction-in-progress, infrastructure, buildings, furniture, vehicles/equipment, and software.

Tangible Personal Property – Fixtures or other tangible personal property with a value or cost threshold as established by Rule 69I-73.002, F.A.C. (current threshold \$5,000), and a projected useful life of one year or more. This definition is expanded to include attractive items, regardless

GOVERNING BOARD POLICY

Title: Capital Assets

Effective Date: MM/DD/YYYY

Page 2 of 4

of costs and disposals of land-based renewable resources such as timber and other silvicultural products and native seed.

Attractive Items – Tangible personal property used in operations that has a cost less than an established capitalization threshold and that requires special attention to ensure legal compliance, protect public safety and avoid potential liability, or to compensate heightened risk of theft.

Intangible Assets – Assets with a projected useful life of one year or more that lack physical substance and that are neither financial in nature (neither a monetary asset nor a claim to a monetary asset) nor primarily held for the purpose of directly obtaining income or profit.

STANDARDS

All applicable Governmental Accounting and Financial Reporting Standards

Rule Chapter 69I-73, Tangible Personal Property Owned by Local Governments, F.A.C.

POLICY

The Governing Board authorizes the Executive Director or respective designees to develop and implement all practices and procedures necessary to effectively acquire, record, account for, mark, inventory and dispose of the District's capital assets. The District's practices and procedures will follow the applicable Governmental Accounting and Financial Reporting Standards, Chapter 274, F.S., Tangible Personal Property Owned by Local Governments, Rule Chapter 69I-73, Tangible Personal Property Owned by Local Governments, F.A.C., as applicable, and this Board Policy.

Land-Based Renewable Resources. The Governing Board authorizes the Executive Director or respective designees to solicit written quotes as a means of determining the current fair market value of land-based renewal resources such as timber, pine straw and native seed, and to dispose of the same by way of a work order or written agreement as part of the District's land management program. Land-based renewable resources will include, but not be limited to, timber, other silvicultural products, and native seed.

The Governing Board authorizes execution of agreements for the sale of District-owned land-based renewable resources such as timber, pine straw, and native seed, by the Executive Director for agreements for sale of resources with a current market value of \$250,000 or less and by the Governing Board Chair for agreements with a current market value greater than \$250,000.

The District Governing Board authorizes the Executive Director or respective designees to declare tangible personal property as surplus property, and to dispose of any item with a current market value of \$25,000 or less, in compliance with Rule 69I-73.005, F.A.C. The Governing Board will approve the disposition of any surplus tangible property item with a current market value greater than \$25,000, with authorization recorded in the minutes of the meeting.

Disposal of real property is governed by Board Policy, Sale, Exchange or Conveyance of Interests in Land by the District.

DISTRIBUTION

This Policy will be stored in the designated Governing Board Policy Repository. The Finance Bureau Chief will be notified if any changes to the Policy are necessary.

GOVERNING BOARD POLICY

Title: Capital Assets

Effective Date: MM/DD/YYYY

Page 3 of 4

REFERENCES

Chapter 274, F.S., Tangible Personal Property Owned by Local Governments

Rule Chapter 69I-73, Tangible Personal Property Owned by Local Governments, F.A.C.

Governmental Accounting and Financial Reporting Standards

Board Policy, Sale, Exchange or Conveyance of Interests in Land by the District

Board Policy, Procurement (in reference to Chapter 274.07)

REVIEW PERIOD

This Policy will be reviewed every five years.

DRAFT

GOVERNING BOARD POLICY

Title: Capital Assets

Effective Date: MM/DD/YYYY

Page 4 of 4

DOCUMENT DETAILS

Document Name	Capital Assets
Formerly Known As	District Tangible Personal Property
Document Type	Policy
Author(s)	Finance Bureau Chief, Accounting Manager and Property Administrator
Reviewing Stakeholder(s)	Office of General Counsel, Senior staff, and Executive staff
Document Owner Name	Brian J. Armstrong, P.G.
Document Owner Title	Executive Director
Review Period (in days)	1825
Span of Control	Governing Board
Supersedes Date	08/27/2019
Effective Date	MM/DD/YYYY

APPROVAL

Michelle Williamson
Chair

MM/DD/YYYY
Date

DRAFT

FINANCE/OUTREACH AND PLANNING COMMITTEE

July 23, 2024

Discussion: Action Item: Investment Strategy Quarterly Update

Purpose

Provide quarterly update of the investment portfolio.

Background

In accordance with Board Policy, *District Investment Policy*, a quarterly investment report shall include the following:

1. A listing of individual securities by class and type held at the end of the reporting period.
2. Percentage of available funds represented by each investment type.
3. Coupon, discount, or earning rate.
4. Average life or duration and final maturity of all investments.
5. Par value and market value.
6. In addition to the standard gross-of-fee-performance reporting that is presented, net-of-fee performance will be provided by the Investment Manager.
7. A summary of District's investment strategy.
8. The year-end quarterly report ended September 30th will show performance on both a book value and total rate of return basis and will compare the results to the portfolio's performance benchmarks. All investments shall be reported at fair value per GASB standards. Investment reports shall be available to the public.

Staff Recommendation:

Accept and place on file the District's Quarterly Investment Reports for the quarter ended June 30, 2024.

Presenter:

John F. Grady III, Managing Director, Public Trust Advisors, LLC

Quarterly Investment Report for Period Ended June 30, 2024



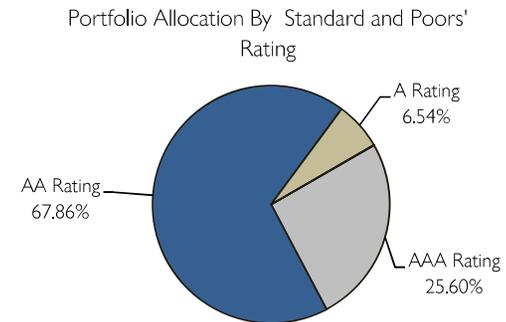
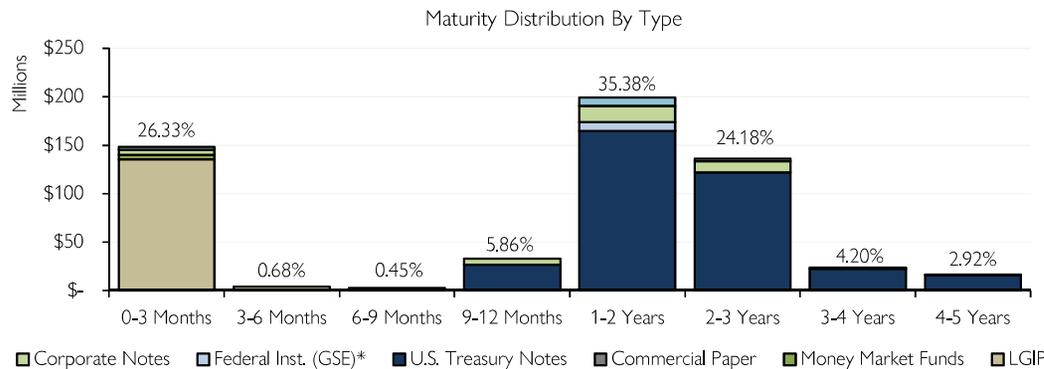
Southwest Florida Water Management District Investment Program Review
2379 Broad Street
Brooksville, FL 34604-6899

Public Trust Advisors LLC
201 E. Pine Street, Suite 750
Orlando, Florida 32801

Southwest Florida Water Management District All Assets Summary Comparison for the period April 1, 2024 to June 30, 2024

Southwest Florida Water Management District All Assets Portfolio	April 1, 2024 Beginning Balance	June 30, 2024 Ending Balance	Portfolio Characteristics	April 1, 2024 Beginning Balance	June 30, 2024 Ending Balance
Book Value Plus Accrued	\$ 579,445,553	\$ 569,073,689	Weighted Book Yield	4.18%	4.18%
Net Unrealized Gain/Loss	(6,349,368)	(6,300,892)	Weighted Market Yield	4.92%	4.98%
Net Pending Transactions	335,542	278,822	Weighted Duration	1.44 Years	1.35 Years
Market Value Plus Accrued Net	\$ 573,431,727	\$ 563,051,619			

Individual Portfolio Characteristics	April 1, 2024 Beginning Balance	June 30, 2024 Ending Balance	June 30, 2024 Monthly Earnings	June 30, 2024 Quarterly Earnings	June 30, 2024 YTD Earnings
Liquid Portfolio (FLPRIME)	\$ 149,831,798	\$ 135,642,259	\$ 618,136	\$ 1,946,461	\$ 5,878,409
Capital Projects Liquid Portfolio (FLPRIME)	-	-	-	-	-
Capital Projects Investment Portfolio	-	-	-	-	-
Short Term 1-3 Year	316,072,993	318,984,436	1,055,708	2,961,240	6,381,897
Medium Term 1-5 Year	107,526,936	108,424,924	265,698	799,714	1,948,300
Long Term 3-5 Year	-	-	-	-	-
Market Value Plus Accrued Net	\$ 573,431,727	\$ 563,051,619	\$ 1,939,542	\$ 5,707,415	\$ 14,208,606
		Less Advisory Fees:	\$ (10,272)	\$ (31,048)	\$ (93,077)
		Total Earnings Net of Fees	\$ 1,929,270	\$ 5,676,367	\$ 14,115,529
		Blended Basis Fee (Annualized)	0.02166%	0.02182%	0.02181%



(1) Yield calculations based on weighted average yields of individual investment portfolios and provided by the District. FLPrime rate is based on Participant Yield provided by District. See additional disclosures for footnotes.

Additional Disclosure

This statement is for general information purposes only and is not intended to provide specific advice or recommendations. Please review the contents of this statement carefully. Should you have any questions regarding the information presented, calculation methodology, investment portfolio or security detail, or any other facet of your statement, please feel free to contact us.

Public Trust Advisor's monthly statement is intended to detail our investment advisory activity as well as the activity of any accounts held by clients in pools that are managed by Public Trust Advisors. The custodian bank maintains the control of assets and executes and settles all investments transactions. The custodian statement is the official record of security and cash holdings transactions. Public Trust Advisors recognizes that clients may use these reports to facilitate record keeping; therefore the custodian bank statement and the Public Trust Advisors statement should be reconciled and differences resolved. Many custodians use a settlement date basis which may result in the need to reconcile due to a timing difference. Please contact your relationship manager or our toll free number 855-395-3954 with questions regarding your account.

Public Trust Advisors does not have the authority to withdraw funds from or deposit funds to the custodian. Our clients retain responsibility for their internal accounting policies; implementing and enforcing internal controls and generating ledger entries or otherwise recording transactions.

Pricing sources from our reporting platform are provided by Clearwater reporting platform and are established by Clearwater's internal pricing procedures. Clearwater utilizes a hierarchical pricing model which starts with one of the industry's pricing sources, S&P Capital IQ. Securities with short maturities and infrequent secondary market trades are typically priced via mathematical calculations. The Securities in this investment portfolio, including shares of mutual funds, are not guaranteed or otherwise protected by Public trust Advisors, the FDIC (except for certain non-negotiable certificates of deposit) or any government agency, unless otherwise specifically stated. Investment in fixed income securities involves risks, including the possible loss of the amount invested.

Past performance is not an indication of future performance.

Beginning and Ending Balances based on Market Value plus Accrued Interest on a Trade Date basis.

Public Trust Advisors is an investment advisor registered with the Securities and Exchange Commission, and is required to maintain a written disclosure statement of our background and business experience. If you would like to receive a copy of our current disclosure statement, privacy policy, or code of ethics please contact Service Operations at the address below.

Public Trust Advisors
717 17th Street, Suite 1850

Portfolio Holdings

04/01/2024 to 06/30/2024

Description Identifier Coupon	Effective Maturity Final Maturity Duration	Trade Date Settle Date	Par Value	Original Cost Book Value	Market Value Market Price	MV + Accrued Accrued Balance	Net Unrealized Gain/Loss	% of Market Value	Callable Next Call Date	Book Yield YTM YTC	S&P Moody's
CASH								0.00%			
Cash CCYUSD 0.00%	06/30/24 06/30/24 0.00	-- --	(0.01)	(\$0.01) (\$0.01)	(\$0.01) 1.00	(\$0.01) \$0.00	\$0.00	(0.00%)	N --	0.00% 0.00% 0.00%	AAA Aaa
Receivable CCYUSD 0.00%	06/30/24 06/30/24 0.00	-- --	278,821.88	278,821.88 278,821.88	278,821.88 1.00	278,821.88 0.00	0.00	0.07%	N --	0.00% 0.00% 0.00%	AAA Aaa
CASH TOTAL	06/30/24 06/30/24 0.00	-- --	278,821.88	\$278,821.88 \$278,821.88	\$278,821.88 1.00	\$278,821.88 \$0.00	\$0.00	0.07%	N --	0.00% 0.00% 0.00%	AAA Aaa
MMFUND								0.00%			
FEDERATED HRMS GV O INST 60934N104 5.17%	06/30/24 06/30/24 0.00	-- --	4,266,875.80	\$4,266,875.80 \$4,266,875.80	\$4,266,875.80 1.00	\$4,266,875.80 \$0.00	(\$0.00)	1.00%	N --	5.18% -- --	AAAm Aaa
MMFUND TOTAL	06/30/24 06/30/24 0.00	-- --	4,266,875.80	\$4,266,875.80 \$4,266,875.80	\$4,266,875.80 1.00	\$4,266,875.80 \$0.00	(\$0.00)	1.00%	N --	5.18% -- --	AAAm Aaa
US GOV								0.00%			
UNITED STATES TREASURY 9128284F4 2.63%	03/31/25 03/31/25 0.73	04/27/22 04/28/22	4,600,000.00	\$4,590,656.25 \$4,597,553.66	\$4,513,390.65 98.12	\$4,543,743.11 \$30,352.46	(\$84,163.01)	1.06%	N --	2.70% 5.19% --	AA+ Aaa
UNITED STATES TREASURY 91282CEQ0 2.75%	05/15/25 05/15/25 0.85	06/09/22 06/10/22	9,450,000.00	9,388,353.49 9,431,131.75	9,254,540.07 97.93	9,287,730.63 33,190.56	(176,591.68)	2.17%	N --	2.98% 5.18% --	AA+ Aaa
UNITED STATES TREASURY 9128284R8 2.88%	05/31/25 05/31/25 0.89	07/07/22 07/08/22	13,000,000.00	12,928,398.44 12,976,773.50	12,732,509.79 97.94	12,764,166.21 31,656.42	(244,263.71)	2.99%	N --	3.07% 5.18% --	AA+ Aaa
UNITED STATES TREASURY 91282CEY3 3.00%	07/15/25 07/15/25 1.00	-- --	8,135,000.00	7,839,559.40 8,001,948.13	7,964,117.33 97.90	8,076,755.79 112,638.46	(37,830.81)	1.89%	N --	4.63% 5.08% --	AA+ Aaa
UNITED STATES TREASURY 912828Y79 2.88%	07/31/25 07/31/25 1.04	08/29/22 08/30/22	13,750,000.00	13,534,082.03 13,667,530.13	13,433,105.40 97.70	13,598,180.95 165,075.55	(234,424.73)	3.18%	N --	3.44% 5.07% --	AA+ Aaa
UNITED STATES TREASURY 91282CFE6 3.13%	08/15/25 08/15/25 1.08	08/29/22 08/30/22	10,370,000.00	10,276,832.08 10,333,575.97	10,152,473.07 97.90	10,274,441.65 121,968.58	(181,102.89)	2.40%	N --	3.45% 5.05% --	AA+ Aaa
UNITED STATES TREASURY 9128285J5 3.00%	10/31/25 10/31/25 1.29	06/22/23 06/26/23	9,400,000.00	9,068,796.92 9,208,001.03	9,162,429.66 97.47	9,209,940.53 47,510.87	(45,571.37)	2.15%	N --	4.60% 4.97% --	AA+ Aaa

Supporting Reports

Portfolio Holdings

04/01/2024 to 06/30/2024

Description Identifier Coupon	Effective Maturity Final Maturity Duration	Trade Date Settle Date	Par Value	Original Cost Book Value	Market Value Market Price	MV + Accrued Balance	Net Unrealized Gain/Loss	% of Market Value	Callable Next Call Date	Book Yield YTM YTC	S&P Moody's
UNITED STATES TREASURY 91282CFW6 4.50%	11/15/25 11/15/25 1.31	11/28/22 11/29/22	14,200,000.00	14,309,828.20 14,252,661.21	14,114,023.40 99.39	14,195,634.82 81,611.41	(138,637.81)	3.32%	N --	4.22% 4.96% --	AA+ Aaa
UNITED STATES TREASURY 91282M56 2.25%	11/15/25 11/15/25 1.33	11/28/22 11/29/22	11,075,000.00	10,475,825.22 10,788,381.19	10,679,155.25 96.43	10,710,980.82 31,825.58	(109,225.94)	2.51%	N --	4.21% 4.96% --	AA+ Aaa
UNITED STATES TREASURY 91282CGA3 4.00%	12/15/25 12/15/25 1.40	01/17/23 01/18/23	7,800,000.00	7,824,679.67 7,812,823.71	7,699,453.16 98.71	7,713,092.51 13,639.34	(113,370.55)	1.80%	N --	3.88% 4.92% --	AA+ Aaa
UNITED STATES TREASURY 91282CJS1 4.25%	12/31/25 12/31/25 1.41	02/01/24 02/02/24	8,525,000.00	8,529,329.10 8,528,645.31	8,443,413.11 99.04	8,444,397.65 984.54	(85,232.20)	1.98%	N --	4.22% 4.92% --	AA+ Aaa
UNITED STATES TREASURY 91282CGE5 3.88%	01/15/26 01/15/26 1.45	01/26/23 01/30/23	9,750,000.00	9,747,714.89 9,748,853.11	9,603,369.17 98.50	9,777,744.17 174,375.00	(145,483.95)	2.29%	N --	3.88% 4.90% --	AA+ Aaa
UNITED STATES TREASURY 91282CBH3 0.38%	01/31/26 01/31/26 1.55	03/15/21 03/16/21	4,450,000.00	4,355,263.68 4,418,861.76	4,147,365.25 93.20	4,154,333.65 6,968.41	(271,496.51)	0.97%	N --	0.82% 4.87% --	AA+ Aaa
UNITED STATES TREASURY 91282CGL9 4.00%	02/15/26 02/15/26 1.54	06/22/23 06/26/23	2,725,000.00	2,691,576.19 2,704,056.80	2,688,169.94 98.65	2,729,194.66 41,024.73	(15,886.87)	0.64%	N --	4.50% 4.87% --	AA+ Aaa
UNITED STATES TREASURY 91282CBQ3 0.50%	02/28/26 02/28/26 1.63	10/27/21 10/28/21	850,000.00	829,812.50 842,143.31	791,496.10 93.12	792,916.61 1,420.52	(50,647.21)	0.19%	N --	1.06% 4.83% --	AA+ Aaa
UNITED STATES TREASURY 9128286F2 2.50%	02/28/26 02/28/26 1.60	03/08/23 03/10/23	10,000,000.00	9,384,375.00 9,644,819.45	9,627,343.80 96.27	9,710,903.58 83,559.78	(17,475.65)	2.27%	N --	4.74% 4.84% --	AA+ Aaa
UNITED STATES TREASURY 91282CGR6 4.63%	03/15/26 03/15/26 1.61	05/01/23 05/03/23	12,500,000.00	12,755,859.38 12,655,896.35	12,456,543.00 99.65	12,626,210.12 169,667.12	(199,353.35)	2.95%	N --	3.86% 4.83% --	AA+ Aaa
UNITED STATES TREASURY 91282CBT7 0.75%	03/31/26 03/31/26 1.70	04/22/21 04/23/21	6,000,000.00	5,987,578.14 5,995,548.97	5,595,468.72 93.26	5,606,780.20 11,311.48	(400,080.25)	1.31%	N --	0.79% 4.80% --	AA+ Aaa
UNITED STATES TREASURY 91282CBW0 0.75%	04/30/26 04/30/26 1.79	07/08/21 07/09/21	2,450,000.00	2,454,210.94 2,451,622.06	2,278,691.39 93.01	2,281,787.18 3,095.79	(172,930.66)	0.53%	N --	0.71% 4.76% --	AA+ Aaa
UNITED STATES TREASURY 9128286S4 2.38%	04/30/26 04/30/26 1.76	05/01/23 05/03/23	12,500,000.00	11,986,816.41 12,179,135.98	11,976,562.50 95.81	12,026,579.48 50,016.98	(202,573.48)	2.81%	N --	3.84% 4.78% --	AA+ Aaa

Portfolio Holdings

04/01/2024 to 06/30/2024

Description Identifier Coupon	Effective Maturity Final Maturity Duration	Trade Date Settle Date	Par Value	Original Cost Book Value	Market Value Market Price	MV + Accrued Accrued Balance	Net Unrealized Gain/Loss	% of Market Value	Callable Next Call Date	Book Yield YTM YTC	S&P Moody's
UNITED STATES TREASURY 91282CHB0 3.63%	05/15/26 05/15/26 1.78	06/22/23 06/26/23	12,000,000.00	11,746,875.00 11,832,537.70	11,755,312.56 97.96	11,810,869.63 55,557.07	(77,225.14)	2.76%	N --	4.41% 4.77% --	AA+ Aaa
UNITED STATES TREASURY 91282CHI7 4.13%	06/15/26 06/15/26 1.86	06/22/23 06/26/23	10,300,000.00	10,229,589.82 10,252,708.88	10,181,710.89 98.85	10,200,284.66 18,573.77	(70,997.99)	2.39%	N --	4.37% 4.74% --	AA+ Aaa
UNITED STATES TREASURY 91282CCJ8 0.88%	06/30/26 06/30/26 1.94	07/22/21 07/23/21	860,000.00	866,853.13 862,801.85	797,784.38 92.77	797,804.82 20.45	(65,017.47)	0.19%	N --	0.71% 4.70% --	AA+ Aaa
UNITED STATES TREASURY 91282CHM6 4.50%	07/15/26 07/15/26 1.89	-- --	13,350,000.00	13,321,972.66 13,330,271.96	13,292,636.65 99.57	13,569,905.88 277,269.23	(37,635.30)	3.17%	N --	4.58% 4.72% --	AA+ Aaa
UNITED STATES TREASURY 91282CHU8 4.38%	08/15/26 08/15/26 1.98	08/29/23 08/30/23	13,000,000.00	12,926,367.19 12,946,370.21	12,914,687.50 99.34	13,128,750.00 214,062.50	(31,682.71)	3.07%	N --	4.58% 4.70% --	AA+ Aaa
UNITED STATES TREASURY 9128282A7 1.50%	08/15/26 08/15/26 2.05	10/11/23 10/12/23	2,800,000.00	2,555,875.00 2,614,655.01	2,620,187.50 93.58	2,635,995.19 15,807.69	5,532.49	0.62%	N --	4.82% 4.70% --	AA+ Aaa
UNITED STATES TREASURY 91282CCW9 0.75%	08/31/26 08/31/26 2.10	10/27/21 10/28/21	5,225,000.00	5,131,317.38 5,182,456.24	4,805,367.19 91.97	4,818,465.18 13,098.00	(377,089.05)	1.13%	N --	1.13% 4.68% --	AA+ Aaa
UNITED STATES TREASURY 91282CHY0 4.63%	09/15/26 09/15/26 2.06	-- --	10,575,000.00	10,508,112.31 10,525,493.23	10,560,955.13 99.87	10,704,493.51 143,538.38	35,461.90	2.50%	N --	4.85% 4.69% --	AA+ Aaa
UNITED STATES TREASURY 91282CCZ2 0.88%	09/30/26 09/30/26 2.18	10/27/21 10/28/21	2,090,000.00	2,063,303.51 2,077,623.88	1,923,534.76 92.04	1,928,131.62 4,596.86	(154,089.12)	0.45%	N --	1.14% 4.63% --	AA+ Aaa
UNITED STATES TREASURY 91282CJC6 4.63%	10/15/26 10/15/26 2.14	11/03/23 11/06/23	10,850,000.00	10,846,609.38 10,847,561.48	10,840,251.93 99.91	10,945,824.50 105,572.58	(7,309.55)	2.56%	N --	4.64% 4.66% --	AA+ Aaa
UNITED STATES TREASURY 91282BU24 2.00%	11/15/26 11/15/26 2.28	-- --	14,125,000.00	13,219,097.65 13,413,640.69	13,291,845.63 94.10	13,327,925.80 36,080.16	(121,795.06)	3.12%	N --	4.26% 4.65% --	AA+ Aaa
UNITED STATES TREASURY 91282CJK8 4.63%	11/15/26 11/15/26 2.22	12/06/23 12/08/23	6,675,000.00	6,727,669.92 6,718,184.94	6,671,871.09 99.95	6,711,299.85 39,428.75	(46,313.85)	1.57%	N --	4.33% 4.64% --	AA+ Aaa
UNITED STATES TREASURY 91282CJT9 4.00%	01/15/27 01/15/27 2.35	02/01/24 02/02/24	12,000,000.00	12,012,656.25 12,011,137.64	11,825,625.00 98.55	12,047,163.46 221,538.46	(185,512.64)	2.82%	N --	3.96% 4.61% --	AA+ Aaa

Portfolio Holdings

04/01/2024 to 06/30/2024

Description Identifier Coupon	Effective Maturity Final Maturity Duration	Trade Date Settle Date	Par Value	Original Cost Book Value	Market Value Market Price	MV + Accrued Balance	Net Unrealized Gain/Loss	% of Market Value	Callable Next Call Date	Book Yield YTM YTC	S&P Moody's
UNITED STATES TREASURY 91282BV98 2.25%	02/15/27 02/15/27 2.49	-- --	6,640,000.00	6,243,863.28 6,281,848.56	6,260,015.64 94.28	6,316,245.86 56,230.22	(21,832.92)	1.48%	N --	4.45% 4.58% --	AA+ Aaa
UNITED STATES TREASURY 91282CKA8 4.13%	02/15/27 02/15/27 2.43	03/07/24 03/11/24	12,225,000.00	12,167,217.77 12,173,159.89	12,084,603.45 98.85	12,274,401.62 189,798.16	(88,556.44)	2.87%	N --	4.30% 4.59% --	AA+ Aaa
UNITED STATES TREASURY 91282CECI 1.88%	02/28/27 02/28/27 2.54	03/09/22 03/11/22	2,075,000.00	2,075,972.66 2,075,535.51	1,935,748.04 93.29	1,948,752.03 13,003.99	(139,787.48)	0.46%	N --	1.87% 4.57% --	AA+ Aaa
UNITED STATES TREASURY 91282CKE0 4.25%	03/15/27 03/15/27 2.50	04/04/24 04/05/24	6,150,000.00	6,108,199.22 6,111,440.42	6,100,751.97 99.20	6,177,459.85 76,707.88	(10,688.45)	1.45%	N --	4.50% 4.56% --	AA+ Aaa
UNITED STATES TREASURY 91282CEF4 2.50%	03/31/27 03/31/27 2.60	04/27/22 04/28/22	1,865,000.00	1,841,031.84 1,851,234.83	1,767,743.16 94.79	1,779,463.10 11,719.95	(83,491.67)	0.42%	N --	2.78% 4.53% --	AA+ Aaa
UNITED STATES TREASURY 91282CEN7 2.75%	04/30/27 04/30/27 2.68	08/29/22 08/30/22	1,275,000.00	1,244,071.29 1,255,704.20	1,214,736.33 95.27	1,220,643.60 5,907.27	(40,967.87)	0.29%	N --	3.31% 4.54% --	AA+ Aaa
UNITED STATES TREASURY 91282CET4 2.63%	05/31/27 05/31/27 2.76	06/09/22 06/10/22	2,300,000.00	2,254,988.29 2,272,804.85	2,181,226.57 94.84	2,186,340.30 5,113.73	(91,578.27)	0.51%	N --	3.05% 4.53% --	AA+ Aaa
UNITED STATES TREASURY 9128282R0 2.25%	08/15/27 08/15/27 2.95	08/29/22 08/30/22	3,800,000.00	3,619,054.69 3,682,677.33	3,550,476.57 93.43	3,582,656.52 32,179.95	(132,200.76)	0.84%	N --	3.30% 4.52% --	AA+ Aaa
UNITED STATES TREASURY 91282CAL5 0.38%	09/30/27 09/30/27 3.16	11/28/22 11/29/22	3,800,000.00	3,211,296.89 3,392,564.55	3,331,531.25 87.67	3,335,113.22 3,581.97	(61,033.30)	0.78%	N --	3.92% 4.49% --	AA+ Aaa
UNITED STATES TREASURY 91282CFZ9 3.88%	11/30/27 11/30/27 3.16	01/26/23 01/30/23	4,200,000.00	4,253,812.50 4,239,086.81	4,120,101.55 98.10	4,133,886.39 13,784.84	(118,985.26)	0.97%	N --	3.58% 4.48% --	AA+ Aaa
UNITED STATES TREASURY 91282CBB6 0.63%	12/31/27 12/31/27 3.38	03/09/23 03/13/23	2,500,000.00	2,112,402.34 2,210,102.12	2,190,820.30 87.63	2,190,862.76 42.46	(19,281.82)	0.51%	N --	4.23% 4.48% --	AA+ Aaa
UNITED STATES TREASURY 91282CGH8 3.50%	01/31/28 01/31/28 3.28	05/01/23 05/03/23	775,000.00	768,945.31 770,358.70	750,569.33 96.85	761,896.26 11,326.92	(19,789.36)	0.18%	N --	3.68% 4.46% --	AA+ Aaa
UNITED STATES TREASURY 91282CBS9 1.25%	03/31/28 03/31/28 3.58	05/01/23 05/03/23	2,550,000.00	2,274,679.69 2,335,501.36	2,270,994.15 89.06	2,279,006.44 8,012.30	(64,507.22)	0.53%	N --	3.67% 4.44% --	AA+ Aaa

Supporting Reports

Portfolio Holdings

04/01/2024 to 06/30/2024

Description Identifier Coupon	Effective Maturity Final Maturity Duration	Trade Date Settle Date	Par Value	Original Cost Book Value	Market Value Market Price	MV + Accrued Accrued Balance	Net Unrealized Gain/Loss	% of Market Value	Callable Next Call Date	Book Yield YTM YTC	S&P Moody's
UNITED STATES TREASURY 91282CGT2 3.63%	03/31/28 03/31/28 3.44	12/06/23 12/08/23	750,000.00	733,681.64 735,685.67	728,906.25 97.19	735,740.27 6,834.02	(6,779.42)	0.17%	N --	4.18% 4.44% --	AA+ Aaa
UNITED STATES TREASURY 91282CHA2 3.50%	04/30/28 04/30/28 3.52	08/02/23 08/04/23	1,375,000.00	1,330,043.95 1,338,034.47	1,329,990.23 96.73	1,338,098.24 8,108.02	(8,044.24)	0.31%	N --	4.27% 4.44% --	AA+ Aaa
UNITED STATES TREASURY 91282CHE4 3.63%	05/31/28 05/31/28 3.60	06/22/23 06/26/23	2,475,000.00	2,429,947.28 2,438,552.46	2,404,520.51 97.15	2,412,119.64 7,599.13	(34,031.95)	0.56%	N --	4.04% 4.42% --	AA+ Aaa
UNITED STATES TREASURY 91282CCE9 1.25%	05/31/28 05/31/28 3.75	-- --	1,950,000.00	1,697,579.15 1,742,166.86	1,728,796.88 88.66	1,730,861.42 2,064.55	(13,369.99)	0.40%	N --	4.23% 4.43% --	AA+ Aaa
UNITED STATES TREASURY 91282CCH2 1.25%	06/30/28 06/30/28 3.80	08/29/23 08/30/23	3,525,000.00	3,057,111.33 3,131,400.83	3,118,523.44 88.47	3,118,643.17 119.74	(12,877.39)	0.73%	N --	4.32% 4.42% --	AA+ Aaa
UNITED STATES TREASURY 91282CHK0 4.00%	06/30/28 06/30/28 3.59	-- --	1,650,000.00	1,633,708.99 1,634,713.02	1,624,927.74 98.48	1,625,107.09 179.35	(9,785.29)	0.38%	N --	4.25% 4.42% --	AA+ Aaa
UNITED STATES TREASURY 91282CCV1 1.13%	08/31/28 08/31/28 3.98	-- --	2,725,000.00	2,294,109.38 2,351,421.72	2,387,461.91 87.61	2,397,708.43 10,246.52	36,040.19	0.56%	N --	4.80% 4.41% --	AA+ Aaa
UNITED STATES TREASURY 91282CCY5 1.25%	09/30/28 09/30/28 4.05	12/06/23 12/08/23	1,375,000.00	1,201,567.38 1,220,183.86	1,208,281.25 87.88	1,212,601.61 4,320.36	(11,902.61)	0.28%	N --	4.17% 4.40% --	AA+ Aaa
UNITED STATES TREASURY 91281OFF0 5.25%	11/15/28 11/15/28 3.87	12/06/23 12/08/23	2,775,000.00	2,912,882.81 2,898,534.92	2,871,041.03 103.46	2,889,647.86 18,606.83	(27,493.89)	0.68%	N --	4.13% 4.37% --	AA+ Aaa
UNITED STATES TREASURY 91282CDP3 1.38%	12/31/28 12/31/28 4.25	02/01/24 02/02/24	2,000,000.00	1,784,531.25 1,801,061.34	1,756,328.12 87.82	1,756,402.85 74.73	(44,733.22)	0.41%	N --	3.80% 4.38% --	AA+ Aaa
UNITED STATES TREASURY 91282CDW8 1.75%	01/31/29 01/31/29 4.29	-- --	2,300,000.00	2,047,691.41 2,059,958.74	2,050,773.43 89.16	2,067,581.12 16,807.69	(9,185.32)	0.48%	N --	4.28% 4.38% --	AA+ Aaa
UNITED STATES TREASURY 91282CKD2 4.25%	02/28/29 02/28/29 4.14	03/07/24 03/11/24	1,100,000.00	1,107,390.63 1,106,986.10	1,095,058.59 99.55	1,110,684.27 15,625.68	(11,927.51)	0.26%	N --	4.10% 4.36% --	AA+ Aaa
US GOV TOTAL	07/08/26 07/08/26 1.91	-- --	359,535,000.00	\$351,521,628.11 \$353,966,126.20	\$348,859,318.65 97.14	\$351,734,352.34 \$2,875,033.69	(\$5,106,807.55)	82.29%	N --	3.89% 4.78% --	AA+ Aaa
GSE								0.00%			

Supporting Reports

Portfolio Holdings

04/01/2024 to 06/30/2024

Description Identifier Coupon	Effective Maturity Final Maturity Duration	Trade Date Settle Date	Par Value	Original Cost Book Value	Market Value Market Price	MV + Accrued Accrued Balance	Net Unrealized Gain/Loss	% of Market Value	Callable Next Call Date	Book Yield YTM YTC	S&P Moody's
FEDERAL HOME LOAN MORTGAGE CORP 3137EAEU9 0.38%	07/21/25 07/21/25 1.04	07/21/20 07/23/20	3,285,000.00	\$3,268,640.70 \$3,281,513.03	\$3,129,773.14 95.27	\$3,135,248.14 \$5,475.00	(\$151,739.89)	0.73%	N --	0.48% 4.99% --	AA+ Aaa
FEDERAL NATIONAL MORTGAGE ASSOCIATION 3135G05X7 0.38%	08/25/25 08/25/25 1.13	08/25/20 08/27/20	4,865,000.00	4,842,231.80 4,859,705.69	4,612,521.97 94.81	4,618,907.28 6,385.31	(247,183.72)	1.08%	N --	0.47% 5.04% --	AA+ Aaa
FEDERAL NATIONAL MORTGAGE ASSOCIATION 3135G06G3 0.50%	11/07/25 11/07/25 1.32	11/09/20 11/12/20	1,595,000.00	1,589,289.90 1,593,436.94	1,502,881.25 94.22	1,504,077.50 1,196.25	(90,555.69)	0.35%	N --	0.57% 4.95% --	AA+ Aaa
GSE TOTAL	08/25/25 08/25/25 1.13	-- --	9,745,000.00	\$9,700,162.40 \$9,734,655.67	\$9,245,176.36 94.87	\$9,258,232.93 \$13,056.56	(\$489,479.31)	2.17%	N --	0.49% 5.01% --	AA+ Aaa
MUNI								0.00%			
ARIZONA ST TRANSN BRD HWY REV 040654XU4 1.96%	07/01/24 07/01/24 0.01	01/10/20 02/12/20	3,100,000.00	\$3,100,000.00 \$3,100,000.00	\$3,100,000.00 100.00	\$3,130,349.00 \$30,349.00	\$0.00	0.73%	N --	1.96% 1.94% --	AA+ Aa1
FLORIDA ST BRD ADMIN FIN CORP REV 341271AD6 1.26%	07/01/25 07/01/25 0.97	04/22/22 04/26/22	3,000,000.00	2,803,110.00 2,935,781.35	2,879,310.00 95.98	2,898,180.00 18,870.00	(56,471.35)	0.68%	N --	3.45% 5.41% --	AA Aa3
OKLAHOMA CITY WATER UTILITIES TRUST 67865EAC6 3.29%	07/01/25 07/01/25 0.96	07/08/22 07/26/22	2,000,000.00	2,000,000.00 2,000,000.00	1,963,220.00 98.16	1,996,090.00 32,870.00	(36,780.00)	0.47%	N --	3.29% 5.18% --	AAA Aaa
HAWAII ST 419792L87 4.80%	10/01/25 10/01/25 1.19	12/07/23 12/19/23	1,165,000.00	1,165,000.00 1,165,000.00	1,160,305.05 99.60	1,174,287.96 13,982.91	(4,694.95)	0.27%	N --	4.81% 5.13% --	AA+ Aa2
TEXAS ST 882724T49 4.90%	10/01/25 10/01/25 1.19	08/10/23 08/29/23	1,130,000.00	1,130,000.00 1,130,000.00	1,126,361.40 99.68	1,140,203.90 13,842.50	(3,638.60)	0.27%	N --	4.90% 5.16% --	AAA NA
CONNECTICUT ST 20772KTH2 5.05%	05/15/26 05/15/26 1.76	06/01/23 06/22/23	1,195,000.00	1,211,024.95 1,205,551.27	1,194,892.45 99.99	1,202,603.52 7,711.07	(10,658.82)	0.28%	N --	4.55% 5.05% --	AA- Aa3
HAWAII ST 419792L95 4.59%	10/01/26 10/01/26 2.10	12/07/23 12/19/23	985,000.00	985,000.00 985,000.00	979,316.55 99.42	990,614.50 11,297.95	(5,683.45)	0.23%	N --	4.59% 4.86% --	AA+ Aa2

Portfolio Holdings

04/01/2024 to 06/30/2024

Description Identifier Coupon	Effective Maturity Final Maturity Duration	Trade Date Settle Date	Par Value	Original Cost Book Value	Market Value Market Price	MV + Accrued Accrued Balance	Net Unrealized Gain/Loss	% of Market Value	Callable Next Call Date	Book Yield YTM YTC	S&P Moody's
NEW YORK CITY 64966QC99 3.86%	05/01/27 05/01/27 2.64	05/20/22 05/26/22	1,170,000.00	1,170,000.00 1,170,000.00	1,136,023.20 97.10	1,143,554.10 7,530.90	(33,976.80)	0.27%	N --	3.86% 4.97% --	AA Aa2
CONNECTICUT ST 20772KTJ8 5.05%	05/15/27 05/15/27 2.64	06/01/23 06/22/23	570,000.00	580,944.00 578,225.19	572,907.00 100.51	576,585.08 3,678.08	(5,318.19)	0.13%	N --	4.51% 4.86% --	AA- Aa3
OKLAHOMA CITY WATER UTILITIES TRUST 67865EAE2 3.50%	07/01/27 07/01/27 2.76	07/08/22 07/26/22	1,050,000.00	1,050,000.00 1,050,000.00	1,015,287.00 96.69	1,033,656.75 18,369.75	(34,713.00)	0.24%	N --	3.50% 4.69% --	AAA Aaa
HAWAII ST 419792M29 5.00%	10/01/27 10/01/27 2.95	12/07/23 12/19/23	90,000.00	91,514.70 91,311.04	90,809.10 100.90	91,934.10 1,125.00	(501.94)	0.02%	N --	4.51% 4.70% --	AA+ Aa2
HAWAII ST 419792M37 5.00%	10/01/28 10/01/28 3.76	12/07/23 12/19/23	260,000.00	265,306.60 264,753.70	263,853.20 101.48	267,103.20 3,250.00	(900.50)	0.06%	N --	4.52% 4.61% --	AA+ Aa2
MUNI TOTAL	11/19/25 11/19/25 1.30	-- --	15,715,000.00	\$15,551,900.25 \$15,675,622.55	\$15,482,284.95 98.55	\$15,645,162.12 \$162,877.17	(\$193,337.60)	3.66%	N --	3.59% 4.47% --	AA+ Aa2
CORP								0.00%			
TOYOTA MOTOR CREDIT CORP 89236TJN6 0.63%	09/13/24 09/13/24 0.21	09/08/21 09/13/21	5,200,000.00	\$5,197,556.00 \$5,199,834.87	\$5,148,490.05 99.01	\$5,158,240.05 \$9,750.00	(\$51,344.82)	1.21%	N --	0.64% 5.42% --	A+ AI
PACCAR FINANCIAL CORP 69371RR57 0.90%	11/08/24 11/08/24 0.35	11/02/21 11/08/21	3,875,000.00	3,874,767.50 3,874,972.31	3,813,583.54 98.42	3,818,717.91 5,134.38	(61,388.78)	0.89%	N --	0.90% 5.37% --	A+ AI
TOYOTA MOTOR CREDIT CORP 89236TJT3 1.45%	01/13/25 01/13/25 0.52	01/10/22 01/13/22	2,595,000.00	2,591,522.70 2,594,370.96	2,541,013.78 97.92	2,558,573.28 17,559.50	(53,357.19)	0.60%	N --	1.50% 5.40% --	A+ AI
AMAZON.COM INC 023135CE4 3.00%	04/13/25 04/13/25 0.76	04/11/22 04/13/22	4,175,000.00	4,168,361.75 4,173,208.25	4,100,264.24 98.21	4,127,401.74 27,137.50	(72,944.01)	0.97%	N --	3.06% 5.33% --	AA AI
HOME DEPOT INC 437076CM2 2.70%	04/15/25 04/15/25 0.77	03/24/22 03/28/22	2,280,000.00	2,276,010.00 2,278,940.75	2,233,743.11 97.97	2,246,739.11 12,996.00	(45,197.64)	0.53%	Y 03/15/25	2.76% 5.33% 5.64%	A A2
PACCAR FINANCIAL CORP 69371RR99 3.55%	08/11/25 08/11/25 1.07	08/03/22 08/11/22	1,555,000.00	1,553,895.95 1,554,577.07	1,526,782.99 98.19	1,548,250.62 21,467.64	(27,794.08)	0.36%	N --	3.58% 5.24% --	A+ AI

Portfolio Holdings

04/01/2024 to 06/30/2024

Description Identifier Coupon	Effective Maturity Final Maturity Duration	Trade Date Settle Date	Par Value	Original Cost Book Value	Market Value Market Price	MV + Accrued Accrued Balance	Net Unrealized Gain/Loss	% of Market Value	Callable Next Call Date	Book Yield YTM YTC	S&P Moody's
COLGATE-PALMOLIVE CO 194162AM5 3.10%	08/15/25 08/15/25 1.08	08/01/22 08/09/22	1,685,000.00	1,683,449.80 1,684,408.56	1,648,546.78 97.84	1,668,280.00 19,733.22	(35,861.78)	0.39%	N --	3.13% 5.09% --	A+ Aa3
WALMART INC 931142EW9 3.90%	09/09/25 09/09/25 1.14	09/06/22 09/09/22	5,325,000.00	5,321,272.50 5,323,470.38	5,248,568.30 98.56	5,313,178.30 64,610.00	(74,902.08)	1.24%	N --	3.92% 5.15% --	AA Aa2
HOME DEPOT INC 437076CRI 4.00%	09/15/25 09/15/25 1.15	09/12/22 09/19/22	200,000.00	199,928.00 199,969.58	197,086.85 98.54	199,442.40 2,355.56	(2,882.73)	0.05%	Y 08/15/25	4.01% 5.25% 5.34%	A A2
PEPSICO INC 713448FQ6 4.55%	02/13/26 02/13/26 1.48	02/13/23 02/15/23	5,005,000.00	5,002,097.10 5,003,375.91	4,971,256.49 99.33	5,058,552.03 87,295.54	(32,119.42)	1.18%	Y 01/13/26	4.57% 4.98% 5.01%	A+ A1
CATERPILLAR FINANCIAL SERVICES CORP 14913UAF7 5.05%	02/27/26 02/27/26 1.55	02/22/24 02/27/24	1,385,000.00	1,384,681.45 1,384,734.11	1,384,206.60 99.94	1,408,297.91 24,091.31	(527.51)	0.33%	N --	5.06% 5.08% --	A A2
COLGATE-PALMOLIVE CO 194162AQ6 4.80%	03/02/26 03/02/26 1.57	02/27/23 03/01/23	1,475,000.00	1,473,289.00 1,474,019.59	1,471,541.20 99.77	1,494,944.53 23,403.33	(2,478.40)	0.35%	N --	4.84% 4.94% --	A+ Aa3
JOHN DEERE CAPITAL CORP 24422EXD6 5.15%	09/08/26 09/08/26 2.02	09/05/23 09/08/23	2,555,000.00	2,553,185.95 2,553,651.00	2,558,664.43 100.14	2,599,966.72 41,302.28	5,013.43	0.61%	N --	5.18% 5.08% --	A A1
HOME DEPOT INC 437076CV2 4.95%	09/30/26 09/30/26 2.03	11/27/23 12/04/23	2,080,000.00	2,075,444.80 2,076,207.41	2,077,102.54 99.86	2,103,128.54 26,026.00	895.13	0.49%	Y 08/30/26	5.04% 5.01% 5.02%	A A2
ELI LILLY AND CO 532457CJ5 4.50%	02/09/27 02/09/27 2.35	02/07/24 02/09/24	6,860,000.00	6,856,364.20 6,856,814.12	6,800,436.61 99.13	6,922,201.61 121,765.00	(56,377.51)	1.62%	Y 01/09/27	4.52% 4.86% 4.87%	A+ A1
CORP TOTAL	10/22/25 10/22/25 1.21	-- --	46,250,000.00	\$46,211,826.70 \$46,232,554.88	\$45,721,287.50 98.86	\$46,225,914.76 \$504,627.26	(\$511,267.38)	10.82%	--	3.34% 5.16% 5.04%	A+ A1
PORTFOLIO TOTAL	05/18/26 05/18/26 1.77	-- --	435,790,697.68	\$427,531,215.14 \$430,154,656.97	\$423,853,765.14 96.31	\$427,409,359.81 \$3,555,594.67	(\$6,300,891.83)	100.00%	--	3.75% 4.81% 4.96%	AA Aa1

FINANCE/OUTREACH AND PLANNING COMMITTEE

July 23, 2024

Discussion: Information Item: Financial Systems Upgrade

Purpose

Provide an informational update on the District's Financial System upgrade project and the \$340,000 included in the Fiscal Year (FY) 2025 Tentative Budget update. Funding will be used for a schedule extension of up to two months; implementing enhancements that will result in performance and productivity improvements; and up to six months of additional professional services support to assist the District with functional, operational, and configuration activities connected to transitioning to the cloud.

Background

In 2019, the District's financial systems vendor, CGI, announced that our current product, Advantage version 3.11, would no longer be supported. The District performed a comprehensive evaluation of available options and determined the best course of action would be an upgrade to the next version, the CGI Advantage version 4 cloud-based platform.

In June 2023, the District entered into an agreement with CGI to upgrade the Advantage Financial and Performance Budgeting systems to version 4 and migrate to the cloud solution. The upgrade was anticipated to take 18 months with dedicated CGI professional services support assisting District staff with the implementation. The anticipated go-live date was planned for August 2024 and post-go-live support planned through December 2024. The project kicked off in July 2023.

Discussion

The project is organized into two phases. The Phase 1 Advantage Financial system was available in October 2023, followed by successive rounds of testing and defect resolutions. Concurrent with Phase 1, the Phase 2 Performance Budgeting effort began in January 2024 following the same model. As part of the planned phase 1 project scope, the District required improved functionality of the travel system. It was determined the standard CGI travel system did not adequately meet the needs of the District. A \$40,000 enhancement for the travel system was pursued in FY2024 through the District's budget transfer process. Implementation was re-sequenced for deployment in phase 2, and the enhancement is on track to be delivered for user acceptance testing at the end of July 2024.

While the project team has made every effort to closely manage enhancements to existing functionality to prevent scope creep, during design and development the team has discovered layers of dependencies developed over many years to automate processes using data integrated from multiple sources. These data integrations were not part of the initial scope but are considered essential to allow the Finance team to continue operating at a reduced staffing level while providing the same level of service to internal and external customers.

Data integration requirements were organized into two priority levels. Priority 1 functionality was budgeted at \$99,750 and included in the total FY2025 Recommended Annual Service Budget (RASB) presented to the Governing Board in June 2024.

Additional funding is requested in FY2025 to deliver the priority 2 required functionality prior to go-live at a cost of \$125,000, with a corresponding schedule extension of up to two months to implement at a cost of \$115,000.

Last, due to complexities, limitations, and new skills-sets associated with migration from on-premises to the cloud environment, funding is budgeted in FY2025 for six months of additional post-go-live functional support at a cost of \$200,000.

The total cost increase from the FY2025 RASB presented in June to the FY2025 Tentative Budget in July is \$440,000; however, offsets of \$100,000 were identified resulting in a net increase of \$340,000 to the FY2025 budget.

Next Steps

Present the FY2025 Tentative Budget update to the Governing Board reflecting an additional \$340,000 needed to fund required data integration enhancements to maintain same level of service; a schedule extension of up to two months; and up to six months of additional professional services to assist the District with functional, operational, and configuration activities connected to transitioning to the cloud.

Staff Recommendation:

This item is for the Board's information only, and no action is required.

Presenter:

Brandon Baldwin, Division Director, Business and Information Technology Services Division

FINANCE/OUTREACH AND PLANNING COMMITTEE**July 23, 2024****Discussion: Action Item: Proposed Millage Rate and Tentative Budget Update for Fiscal Year 2025***Purpose*

1. Report the results of the July 1 certifications of taxable value from the District's 16 county property appraisers and recommend adoption of a proposed fiscal year (FY) 2025 millage rate.
2. Provide an update on budget changes that have been made since the FY2025 Recommended Annual Service Budget (RASB) and request approval to submit the District's *Tentative Budget Submission* to the Executive Office of the Governor (EOG), Department of Environmental Protection (DEP), Florida Legislature, and other parties for delivery by August 1, 2024, as required by statute.

Background

In June, staff submitted the FY2025 RASB to the Governing Board for consideration. The RASB document included underlying revenue and expenditure tables, variance analysis, and detailed project descriptions for all District projects. On June 25, staff provided an overview of the RASB to the Governing Board including revenues by source and expenditures by category, program, and area of responsibility. Following discussion of the budget, the Governing Board authorized staff to prepare the *Tentative Budget Submission* for FY2025 based on the RASB as presented, adjust for Governing Board actions at the June meeting, reflect the final estimated ad valorem revenue based on the July 1 certifications of taxable value, add any additional funding provided by the state, and include changes recommended by staff.

On July 23, staff will provide a budget update to the Governing Board including the certifications of taxable value and the proposed FY2025 millage rate for adoption, which must be certified to the county property appraisers by August 4. The proposed millage rate is the rate that will be used for Truth in Millage (TRIM) *Notices of Proposed Property Taxes*. Prior to the July 23 Governing Board meeting, staff will provide Board members with a draft of the *Tentative Budget Submission* for FY2025 for consideration to approve for submission by August 1 pursuant to s. 373.536 Florida Statutes (F.S.).

The District's FY2025 budget will be adopted in September following two public TRIM hearings. The first hearing is scheduled for September 10, 2024 at 5:01 p.m. at the Tampa Office. Written disapproval of any portion of the budget must be received from the EOG or the Legislative Budget Commission at least five business days prior to the final budget adoption hearing. The second and final hearing is scheduled for September 24, 2024 at 5:01 p.m., also at the Tampa Office.

*Discussion***1. Proposed Millage Rate for FY2025**

Staff will present the certifications of taxable value and the proposed FY2025 District millage rate, in compliance with s. 373.503, F.S., and s. 200.065, F.S. Overall taxable property values in the District increased by 10.29 percent. Of the increase, 6.86 percent is related to existing property values and 3.43 percent is related to new construction. The rolled-back millage rate, based on s. 200.065, F.S., equates to 0.1909, which is 6.6 percent less than the rate of 0.2043 adopted for FY2024. Based on the July 1 certifications of taxable value and the rolled back millage rate, staff has reduced ad valorem revenue by

\$285,814 to \$129,840,371. Staff will recommend the Governing Board adopt Resolution No. 24-04, *Adoption of Proposed Millage Rate for Fiscal Year 2025*.

An exhibit of the draft Resolution No. 24-04 is attached to this Item.

2. Tentative Budget Update for FY2025

Staff will review the proposed budget changes outlined below that have occurred since June 25. In total, the budget changes to be presented at the July 23 Governing Board meeting will increase the recommended budget from \$231,266,142 to \$231,606,142. Staff requests approval of these changes, which have been incorporated in the draft of the *Tentative Budget Submission* for FY2025, as well as authorization to submit the *Tentative Budget Submission* to the EOG, DEP, Florida Legislature, and other parties for delivery by August 1, 2024, as required by statute.

Expenditure Budget

- Contracted Services for Operations increased by \$340,000 for financial systems based on work required to successfully implement the current upgrade.

Revenue Budget

- Ad valorem tax revenue decreased by \$285,814 based on July 1 certifications of taxable value from the 16 county property appraisers and a rolled-back rate of 0.1909 mill.
- Use of Project Reserves increased by \$625,814 to balance the budget.

An exhibit of the draft *Tentative Budget Submission* for FY2025 will be provided separately.

Staff Recommendation:

See Exhibits

1. Approve Resolution No. 24-04, *Adoption of Proposed Millage Rate for Fiscal Year 2025*.
2. Approve the budget changes presented, adjusted for any modifications made by the Governing Board on July 23, and authorize staff to submit the *Tentative Budget Submission* for FY2025.

Presenter:

Brandon Baldwin, Division Director, Business and Information Technology Services Division

SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT

RESOLUTION NO. 24-04

ADOPTION OF PROPOSED MILLAGE RATE FOR FISCAL YEAR 2025

WHEREAS, the Governing Board of the Southwest Florida Water Management District (District), by authority of Article VII, Section 9(b) of the Florida Constitution, and Chapters 200 and 373, Florida Statutes, is authorized to levy ad valorem taxes on taxable property within the District; and

WHEREAS, the Governing Board of the District must advise the county property appraisers of its proposed millage rate to be levied upon all taxable property in the District subject to county taxes to be applied on the tax rolls for the year 2024, for the purpose of preparing the notice of proposed property taxes; and

WHEREAS, the Governing Board of the District must provide the county property appraisers preliminary disclosure of the maximum millage levy calculation and certify the appropriate vote was taken by the Governing Board for the proposed millage rate adopted in compliance with Section 200.065, Florida Statutes.

THEREFORE, BE IT RESOLVED, by the Governing Board of the Southwest Florida Water Management District by a vote of _____ in favor, _____ against and _____ not present:

That there is adopted a proposed District millage rate, as provided for in Sections 373.503(3) and 373.536, Florida Statutes, and in compliance with the maximum millage rate established by Section 200.065, Florida Statutes, for fiscal year 2025, to be assessed on the tax rolls for the year 2024, for the purpose of levying a uniform ad valorem tax on all taxable property in the counties within the District as certified by the county property appraisers pursuant to Section 200.065, Florida Statutes, excluding lands held by the Trustees of the Internal Improvement Trust Fund to the extent specified in Section 373.543, Florida Statutes, as follows:

<u>District</u>	<u>Rolled-back Rate</u>	<u>Proposed Millage Rate</u>	<u>Percent Over Rolled-back Rate</u>	<u>Counties Applied To</u>
Districtwide	0.1909	0.1909	0.00%	Charlotte, Citrus, DeSoto, Hardee, Hernando, Highlands, Hillsborough, Lake, Levy, Manatee, Marion, Pasco, Pinellas, Polk, Sarasota, Sumter

APPROVED AND ADOPTED this twenty-third day of July 2024 by the Governing Board of the Southwest Florida Water Management District.

SOUTHWEST FLORIDA
WATER MANAGEMENT DISTRICT

By: _____
Michelle Williamson, Chair

Attest:

Jack Bispham, Secretary

CERTIFICATE AS TO RESOLUTION NO. 24-04

STATE OF FLORIDA
COUNTY OF HILLSBOROUGH

We, the undersigned, hereby certify that we are, Chair and Secretary, respectively, of the Southwest Florida Water Management District, organized and existing under and by virtue of the Laws of the State of Florida, and having its office and place of business at 2379 Broad Street, Brooksville, Hernando County, Florida, and that, on the twenty-third day of July 2024, at a duly called and properly held meeting of the Governing Board of the Southwest Florida Water Management District, at 7601 US Hwy 301 North, Tampa, Hillsborough County, Florida, at which meeting a majority of the members of the Governing Board were present, the resolution, which is attached hereto and which this certificate is a part thereof, was adopted and incorporated in the minutes of that meeting.

Dated at Tampa, Florida, this twenty-third day of July 2024.

SOUTHWEST FLORIDA
WATER MANAGEMENT DISTRICT

By: _____
Michelle Williamson, Chair

Attest:

Jack Bispham, Secretary

ACKNOWLEDGMENT

STATE OF FLORIDA
COUNTY OF HILLSBOROUGH

The foregoing instrument was acknowledged before me this twenty-third day of July 2024, by Michelle Williamson and Jack Bispham, Chair and Secretary, respectively, of the Governing Board of the Southwest Florida Water Management District, a public corporation, on behalf of the corporation. They are personally known to me.

WITNESS my hand and official seal on this twenty-third day of July 2024.

Notary Public
State of Florida at Large
My Commission Expires:

FINANCE/OUTREACH AND PLANNING COMMITTEE

July 23, 2024

Discussion: Action Item: Knowledge Management: Conduct of Board Meetings Policy

Purpose

As part of the District's Knowledge Management initiative, all the District's Governing Board Policies are being reviewed by the respective divisions.

Background/History

The District's Knowledge Management initiative was launched in FY2016 and is now a Core Business Process in the District's Strategic Plan. Knowledge Management is the practice of systematically and actively collecting, managing, sharing and leveraging the organization's data, information and processes. The focus since FY2018 has been on improving the organization of governing documents to facilitate knowledge sharing, ensure the alignment of division and bureau practices with Governing Board Policies and Executive Director Procedures, and allow for timely retrieval and review of existing governing documents.

The Conduct of Board Meetings Policy clarifies and facilitates the process of conducting Governing Board meetings. Minor formatting, wording, and clarification changes as well as the removal of obsolete language have been made to the policy. The proposed revised policy better clarifies the number of Governing Board members required for a quorum and voting requirements for Board members. The revised policy also clarifies when officers can preside over meetings. In addition, the policy better clarifies the grounds for being ruled out of order by the chair. The revised policy also includes conforming language with state statutes on giving members of the public a reasonable opportunity to be heard on a proposition before the Board.

The current and proposed revised policy is shown in the attached exhibit.

Benefits

Updating existing Governing Board Policies increases efficiencies and ensures organizational alignment.

Staff Recommendation:

Approve the proposed changes to the policy.

Presenter:

Robyn Felix, Bureau Chief, Communications and Board Services Bureau

DRAFT

GOVERNING BOARD POLICY Southwest Florida Water Management District

Title: Conduct of Board Meetings

Document Owner: Communications and Board Services
Bureau Chief

Approved By: Board Chair

Effective Date: MM/DD/YYYY

Supersedes: 11/18/2014

CONTENTS

PURPOSE	1
SCOPE	1
AUTHORITY	1
DEFINITIONS	1
STANDARDS.....	1
POLICY.....	1
DISTRIBUTION.....	<u>334</u>
REFERENCES	<u>332</u>
REVIEW PERIOD	<u>332</u>
DOCUMENT DETAILS	<u>443</u>
APPROVAL	<u>443</u>

PURPOSE

The purpose of this policy is to clarify and facilitate the process of conducting Governing Board meetings.

SCOPE

This policy applies to Governing Board members.

AUTHORITY

Chapter 373.079, Florida Statutes (F.S.)

DEFINITIONS

N/A.

STANDARDS

Section 286.011, Florida Statutes
Roberts, H.M. *Robert's Rules of Order Newly Revised*

POLICY

- 1) All Board meetings will be conducted in accordance a manner consistent with the latest version of Robert's "Rules of Order" as described in current edition of Robert's Rules of Order Newly Revised to the greatest extent practicable, *originally written by General Henry*

GOVERNING BOARD POLICY

Title: Conduct of Board Meetings

Effective Date: MM/DD/YYYY

Page 2 of 4

- ~~M. Robert (1876)~~, unless specified otherwise by law or this policy. The District's General Counsel shall be the official interpreter of Robert's Rules of Order.
- 2) Parliamentary procedures should be applied and interpreted so as to permit a majority of the Board to accomplish its ultimate purpose within a reasonable period of time, allowing the minority reasonable opportunity to express its views on an issue.
 - 3) The Board may conduct meetings by means of communications media technology in accordance with section 373.079(7), Florida Statutes.
 - 4) A majority of the appointed members of the Governing Board members (7) shall constitute a quorum, whether in person or participating by means of communications media technology. Action may be taken by the Governing Board upon an affirmative vote of a majority of the members present and eligible to vote unless otherwise required by law. A member of the Governing Board who is present at a Governing Board meeting at which an official decision, ruling, or action is to be taken may not abstain from voting on any action item unless there is, or appears to be, a possible conflict of interest as provided for by Sections 112.311, 112.313, or 112.3143, F.S.
 - 5) The chair shall preside at all Board meetings unless a committee chair has been designated to preside over a portion of the meeting. An officer may not preside over a meeting while participating by means of communications media technology. In the absence of the chair if the chair is unable to preside, the vice chair shall preside. ~~In the absence of the chair~~ both the chair and vice chair are unable to preside, the secretary shall preside. ~~In the absence of the chair, vice chair, and secretary are unable to preside~~, the treasurer shall preside. ~~If the presiding officer is participating by means of communications media technology, then such officer shall be considered absent solely for purposes of this paragraph.~~
 - 6) No Board member shall speak to a subject under discussion or introduce a motion without recognition by the chair. When more than one member requests recognition at the same time, the order of speakers will be decided as fairly as possible by the chair.
 - 7) In order to facilitate meetings, individual Board members are encouraged to review all meeting materials and, when appropriate, to contact Executive staff before meetings to clarify any questions he/she may have.
 - 8) It is the chair's prerogative, or by a majority vote of the members present, to limit debate by enacting the following: no Board member shall speak for more than five minutes at a time on an issue; and, no Board member shall speak more than twice on the same issue at the same meeting, and the member shall not speak the second time until all members who have not spoken to the issue who desire the floor have spoken for the first time. This policy will take effect when stated by the chair or acted on by a majority vote of the Board; the time limits cannot be applied retroactively to the beginning of a discussion.
 - 9) No District matter may be officially acted on unless a motion has passed to take such action.
 - 10) Members of the public shall have an opportunity to be heard on a proposition before the Board, in accordance with section 286.0114, Florida Statutes. This section is not applicable to those propositions or meetings exempt from such requirement by section 286.0114(3), Florida Statutes. The opportunity to be heard need not occur at the same meeting at which the Governing Board takes official action on the proposition if the opportunity occurs at a meeting that is during the decision-making process and is within reasonable proximity in time before the meeting at which the Governing Board takes the official action. This section does not prohibit the presiding officer from maintaining

GOVERNING BOARD POLICY

Title: Conduct of Board Meetings

Effective Date: MM/DD/YYYY

Page 3 of 4

orderly conduct or proper decorum in a Governing Board meeting. This section is also not applicable to the following:

- a. An official act that must be taken to deal with an emergency situation affecting the public health, welfare, or safety, if compliance with the requirements would cause an unreasonable delay in the ability of the Board to act.
 - b. An official act involving no more than a ministerial act, including, but not limited to, approval of minutes and ceremonial proclamations.
 - c. A meeting that is exempt from Section 286.011, F.S.
 - a.d. A meeting during which the Board is acting in a quasi-judicial capacity. This section does not affect the right of a person to be heard as otherwise provided by law.
- ~~10~~11) Speaker cards for use by the public will be provided at all Board meetings. Prior to speaking, each individual desiring to address the Board shall fill out a speaker card provided by staff. To ~~assure~~ensure that all members of the public have an opportunity to speak, comments will be limited to three minutes per speaker. When appropriate, exceptions to the three-minute limit may be granted by the chair. If several individuals wish to speak on the same issue/topic, the designation of one spokesperson is recommended. An individual may designate a representative to speak for the individual on the speaker card. When an individual is present and designates a representative to speak for him/her, the representative speaker will be allowed an additional one minute of time in which to speak for each person present for whom he/she is speaking. ~~Speakers during the public hearing portion of the meeting may be sworn by the court reporter before speaking.~~ A timer may be used at Board meetings to enforce the identified time limits for the audience.
- ~~11~~12) The chair shall rule out of order any member of the public who speaks out of order or who fails to address the Board from the established speaker area. The chair shall also rule out of order any person who, in the chair's determination, is making ~~abusive, profane, irrelevant or inflammatory statements~~coercive, threatening, or intimidating statements.
- ~~12~~13) The chair shall be seated in the center seat of the dais, with the Executive Director (or other staff designee) seated at the immediate right of the chair to assist in facilitating the meeting. The vice chair shall be seated to the right of the Executive Director. The secretary shall be seated to the immediate left of the chair. The treasurer shall be seated to the left of the secretary. The balance of seating for the Board will be based on seniority. The most senior Board member will be seated to the right of the vice chair, the second most senior member will be seated to the left of the treasurer. The third most senior sits to the right of the first, the fourth most senior sits to the left of the second, and so on to accommodate the remainder of the members.

DISTRIBUTION

This Policy will be stored in the designated Governing Board Policy Repository.

REFERENCES

Section 286.011, Florida Statutes (Government in the Sunshine Law)
Robert's Rules of Order Newly Revised, ~~Eleventh Edition (2011).~~

REVIEW PERIOD

This Policy will be reviewed every three years.

DOCUMENT DETAILS

Document Name	Conduct of Board Meetings
Formerly Known As	N/A
Document Type	Policy
Author(s)	
Reviewing Stakeholder(s)	<u>Office of General Counsel</u>
Document Owner Name	Robyn Felix
Document Owner Title	Communications and Board Services Bureau Chief
Review Period (in days)	1095
Span of Control	Governing Board
Supersedes Date	11-18-2014
Effective Date	MM/DD/YYYY

APPROVAL

Michelle Williamson
 Chair

E.D. Armstrong III

 Date

GOVERNING BOARD POLICY

Southwest Florida Water Management District

Title: Conduct of Board Meetings

Document Owner: Communications and Board Services
Bureau Chief

Approved By: Board Chair

Effective Date: 07/23/2024

Supersedes: 11/18/2014

CONTENTS

PURPOSE	1
SCOPE	1
AUTHORITY	1
DEFINITIONS	1
STANDARDS	1
POLICY	1
DISTRIBUTION	3
REFERENCES	3
REVIEW PERIOD	3
DOCUMENT DETAILS	4
APPROVAL	4

PURPOSE

The purpose of this policy is to clarify and facilitate the process of conducting Governing Board meetings.

SCOPE

This policy applies to Governing Board members.

AUTHORITY

Chapter 373.079, Florida Statutes (F.S.)

DEFINITIONS

N/A

STANDARDS

Section 286.011, Florida Statutes
Roberts, H.M. *Robert's Rules of Order Newly Revised*

POLICY

- 1) All Board meetings will be conducted in a manner consistent with the current edition of *Robert's Rules of Order Newly Revised* to the greatest extent practicable, unless specified otherwise by law or this policy. The District's General Counsel shall be the official interpreter of Robert's Rules of Order.

GOVERNING BOARD POLICY

Title: Conduct of Board Meetings

Effective Date: 07/23/2024

Page 2 of 4

- 2) Parliamentary procedures should be applied and interpreted so as to permit a majority of the Board to accomplish its ultimate purpose within a reasonable period of time, allowing the minority reasonable opportunity to express its views on an issue.
- 3) The Board may conduct meetings by means of communications media technology in accordance with section 373.079(7), Florida Statutes.
- 4) A majority of the appointed members of the Governing Board shall constitute a quorum, whether in person or participating by means of communications media technology. Action may be taken by the Governing Board upon an affirmative vote of a majority of the members present and eligible to vote unless otherwise required by law. A member of the Governing Board who is present at a Governing Board meeting at which an official decision, ruling, or action is to be taken may not abstain from voting on any action item unless there is, or appears to be, a possible conflict of interest as provided for by Sections 112.311, 112.313, or 112.3143, F.S.
- 5) The chair shall preside at all Board meetings unless a committee chair has been designated to preside over a portion of the meeting. An officer may not preside over a meeting while participating by means of communications media technology. If the chair is unable to preside, the vice chair shall preside. If both the chair and vice chair are unable to preside, the secretary shall preside. If the chair, vice chair, and secretary are unable to preside, the treasurer shall preside.
- 6) No Board member shall speak to a subject under discussion or introduce a motion without recognition by the chair. When more than one member requests recognition at the same time, the order of speakers will be decided as fairly as possible by the chair.
- 7) In order to facilitate meetings, individual Board members are encouraged to review all meeting materials and, when appropriate, to contact Executive staff before meetings to clarify any questions he/she may have.
- 8) It is the chair's prerogative, or by a majority vote of the members present, to limit debate by enacting the following: no Board member shall speak for more than five minutes at a time on an issue; and, no Board member shall speak more than twice on the same issue at the same meeting, and the member shall not speak the second time until all members who have not spoken to the issue who desire the floor have spoken for the first time. This policy will take effect when stated by the chair or acted on by a majority vote of the Board; the time limits cannot be applied retroactively to the beginning of a discussion.
- 9) No District matter may be officially acted on unless a motion has passed to take such action.
- 10) Members of the public shall be given a reasonable opportunity to be heard on a proposition before the Board. The opportunity to be heard need not occur at the same meeting at which the Governing Board takes official action on the proposition if the opportunity occurs at a meeting that is during the decision-making process and is within reasonable proximity in time before the meeting at which the Governing Board takes the official action. This section does not prohibit the presiding officer from maintaining orderly conduct or proper decorum in a Governing Board meeting. This section is also not applicable to the following:
 - a. An official act that must be taken to deal with an emergency situation affecting the public health, welfare, or safety, if compliance with the requirements would cause an unreasonable delay in the ability of the Board to act.
 - b. An official act involving no more than a ministerial act, including, but not limited to, approval of minutes and ceremonial proclamations.
 - c. A meeting that is exempt from Section 286.011, F.S.

GOVERNING BOARD POLICY

Title: Conduct of Board Meetings

Effective Date: 07/23/2024

Page 3 of 4

- d. A meeting during which the Board is acting in a quasi-judicial capacity. This section does not affect the right of a person to be heard as otherwise provided by law.
- 11) Speaker cards for use by the public will be provided at all Board meetings. Prior to speaking, each individual desiring to address the Board shall fill out a speaker card provided by staff. To ensure that all members of the public have an opportunity to speak, comments will be limited to three minutes per speaker. When appropriate, exceptions to the three-minute limit may be granted by the chair. If several individuals wish to speak on the same issue/topic, the designation of one spokesperson is recommended. An individual may designate a representative to speak for the individual on the speaker card. When an individual is present and designates a representative to speak for him/her, the representative speaker will be allowed an additional one minute of time in which to speak for each person present for whom he/she is speaking. A timer may be used at Board meetings to enforce the identified time limits for the audience.
 - 12) The chair shall rule out of order any member of the public who speaks out of order or who fails to address the Board from the established speaker area. The chair shall also rule out of order any person who, in the chair's determination, is making coercive, threatening, or intimidating statements.
 - 13) The chair shall be seated in the center seat of the dais, with the Executive Director (or other staff designee) seated at the immediate right of the chair to assist in facilitating the meeting. The vice chair shall be seated to the right of the Executive Director. The secretary shall be seated to the immediate left of the chair. The treasurer shall be seated to the left of the secretary. The balance of seating for the Board will be based on seniority. The most senior Board member will be seated to the right of the vice chair, the second most senior member will be seated to the left of the treasurer. The third most senior sits to the right of the first, the fourth most senior sits to the left of the second, and so on to accommodate the remainder of the members.

DISTRIBUTION

This Policy will be stored in the designated Governing Board Policy Repository.

REFERENCES

Section 286.011, Florida Statutes (Government in the Sunshine Law)
Robert's Rules of Order Newly Revised

REVIEW PERIOD

This Policy will be reviewed every three years.

DOCUMENT DETAILS

Document Name	Conduct of Board Meetings
Formerly Known As	N/A
Document Type	Policy
Author(s)	
Reviewing Stakeholder(s)	Office of General Counsel
Document Owner Name	Robyn Felix
Document Owner Title	Communications and Board Services Bureau Chief
Review Period (in days)	1095
Span of Control	Governing Board
Supersedes Date	11/18/2014
Effective Date	07/23/2024

APPROVAL

Michelle Williamson
Chair

07/23/2024
Date

FINANCE/OUTREACH AND PLANNING COMMITTEE

July 23, 2024

Submit & File: Information Item: Office of Inspector General Quarterly Update April 1 to June 30, 2024

Background and Purpose

In accordance with the Office of Inspector General Charter Governing Board Policy, the Inspector General is required, on a quarterly basis, to update the Committee regarding work and other matters.

Staff Recommendation:

This item is for the Board's information only, and no action is required.

Presenter:

Brian Werthmiller, Inspector General, Office of Inspector General



An Equal Opportunity Employer

Southwest Florida Water Management District

2379 Broad Street, Brooksville, Florida 34604-6899

(352) 796-7211 or 1-800-423-1476 (FL only)

WaterMatters.org

Bartow Office
170 Century Boulevard
Bartow, Florida 33830-7700
(863) 534-1448 or
1-800-492-7862 (FL only)

Sarasota Office
78 Sarasota Center Boulevard
Sarasota, Florida 34240-9770
(941) 377-3722 or
1-800-320-3503 (FL only)

Tampa Office
7601 U.S. 301 North
Tampa, Florida 33637-6759
(813) 985-7481 or
1-800-836-0797 (FL only)

Michelle Williamson
Chair, Hillsborough

John Mitten
Vice Chair, Hernando, Marion

Jack Bispham
Secretary, Manatee

Ashley Bell Barnett
Treasurer, Polk

Ed Armstrong
Former Chair, Pinellas

Kelly S. Rice
Former Chair, Citrus, Lake,
Levy, Sumter

Joel Schleicher
Former Chair, Charlotte,
Sarasota

John Hall
Polk

James Holton
Pinellas

Dustin Rowland
Pasco

Robert Stern
Hillsborough

Nancy Watkins
Hillsborough, Pinellas

Brian J. Armstrong, P.G.
Executive Director

July 23, 2024

MEMORANDUM

TO: Finance/Outreach & Planning Committee
Remaining Governing Board members

FROM: Brian Werthmiller, CPA, Inspector General

SUBJECT: Office of Inspector General Quarterly Update 4/1/24 – 6/30/24

The purpose of this memo is to satisfy the Office of Inspector General (OIG) Charter Governing Board Policy regarding updates with the Finance/Outreach and Planning Committee. I am pleased to provide you the most recent quarterly update. During the quarter ending June 30, 2024:

- The OIG quarterly update for the quarter ending March 31, 2024 was submitted to the Governing Board on April 23, 2024.
- Two complaints were closed. No investigation considered necessary by the OIG.
- One investigation was closed and the following recommendation was reported to the Governing Board on June 18, 2024:
 - The District should enhance processes and procedures over the WISE (water incentives supporting efficiency) Program including those over quotes received and determine the course of action regarding the lack of disclosure of related party quotes, overpayments, and missing equipment. The District has indicated it has taken corrective actions including submitting a reimbursement request to the applicant. The OIG will perform a follow-up over the WISE Program in FY25 to report back to the Governing Board regarding OIG’s assessment of the status of corrective actions.
- The OIG initiated 22 reviews per the requests of management and external government entities. Currently, the District is being audited by the Office of Program Policy Analysis and Government Accountability (OPPAGA) that covers the District’s processes over its permitting program.
- The OIG Charter is required to be reviewed annually. There are no proposed changes at this time.

Office of Inspector General Performance Measures		
Performance Measures – Non-Routine	Goal	Status Through 6/30/2024
Complete statutorily required 6-month status report for any corrective actions as identified by the Auditor General.	Submit to the Board 6 months from the Auditor General report date. The AG released their report on 1/19/2024.	Open
Monitor and report to the Board as required by policy, the District’s response to Auditor General recommendations not corrected by the 6-month update.	Submit to the Board by September 2024.	Open
Complete one audit as determined by the 2024 audit plan.	Submit to the Board by September 2024.	Open
Appropriate time allocated to efforts resulting in reporting to the Board.	65% of chargeable hours.	88%
Performance Measures - Routine	Goal	Status Through 6/30/2024
Risk assessment and audit plan.	Submit to the Board by January 2024.	Completed January 2024
Inspector General FY 2024 Annual Report.	Submit to the Board September 2024.	Open
Updates to the Finance/Outreach & Planning Committee including IG performance measures.	Submit to the Board the month following each quarter-end.	75%

FINANCE/OUTREACH AND PLANNING COMMITTEE

July 23, 2024

Submit & File: Information Item: Budget Transfer Report

Purpose

Provide the Budget Transfer Report covering all budget transfers made during the month of June 2024.

Background

In accordance with Board Policy, *Budget Authority Transfer of Funds*, all transfers approved by the Executive Director and Finance Bureau Chief under delegated authority are presented to the Finance/Outreach & Planning Committee of the Governing Board as a Submit and File Report at the next regular scheduled meeting. The exhibit for this item reflects all such transfers executed during the month of June 2024.

Staff Recommendation:

This item is for the Board's information only, and no action is required.

Presenter:

Melisa J. Lowe, Bureau Chief, Finance Bureau

SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT
Budget Transfer Report
June 2024

Item No.	--- TRANSFERRED FROM --- Bureau / Expenditure Category	--- TRANSFERRED TO --- Bureau / Expenditure Category	Reason for Transfer	Transfer Amount
<u>Change from Original Budget Intent</u>				
1	Natural Systems & Restoration Cooperative Program - USGS	Data Collection Rental of Other Equipment Equipment - Non-Capital Outlay	Transfer of funds originally budgeted to contract the U.S. Geological Survey (USGS) for minimum flow and minimum water level (MFL) surface water data collection. The funds are no longer required as expenditures for the current year are less than originally anticipated. The funds are required for continuous groundwater conductivity data collection at five monitoring wells. The data will be used to re-evaluate the Surface Water Intrusion and Minimum Aquifer Levels due in 2026. The work will be performed in-house and the data will be used to better quantify the dispersivity parameters and reduce the uncertainty in model predictions.	\$ 16,996.41
2	General Services Capital Field Equipment Fund	General Services Capital Field Equipment Fund	Transfer of funds originally budgeted for the Capital Field Equipment Fund (CFEF) for the replacement of assets as outlined within the adopted budget. Funds are still required for the replacement of equipment through the CFEF. The planned replacement of an airboat was approved with the FY2024 budget for \$80,000. After competitive bidding, the cost of the replacement came in at \$84,065.11. This transfer utilizes CFEF fund balance to cover the additional \$4,065.11.	4,065.11
Total Change from Original Budget Intent				<u>21,061.52</u>
<u>Consistent with Original Budget Intent</u>				
1	Water Resources Grant - Financial Assistance	Water Resources Grant - Financial Assistance Grant - Water Conservation	Appropriated state funds are needed for the original purpose budgeted for the Water Supply and Water Resource Development Grant Program based on the projects selected by the Department of Environmental Protection (DEP). The DEP announced the projects selected are two Cooperative Funding Initiative alternative water supply projects previously approved by the Governing Board through the budgetary process with the Polk Regional Water Cooperative and Peace River Manasota Regional Water Supply Authority.	18,450,000.00
Total Consistent with Original Budget Intent				<u>18,450,000.00</u>
Total Amount Transferred				<u>\$ 18,471,061.52</u>

This report identifies transfers made during the month that did not require advance Governing Board approval. These transfers have been approved by either the Executive Director, or designee, or the Finance Bureau Chief consistent with Budget Authority Transfer of Funds Board Policy, and are presented to the Governing Board as a Submit and File Report. This Board Policy limits transfers made for a purpose other than the original budget intent to \$75,000. However, transfers made for accounting reallocation purposes consistent with original budget intent are not limited.

Governing Board Meeting

July 23, 2024

4. RESOURCE MANAGEMENT COMMITTEE

4.1 **Discussion:** Consent Item(s) Moved to Discussion 107

RESOURCE MANAGEMENT COMMITTEE

July 23, 2024

Discussion: Consent Item(s) Moved to Discussion

Presenter:

Jennette M. Seachrist, P.E., Division Director, Resource Management Division

Governing Board Meeting
July 23, 2024

5. OPERATIONS, LANDS, AND RESOURCE MONITORING COMMITTEE

5.1 **Discussion:** Consent Item(s) Moved to Discussion 111

5.2 **Submit & File:** Information Item: Summary of Fiscal Year 2024 Interagency Land
Management Reviews..... 112

OPERATIONS, LANDS, AND RESOURCE MONITORING COMMITTEE

July 23, 2024

Discussion: Consent Item(s) Moved to Discussion

Presenter:

Brian S. Starford, P.G., Division Director, Operations, Lands and Resource Monitoring Division

OPERATIONS, LANDS, AND RESOURCE MONITORING COMMITTEE

July 23, 2024

Submit & File: Information Item: Summary of Fiscal Year 2024 Interagency Land Management Reviews

Purpose

Provide the Governing Board the results of the Land Management Reviews (Reviews) conducted this fiscal year on Cypress Creek Preserve, Lower Hillsborough Wilderness Preserve, and Starkey Wilderness Preserve.

Background/History

Section 373.591, Florida Statutes, requires water management districts to establish land management review teams to conduct periodic management reviews to determine whether conservation, preservation, and recreation lands titled in the water management districts' names are being managed for the purposes for which they were acquired and in accordance with land management objectives. The Reviews are intended to invite peer contribution regarding implementation and consistency of management activities with respect to the District's Land Management Plan for the tract.

Land Resources staff conducted the Reviews during the month of May 2024. The Reviews included stakeholders from local and state agencies as well as non-governmental conservation organizations and private industry. Participants included representatives from Florida Forest Service, Florida Fish and Wildlife Conservation Commission, Department of Environmental Protection – Division of Recreation and Parks, Department of Environmental Protection – Division of Greenways and Trails, Southwest Florida Water Management District, Tampa Bay Water, Pasco County Parks and Trails, Hillsborough County Conservation Parks, Audubon Society of Florida, Heartwood Preserve, and Natural Resource Planning Services, Inc. The Reviews consisted of introductions and an overview of the properties followed by field tours of each property which included discussions of significant accomplishments, milestones achieved on each tract, management objectives, and management challenges. The Reviews concluded with a question-and-answer session along with a written evaluation form filled out by each participant. The evaluations specifically assessed Hydrological Management, Fire Management, Restoration and Natural Systems Maintenance, Forest Management, Imperiled Species Management, Invasive and Exotic Species Management, Infrastructure and Maintenance, Land Acquisition, Land Use and Recreation, Archaeological and Cultural Resources, and Security. The participants found the District's Land Management activities to be in compliance with the respective Land Management Plan for each assessment criteria on the three properties being reviewed. The Land Management Review Reports are provided in Exhibits A through C attached hereto.

Staff Recommendation:

This item is for the Board's information only, and no action is required.

Presenter:

Chris Reed, Manager, Land Management Bureau

Exhibit A
**Starkey Wilderness Preserve
Land Management Review Report**

Land Management staff hosted an Interagency Land Management Review (Review) as required per Ch. 373.591 of the Florida Statute, on May 2, 2024, to assure that the Starkey Wilderness Preserve (Preserve) is being managed by the District as specified in the Land Management Plan (Plan) for the Preserve. The Review team ranked the District's management activities based on the goals and objectives outlined in the Plan. The Review team consisted of governmental and non-governmental organizations, as well as a local private landowner. The reviewers and the organizations that they represent are outlined below. The results of the review are also provided in this report.

Review Team organization and representing participants.	
Heartwood Preserve	Laura Starkey
Florida Department of Environmental Protection	Michael Faustini
Southwest Florida Water Management District	Joseph Quinn
Florida Fish and Wildlife Conservation Commission	Steve Brinkley
Pasco Audubon	Don Fraser
Florida Forestry Service	Vincent Morris
Audubon of Florida	Daniell Ivey
Pasco County Parks & Recreation – Starkey Wilderness Park Staff	Mark Berlinger Rebekah Spencer
Tampa Bay Water	Joel Deangelis

Starkey Wilderness Preserve Land Management Review Report

RESOURCE PROTECTION AND MANAGEMENT					
Hydrologic Management					
Overall Hydrologic Conditions Met	1 (Low)	2	3	4	5 (High)
*One did not rank.				3	5
			Yes	No	In Progress
Objective 1 - Continue to observe and assess water resources within the Preserve to ensure desired hydrologic function and develop restoration projects, as necessary.			8		1
Objective 2 - Continue monitoring water quality and wetland conditions through the data collection network and periodic wetland assessments.			8		1
Objective 3 - Protect water resources during management activities by continued implementation of Silvicultural and Agricultural Best Management Practices.			8		1
Hydrologic Management/Water Supply Functions					
			Yes	No	In Progress
Objective 1 - Coordinate with TBW on mitigation projects within the wellfield to enhance hydrologic conditions in wetlands.			8		1
Objective 2 – Maintain existing agreement with TBW for operation of the Starkey Wellfield for public water supply.			9		
Comments	<ul style="list-style-type: none"> It appears these objectives are being met. Land Management activities are effective in supporting the hydrologic functions of the properties. Great job managing water resources and working with cooperators to manage water resources. Clearly staff has an understanding of hydrological issues. Vigilance to ensure proper hydroperiods for wetlands in wellfield. Staff showed good working knowledge of the relationship with Tampa Bay Water and the implications of the consolidated permit. 				

Starkey Wilderness Preserve Land Management Review Report

Fire Management					
Overall Fire Management Met	1 (Low)	2	3	4	5 (High)
*One did not rank.				2	6
			Yes	No	In Progress
Objective 1 - Develop and implement an annual burn plan and apply prescribed fire according to the District's Fire Management Guidelines.			9		
Objective 2 - Conduct majority of prescribed burns during the growing season to support development of native fire-dependent species and habitat function.			8		1
Objective 3 - Update and maintain a condition class database to track management activities on specific management units.			9		
Objective 4 - Maintain perimeter firelines on an annual basis and establish strategic internal management lines supporting the seasonal needs of prescribed fire program.			9		
Comments	<ul style="list-style-type: none"> • The positive effects of many years of prescribed fire are evident, especially in the Starkey tract, with Serenova catching up. The Southeast area off Starkey Boulevard, west of the Powerline, is many years overdue to burn, and is an increasingly developed unit. • Impressed with the firelines within the zones and on the perimeter, you can see the effort being taken to put zones in rotation. • Fire management of the properties are as effective as possible given the urban interface constraints. • The burning looks great. Applaud SWFWMD for the burn program and dedication to burning. Starkey is a tough place to burn but it is getting done and that is awesome! • It seems that there could be more staffing to obtain more ambitious goals. There is a great burn program here but there are many places that have fallen behind. • Keep ensuring habitats stay in recommended FRI. Good job keeping up with the burns with so many challenges. Consider using Florida Forestry Service mitigation team on housing and Parkway boundary. • The District coordinates prescribed burn plans very efficiently with Pasco County Park Staff in order for staff to effectively work with the public response with minimal impact. • Land Management staff is highly trained and capable and is maximizing productivity in a challenging region of the state. 				

Starkey Wilderness Preserve Land Management Review Report

Restoration and Natural Systems Maintenance					
Overall Restoration / Natural Systems Met	1 (Low)	2	3	4	5 (High)
				4	5
			Yes	No	In Progress
Objective 1 - Assess habitat conditions and develop restoration strategy to recover historic natural communities on previously altered sites targeting imperiled natural communities.			7		2
Objective 2 - Utilize information obtained from historic imagery, FNAI Natural Communities Mapping, and on-site investigations to implement site specific restoration projects that support the District's restoration goals.			9		
Natural Systems Maintenance					
			Yes	No	In Progress
Objective 1 - Continue to maintain existing habitat enhancement projects over the long-term to achieve desired future conditions outlined in the FNAI Natural Community Guide.			6		3
Objective 2 - Evaluate and develop habitat enhancement projects to improve habitat function.			7		2
Objective 3 - Implement habitat management projects that support the improvement and development of native plant and animal communities, including imperiled species.			8		1
Comments	<ul style="list-style-type: none"> • Doing very well with limited resources/staff. • These efforts will show over time and in several areas you can see the efforts already restoring the natural communities. • Staff are making good progress on restoration activities for the Serenova Tract. • The natural communities are in pretty good shape. As mentioned, the Starkey tract is best due to previous management, but the other tracts are coming along nicely and with continuous fire management, they will only continue to improve. • Individual plant communities seem to be understood and managed appropriately. • Much of the Starkey tract looks to be in a healthy state and proper fire rotation. Perhaps some of the Serenova tract can stay transitioned into hardwood hammock but there are some areas that may be salvageable. • Habitat management shows by increased number of dependent species seen increasingly within the park (fox squirrel, Bob whites, etc.). • Continue to implement solid restoration processes with an emphasis on affected areas along Ridge Rd. Overall, less is sometimes more with regards to mechanical restoration. Continue to emphasize that. 				

Starkey Wilderness Preserve Land Management Review Report

Forest Management					
Overall Forest Management Met	1 (Low)	2	3	4	5 (High)
*One did not rank.				6	2
			Yes	No	In Progress
Objective 1 - <i>Manage the forest resources in accordance with the District's 10-Year Timber Management Plan and conduct timber harvests as scheduled.</i>			4		4
Objective 2 - <i>Evaluate and develop forest management projects to support specific restoration and enhancement objectives developed for the Preserve.</i>			7		2
Objective 3 - <i>Conduct annual inspections of forest resources for indication of disease, insect infestations, or damage from fire to promote forest health and sustainability.</i>			7		1
Comments	<ul style="list-style-type: none"> Annual inspections unknown, not sure if it was covered. Burn program excellent at keeping stands in appropriate condition. Some areas seem heavy in regeneration and should be monitored. Much of what was viewed was uneven-aged stands and thought should be taken to incorporate more snags in certain areas. Longleaf harvest dependent on growth rate. Not sure about annual inspections but sure they are done. A lot of planted pine could use prescribed burning and mechanical cleaning in places. 				

Starkey Wilderness Preserve Land Management Review Report

Imperiled Species Management						
Overall Imperiled Species Management Met	1 (Low)	2	3	4	5 (High)	
*One did not rank.				4	4	
				Yes	No	In Progress
Objective 1 - Implement land management strategies and techniques that support development of habitat required for known imperiled species.				9		
Objective 2 - In cooperation with other agencies and partners, implement survey and monitoring protocol where feasible for imperiled species and identify strategies for their recovery.				9		
Objective 3 - Work with other state agencies, conservation organizations, and landowners to maintain habitat connectivity.				6		2
Comments	<ul style="list-style-type: none"> Gopher tortoise habitat is well managed. Noted wood storks, short-tailed hawk, brown-headed nuthatch, many of the plants listed in the plan. The current natural resource management program is great for all species. Over time, it will be important to continue to monitor, survey, and inventory species so that plans can be altered if necessary. Conduct insect surveys, especially bees and microlepidoptera, as there could be a number of endangered species present. Maintain/manage any prairie habitat, however small. Detailed insect and floral inventory of any prairie and sandhill habitats should be undertaken utilizing in-house and external expertise. Habitat managed well. Could be opportunities to work with specific species, i.e., Southeastern American Kestrel, red cockaded woodpecker, fox squirrels, to a higher level. While on the Land Management Review, many bird species were seen to include brown-headed nuthatch, wood stork, swallow tailed kite, and others. There was talk of imperiled plant species and knowing where they are which is the most important step in protecting them. Special use authorizations with students/partners for wildlife surveys (Bachman's sparrow). Maintaining habited connectivity is difficult on this property. Staff are aware of imperiled species being present and their locations along with basic management needs. 					

Starkey Wilderness Preserve Land Management Review Report

Invasive Exotic Species Management					
Overall Exotic Species Management Met	1 (Low)	2	3	4	5 (High)
*One did not rank.				1	7
			Yes	No	In Progress
Objective 1 - Implement the District's Invasive Plant Management Plan for the Preserve.			9		
Objective 2 - Employ an EDRR methodology on new infestations identified in the Invasive Plant Management Plan.			9		
Objective 3 - Implement the feral hog control plan and manage the feral hog population on the Preserve.			8		1
Comments	<ul style="list-style-type: none"> Impressive success with ongoing feral hog management. Great integration of exotics management with land management activities, limited noted impacts. This is and will continue to be a big challenge at Starkey. Nothing was viewed as being out of control during the review, which is impressive. Staff's eyes are open for new problems and are using a variety of tools to keep non-native invasives in check. Good job! Keep doing what you are doing! The invasive program is good but it seems there could be additional staffing. There are still invasive plants, particularly sword fern that could be treated particularly in gravel/rock piles that are used for construction/road purposes. The plant control is very impressive. While some invasives were observed, it was not what would be expected on a tract of this size. Kudos! Hogs will always be a challenge but kudos for having two dedicated staff and utilizing USDA. Feral hog population managed at acceptable populations. Receiving less complaints from neighboring communities. Early Detection Rapid Response is being adhered to well. Most Category I species are in management control. Staff are using the latest methods to control feral hogs. 				

Starkey Wilderness Preserve Land Management Review Report

Infrastructure and Maintenance					
Overall Imperiled Species Management Met	1 (Low)	2	3	4	5 (High)
*One did not rank.				3	5
			Yes	No	In Progress
Objective 1 - <i>Annually inspect and maintain roads and trails according to their designated maintenance schedule.</i>			7		2
Objective 2 - <i>Monitor and maintain culverts, bridges and low water crossings to prevent adverse impacts on hydrology.</i>			7		2
Objective 3 - <i>Periodically inspect boundary fencing and gates to assure adequate protection of District resources and repair as needed.</i>			7		2
Comments	<ul style="list-style-type: none"> A lot to cover, doing well. Everything looked good. Roads are good. Limiting public access has allowed managers to maintain good road/fireline system. No culverts were seen in disrepair. Saw a few low water crossings which are ideal. Road maintenance was very good. Pump house in great shape. Fencing around vast properties is an ongoing project for every entity statewide, along with maintaining roads. 				

Starkey Wilderness Preserve Land Management Review Report

Administration					
Land Acquisition					
Overall Land Acquisition Met	1 (Low)	2	3	4	5 (High)
*One did not rank.				5	3
			Yes	No	In Progress
Objective 1 - Consider acquisition of inholding parcels to complete boundary and improve management.			5	1	2
Objective 2 - Evaluate opportunities to acquire fee interest in parcels within the District's optimal boundary and Florida Forever work plan.			6		2
Objective 3 - Pursue acquisition of less-than-fee interests through strategic conversation easements that complement the District's existing network of fee interests and less-than-fee acquisitions.			5	1	2
Comments	<ul style="list-style-type: none"> Feel unqualified/informed to respond to this. * Did not rank section. This project has continued to grow and now makes up some of the most significant conservation lands in Pasco County. District staff discussed areas of interest for easements, but I believe all were outside the boundary of Starkey. Unsure there are any inholdings or areas of interest to add to Starkey. Discussed goals of Florida Forever. To my knowledge, these actions are not being done, mostly due to the nature of the urbanization surrounding the property. 				
District Response	<ul style="list-style-type: none"> There are no inholdings within the Starkey Wilderness Preserve identified in the Florida Forever Workplan. There are also no additional fee-title acquisitions proposed in the District's Florida Forever Workplan for Starkey. There are, however, several proposed less-than-fee tracts identified for acquisition in this rapidly developing part of the county. District staff could have explained the Florida Forever Workplan more thoroughly and provided a map of the workplan to address the objective 1 and objective 3 no responses for this Land Acquisition section. 				

Starkey Wilderness Preserve Land Management Review Report

Land Use and Recreation					
Land Use					
Overall Land Use Met	1 (Low)	2	3	4	5 (High)
*One did not rank.					8
			Yes	No	In Progress
Objective 1 - Routinely review agreements, easements, and leases and update as necessary.			7		1
Objective 2 - Review special requests and issue SUAs for uses that are consistent with the District policies.			8		
Objective 3 - Maintain cooperative relationships with state, local, and other governmental entities as well as with stakeholders.			9		
Recreation					
			Yes	No	In Progress
Objective 1 – Maintain appropriate public access and quality compatible recreational opportunities.			9		
Objective 2 – Evaluate requests for additional compatible public access and recreational opportunities.			7		2
Objective 3 – Continue cooperation with Pasco County to provide multi-use recreational opportunities.			9		
Comments	<ul style="list-style-type: none"> Serenova trails and camping. Great collaborative relationship with Pasco County, Tampa Bay Water, and other entities to provide a wide variety of recreation opportunities. Recreation opportunities are great. Glad that the District works well with Pasco County and allows all that is done. Likes the fact that limited hunting is done on Serenova. Thinks that those limited hunts are reasonable considering the location. Explore opportunities to partner with non-governmental organizations like Pasco Audubon on more ecological research projects (similar to Bachman’s sparrow breeding survey carried out several years ago. Consider organizing a bio-blitz on portions of the Preserve utilizing local experts – good outreach opportunity and quick and easy way to acquire lots of floral and faunal data. There seems to be a good relationship between SWFWMD and recreational agencies. I believe caution should be used before too much more recreational uses are added. Managers should seek to define carrying capacity for recreation. The partnership with Pasco County looks as though it is a major win-win for both parties. Allowing the public access to the tract via hiking, biking and horseback is an invaluable way to promote conservation. Cooperative relationships are maintained to support various recreational goals. 				

Starkey Wilderness Preserve Land Management Review Report

Archaeological and Cultural Resources					
Overall Archaeological and Cultural Resources Met	1 (Low)	2	3	4	5 (High)
				3	6
			Yes	No	In Progress
Objective 1 – <i>Coordinate and follow the Division of Historical Resources’ recommendations for protection on known sites. Continue to monitor, protect, and preserve as necessary any identified sites.</i>			8		
Objective 2 – <i>Take precautions to protect these sites from potential impacts resulting from management or maintenance activities.</i>			7		1
Objective 3 – <i>Maintain qualified staff as an Archaeological Site Monitor.</i>			8		
Comments	<ul style="list-style-type: none"> It seems the archeological resource is properly mapped and looked at sufficiently. Was told there was a staff person dedicated to District’s archaeological site monitoring. Extremely important with the increase in people who want to treasure hunt. Historic sites are documented in GIS. Not aware of the current status of security and protection of historical sites. 				
Security					
Overall Security Met	1 (Low)	2	3	4	5 (High)
				5	4
			Yes	No	In Progress
Objective 1 – <i>Identify, document, and address security issues, including encroachments and unauthorized access.</i>			8		1
Objective 2 - <i>Maintain and inspect boundary fences, boundary lines, and gates to deter encroachment and unauthorized access. Post and maintain rule and boundary signage.</i>			8		1
Objective 3 - <i>Maintain and as needed update law enforcement agreement with FWC or other agencies as appropriate.</i>			9		
Comments	<ul style="list-style-type: none"> *One did not grade this section. Considering the broad wildland urban interface, doing well with the challenges, in Moon Lake area especially. Property seems pretty secure. Hiring additional security is a great idea. Security on such a large site can be hard. Having a Pasco employee onsite and a good relationship with Florida Fish and Wildlife Conservation Commission law enforcement makes a huge difference. Strong relationship between entities with the common goal to keep citizens safe and secure on property and address unauthorized access and use. Areas of security concerns are known and are being addressed. There are a few areas of concern, i.e., Anclote Tract. 				

Starkey Wilderness Preserve Land Management Review Report

Management Plan					
Overall Management Plan Met	1 (Low)	2	3	4	5 (High)
			1	1	7
			Yes	No	In Progress
Objective 1 – <i>Does the current management plan adequately meet the management needs of the Preserve?</i>			9		
Comments		<ul style="list-style-type: none"> • Management plan looked good. Covers the District’s priorities and more. God job on that, and I hope that I am around to see improvements on the land management review. • Management plan seems adequate. • Did not see a unit plan for burning (may have missed it) and just making sure they are in rotation. Did not see a method for surplus, but that may be an ARC requirement. • Good balance on land management and recreational use to maintain safety, but also meet the growing needs of the public. 			
Overall Management					
Overall Management Plan Met	1 (Low)	2	3	4	5 (High)
				2	7
			Yes	No	In Progress
Objective 1 – <i>Is the property being managed in accordance with the management plan?</i>			9		
Objective 2 – <i>Is the property being managed for the conservation purposes (water quality, flood protection, water supply, and natural systems protection and enhancement) for which it was acquired.</i>			9		
Comments		<ul style="list-style-type: none"> • This Preserve is well managed, especially considering the limited number of staff, and the challenges with working with different agencies and being such a beloved asset to a growing suburban community. The drone for prescribed burning will be a big asset. • The Preserve is beautiful, and the care and attention is evident as you tour the property. Was impressed by both the invasive and fire management programs, as well as the amount of recreation opportunities. There is a great deal of interagency work being done. • As a fellow land manager, I am impressed. Great work being done here. • This is another example of the District doing an excellent job of managing property for water protection. Water that encounters this property will be cleaner and continue through the water cycle better here than almost anywhere else. • The District is doing a good job with all the challenges this property brings. I am not used to District Management plans but they seem smaller with less specific information than a management plan required by ARC. Not saying that is a bad thing at all, just that there could be more specifics. Board needs to allow you to hire more people. • Highly value this relationship we have built to educate and recreate the public while maintaining a natural ecosystem. • Property looks great. Keep up the good work! 			

Exhibit B
**Cypress Creek Preserve
Land Management Review Report**

Land Management staff hosted an Interagency Land Management Review (Review) as required per Ch. 373.591 of the Florida Statute. on May 3, 2024, to assure that the Cypress Creek Preserve (Preserve) is being managed by the District as specified in the Land Management Plan (Plan) for the Preserve. The Review team ranked the District’s management activities based on the goals and objectives outlined in the Plan. The Review team consisted of governmental and non-governmental organizations, a private landowner was also invited, but unable to attend due to a last-minute conflict. The reviewers and the organizations that they represent are outlined below. The results of the review are also provided in this report.

Review Team organization and representing participants.	
Florida Fish and Wildlife Conservation Commission	Steve Brinkley
Tampa Bay Water	Joel DeAngelis
Florida Forest Service	Jon Hoch
Audubon Florida	Danielle Ivey
Florida Department of Environmental Protection	Michael Faustini
Pasco County Parks and Natural Areas	Brian Pinson
Southwest Florida Water Management District	Joseph Quinn
Southwest Florida Water Management District	Mirko Soko
Southwest Florida Water Management District	Will VanGelder
Natural Resource Planning Services, Inc.	Jack Vogel

Cypress Creek Preserve Land Management Review Report

RESOURCE PROTECTION AND MANAGEMENT						
Hydrologic Management						
Overall Hydrologic Conditions Met	1 (Low)	2	3	4	5 (High)	
*Two did not rank					8	
				Yes	No	In Progress
Objective 1 - Continue to observe and assess water resources within the Preserve to ensure desired hydrologic function and develop restoration projects, as necessary.				9		1
Objective 2 - Continue monitoring water quality and wetland conditions through the data collection network and periodic wetland assessments.				10		
Objective 3 - Protect water resources during management activities by continued implementation of Silvicultural and Agricultural Best Management Practices.				9		1
Hydrologic Management/Water Supply Functions						
				Yes	No	In Progress
Objective 1 - Coordinate with TBW on mitigation projects within the wellfield to enhance hydrologic conditions in wetlands.				10		
Objective 2 - Maintain existing agreement with TBW for operation of the Cypress Creek Wellfield for public water supply.				10		
Comments	<ul style="list-style-type: none"> Property seems to be in good condition hydrologically. Continue to pursue opportunities for further restoration. Excellent ongoing collaboration with Tampa Bay Water on use and management of the Preserve. The coordination with Tampa Bay Water is well established. Appreciate consideration of not only current hydrologic considerations but how this property will change with increasing population and water demand. The primary objective of Cypress Creek Preserve is hydrological management enhancement met. 					

Cypress Creek Preserve Land Management Review Report

Fire Management						
Overall Fire Management Met	1 (Low)	2	3	4	5 (High)	
*One did not rank			1	5	3	
				Yes	No	In Progress
Objective 1 - Develop and implement an annual burn plan and apply prescribed fire according to the District's Fire Management Guidelines.				9		
Objective 2 - Conduct majority of prescribed burns during the growing season to support development of native fire-dependent species and habitat function.				9		1
Objective 3 - Update and maintain a condition class database to track management activities on specific management units.				7		3
Objective 4 - Maintain perimeter firelines on an annual basis and establish strategic internal management lines supporting the seasonal needs of prescribed fire program.				10		
Comments	<ul style="list-style-type: none"> It is clear that there are a lot of challenges, and that Cypress Creek does not get priority over other areas, and I understand that. What has been regularly burned looks good and other areas have great potential with more frequent fire. I don't know what the average unit size is, but if smoke is a concern and it is feasible, you can always look at reducing unit size to mitigate smoke issues. This will hopefully be a rewarding property to manage as the manager(s) will get to witness the improvement of upland habitat as fire hopefully becomes more prominent. Continue to pursue prescribed fire in areas of fire suppression, especially in the south part of the property. Especially installation of fire breaks. Most sites are well maintained. A few areas looked like they could use fire but hadn't received any. Good job on applying fire to many of the flatwoods. They are overgrown areas that could use mechanical then fire but due to some of the complexities it is understandable fire can be problematic. Management zones seem to be moving in the right direction. More frequent fire would help to address this with possible mechanical treatments. This site definitely has challenges with the surrounding urban interface. Not familiar with the fire management guidelines. More resources (internal and external) would capture more good burn days. The District's fire management practice was brought up often during the tour. Appreciate the consideration applied not only to areas in really good shape but the recognition and planned approach for areas needing more than fire to attain desired consideration. Really impressed with understory diversity. The complications of meeting the prescribed fire objectives are being very professionally managed. Many difficult obstacles to meet but the prescribed fire goals are evident and being carefully managed. 					

Cypress Creek Preserve Land Management Review Report

Restoration and Natural Systems Maintenance						
Overall Restoration / Natural Systems Met	1 (Low)	2	3	4	5 (High)	
			1	5	4	
				Yes	No	In Progress
Objective 1 - Assess habitat conditions and develop restoration strategy to recover historic natural communities on previously altered sites targeting imperiled natural communities.				9		1
Objective 2 - Utilize information obtained from historic imagery, FNAI Natural Communities Mapping, and on-site investigations to implement site specific restoration projects that support the District's restoration goals.				9		1
Natural Systems Maintenance						
				Yes	No	In Progress
Objective 1 - Continue to maintain existing habitat enhancement projects over the long-term to achieve desired future conditions outlined in the FNAI Natural Community Guide.				7		3
Objective 2 - Evaluate and develop habitat enhancement projects to improve habitat function.				9		1
Objective 3 - Implement habitat management projects that support the improvement and development of native plant and animal communities, including imperiled species.				7		3
Comments		<ul style="list-style-type: none"> • It seems like you know what needs to be done, you just need the time and resources to do it. • Continue to expand restoration efforts to a wider area, especially with regards to ruderal and other upland communities. • Overall, very good. • This area has a lot of challenges trying to divide up and traverse the whole of the property. There is quite a unique property with a lot of challenges. • Don't recall much talk on imperiled animal species. • Land management reaches out to other divisions within the District to evaluate and pursue restoration opportunities. • Again, impressed with the amount of thought and consideration into tools and techniques that can be applied for increased habitat quality. • The proper long-term approach to restoration seems to be the guiding principle and appropriately so. 				

Cypress Creek Preserve Land Management Review Report

Forest Management						
Overall Forest Management Met	1 (Low)	2	3	4	5 (High)	
*One did not rank		1		3	5	
				Yes	No	In Progress
Objective 1 - Manage the forest resources in accordance with the District's 10-Year Timber Management Plan and conduct timber harvests as scheduled.				8		2
Objective 2 - Evaluate and develop forest management projects to support specific restoration and enhancement objectives developed for the Preserve.				10		
Objective 3 - Conduct annual inspections of forest resources for indication of disease, insect infestations, or damage from fire to promote forest health and sustainability.				9		1
Comments	<ul style="list-style-type: none"> • Areas of planted pine had too much cogon grass but this is easily corrected. Some areas of planted pine could be cleaned up for better access. Overall in good condition. • For noncommercial plantations, may want to look into techniques to speed up the process toward developing mature canopy by patch thinning around specimen trees and not simple third row thinning. • Kudos on the survivability of the longleaf stand. While I think it needs to be thinned as soon as possible, I would think to be conservative to reduce the sunlight to the ground due to some exotics in there. More snags, just not near the fieline. • Additional resources would make this more likely. • Development and management of forestry resources appear to be conducted in an effective and efficient manner given the unique constraints of the property. • Silviculture techniques were explained and discussed often during the tour. • The first stand encountered on the tour will require greater thought than expressed on the tour based on interactions with recreation community. • While I would place forest management as a higher priority, my perspective comes from a production and commodity production philosophy. I believe the current balance is carefully analyzed and implemented to the best of the District's ability. 					

Cypress Creek Preserve Land Management Review Report

Imperiled Species Management						
Overall Imperiled Species Management Met	1 (Low)	2	3	4	5 (High)	
			2	6	2	
				Yes	No	In Progress
Objective 1 - <i>Implement land management strategies and techniques that support development of habitat required for known imperiled species.</i>				6		4
Objective 2 - <i>In cooperation with other agencies and partners, implement survey and monitoring protocol where feasible for imperiled species and identify strategies for their recovery.</i>				5		5
Objective 3 - <i>Work with other state agencies, conservation organizations, and landowners to maintain habitat connectivity.</i>				9		1
Comments	<ul style="list-style-type: none"> Definitely some room for improvement, mostly related to getting more fire on the ground. Land management plan is being successfully implemented with regard to imperiled species. Efforts are being made to detect them. There was mention of Florida Natural Areas Inventory doing some surveys. It didn't sound like onsite staff had the capacity to do more. Did not come away with the impression that this is a big emphasis of the program. However, with the limited number of staff actively conducting land management, the focus is appropriately focused on results. No questioning the quality of the habitat and it was evident that groups that approached the District for species studies and the information they provided was welcome. An ongoing effort is obvious and probably calls for a higher priority. This is a never-ending task that needs to continue as research and need make progress imperative. 					

Cypress Creek Preserve Land Management Review Report

Invasive Exotic Species Management						
Overall Exotic Species Management Met	1 (Low)	2	3	4	5 (High)	
*One did not rank			1	4	4	
				Yes	No	In Progress
Objective 1 - <i>Implement the District's Invasive Plant Management Plan for the Preserve.</i>				10		
Objective 2 - <i>Employ an EDRR methodology on new infestations identified in the Invasive Plant Management Plan.</i>				9		1
Objective 3 - <i>Implement the feral hog control plan and manage the feral hog population on the Preserve.</i>				9		1
Comments		<ul style="list-style-type: none"> Managing exotic plants will be challenging on this property. I would encourage the use of continual work if feasible to maintain control and reduce the workload on staff. There are some challenges to invasive species control, especially Old World Climbing Fern, but the overall conditions are good. Early detection and rapid response are being adhered to. Hogs appear to be controlled. Appears to be working. Good job on the invasive management while there are some worrisome plants in your longleaf pine stand, definitely light as far as size. I did see many bird species and while I did not hear about any imperiled species in the riverine/swamps, I am sure there are some and spraying exotics including lygodium will help. The District as a whole seems to have a great approach to invasives. This is evident through the property. District staff have implemented an effective approach to exotic and invasives management with limited impacts of such observed, especially regarding feral hogs. The management practices of both invasive and exotic plants and animals were well explained during the tour. Considering the number of acres managed and the difficult nature of invasives present, District is doing an admirable job. Ongoing effort is obvious and considerable success is evident. 				

Cypress Creek Preserve Land Management Review Report

Infrastructure and Maintenance						
Overall Imperiled Species Management Met	1 (Low)	2	3	4	5 (High)	
*One did not rank				1	8	
				Yes	No	In Progress
Objective 1 - <i>Annually inspect and maintain roads and trails according to their designated maintenance schedule.</i>				9		1
Objective 2 - <i>Monitor and maintain culverts, bridges and low water crossings to prevent adverse impacts on hydrology.</i>				10		
Objective 3 - <i>Periodically inspect boundary fencing and gates to assure adequate protection of District resources and repair as needed.</i>				10		
Comments	<ul style="list-style-type: none"> All infrastructure looked good. The pavilion at group camping looked rustic. I believe it was discussed that upgrades (wood replacement) were on the horizon. Great cooperation with law enforcement. Surveys will be more important with the additional urban sprawl and more staff resources will be needed. District is doing a great job along with the Tampa Bay Water partnership to maintain property infrastructure. Obviously well done! 					
Administration						
Land Acquisition						
Overall Land Acquisition Met	1 (Low)	2	3	4	5 (High)	
*Two did not rank				5	3	
				Yes	No	In Progress
Objective 1 - <i>Consider acquisition of inholding parcels to complete boundary and improve management.</i>				4		5
Objective 2 - <i>Evaluate opportunities to acquire fee interest in parcels within the District's optimal boundary and Florida Forever work plan.</i>				5		4
Objective 3 - <i>Pursue acquisition of less-than-fee interests through strategic conversation easements that complement the District's existing network of fee interests and less-than-fee acquisitions.</i>				7		2
Comments	<ul style="list-style-type: none"> Recent acquisition of cattle lease via Mertz donation is very positive. I think the District is doing a good job identifying then acquiring through easement or fee simple. Acquisition evaluation constantly in progress. Could have included a discussion of a top 2 or 3 properties that would have increased property value for water resources or manageability. Every acre that can be acquired needs to be accomplished. East and South Pasco's explosive growth is overrunning the County. District acquisition efforts has preserved much of the County, and the work to preserve will never be completed. 					

Cypress Creek Preserve Land Management Review Report

Land Use and Recreation						
Land Use						
Overall Land Use Met	1 (Low)	2	3	4	5 (High)	
*One did not rank				2	7	
				Yes	No	In Progress
Objective 1 - Routinely review agreements, easements, and leases and update as necessary.				10		
Objective 2 - Review special requests and issue SUAs for uses that are consistent with the District policies.				9		
Objective 3 - Maintain cooperative relationships with state, local, and other governmental entities as well as with stakeholders.				10		
Recreation						
				Yes	No	In Progress
Objective 1 – Maintain appropriate public access and quality compatible recreational opportunities.				10		
Objective 2 – Evaluate requests for additional compatible public access and recreational opportunities.				9		1
Comments	<ul style="list-style-type: none"> I hope the District will be able to partner with Pasco County on some of the recreation at some point. Seems really good right now, but I think a partnership could benefit both parties. Improvement and expansion of the southern camping area is very smart. Improvement of online camping reservation should help the condition and abuses of the campground. I think allowing Pasco to assist in the recreation aspect similar to Starkey could help staff and free them up for other land management duties. As more people become aware of the public use component, more people will care to protect them. Additional public source could be reached by expanding some camping opportunities. The Cypress Creek property represents an excellent collaborative relationship with Tampa Bay Water to support the District's areas of responsibility through multiple uses. Both leases and recreational activities were well explained during the tour. There was a clear effort and results in improving the recreational experience for citizens while addressing historic abuse. No complaint here. Recreational and other compatible uses of District land is constantly being evaluated with an open mind. 					

Cypress Creek Preserve Land Management Review Report

Archaeological and Cultural Resources						
Overall Archaeological and Cultural Resources Met	1 (Low)	2	3	4	5 (High)	
*One did not rank			2	2	5	
				Yes	No	In Progress
Objective 1 – Coordinate and follow the Division of Historical Resources’ recommendations for protection on known sites. Continue to monitor, protect, and preserve as necessary any identified sites.				9		1
Objective 2 – Take precautions to protect these sites from potential impacts resulting from management or maintenance activities.				9	1	
Objective 3 – Maintain qualified staff as an Archaeological Site Monitor.				9	1	
Comments	<ul style="list-style-type: none"> I believe the District has a archeologist and is favorable to sending more people to training. I don’t recall hearing that any staff were Archeological Resource Management certified or actively managing these resources. Very important aspect of the District’s land management program and is under constant evaluation. 					
District Response	<ul style="list-style-type: none"> The District has three staff trained by the Division of Historic Resources (DHR) as Archaeological site monitors. Additionally, the Land Manager has recently been in contact with DHR to have additional staff members trained as site monitors. Having additional staff trained as site monitors will allow staff to take additional precautions to protect archeological resources. 					
Security						
Overall Security Met	1 (Low)	2	3	4	5 (High)	
*One did not rank				2	7	
				Yes	No	In Progress
Objective 1 – Identify, document, and address security issues, including encroachments and unauthorized access.				10		
Objective 2 - Maintain and inspect boundary fences, boundary lines, and gates to deter encroachment and unauthorized access. Post and maintain rule and boundary signage.				10		
Objective 3 - Maintain and as needed update law enforcement agreement with FWC or other agencies as appropriate.				9		1
Comments	<ul style="list-style-type: none"> As the state grows, this is a problem for everyone. Kudos for the commitment to using Florida Fish and Wildlife Conservation Commission law enforcement to help with security concerns. Security is evident at the main facility. Fences and gates are all operational and intact. Great work for a property this size and with so much interface. Excellent work in addressing security issues given the urban interface nature of the property. Coordination with the Florida Fish and Wildlife Conservation Commission and local agencies was discussed during the tour. Impressed to hear security budget is \$250,0000. Allows District to manage security needs on as need basis to include any incidents arising at Cypress Creek. Never ending goal. Good luck! 					

Cypress Creek Preserve Land Management Review Report

Management Plan					
Overall Management Plan Met	1 (Low)	2	3	4	5 (High)
*One did not rank			1	1	7
			Yes	No	In Progress
Objective 1 – <i>Does the current management plan adequately meet the management needs of the Preserve?</i>			9		
Comments			<ul style="list-style-type: none"> The District has a different plan than ARC while I find ARCs tedious, the plans for the District could use more specifics. Though the balance between writing about it and doing it is a concern. We all have too much to do. I will provide plan with comments. Had a few items to consider. Would like to see District strategic initiatives and regional priorities identified at the beginning of the plan. 		
Overall Management					
Overall Management Plan Met	1 (Low)	2	3	4	5 (High)
*One did not rank				3	6
			Yes	No	In Progress
Objective 1 – <i>Is the property being managed in accordance with the management plan?</i>			7		1
Objective 2 – <i>Is the property being managed for the conservation purposes (water quality, flood protection, water supply, and natural systems protection and enhancement) for which it was acquired.</i>			9		
Comments			<ul style="list-style-type: none"> Think the District is doing great considering what you have to work with. Hope that you can get more fire on the ground over the next 5 years, which will improve a lot of habitat. Also hope that the longleaf pine plantation can be thinned as planned. Overall, room for improvement of the habitat, which is acknowledged, but great job considering all of the challenges and I hope to see it again on the next land management review. Great job. Looking good, keep it up. This is the second land management review I have been on for the District and I commend the management being done on the property. I think with only 8 land managers and 4 technicians, the job they have been tasked to do is monumental. Between prescribed fire, encroachment, invasive species, mowing and all the other tiny tasks, it is a big job. I will always recommend more funding for any level staff but more boots on the ground will be needed for future challenges. Overall, this property is being managed extremely well. There are difficulties with the surrounding urban interface, but these difficulties are being overcome. Water issues are being addressed. A higher frequency of fire management might be beneficial, when it can be done safely. Great tour and tour guides. The professional approach to the many conflicting objectives of management of the District's Cypress Creek Preserve is evident. The openness to this committee's evaluation and analysis is appreciated and indicates a willingness to listen and constantly improve. I was quite impressed today. 		

Exhibit C

Lower Hillsborough Wilderness Preserve Land Management Review Report

Land Management staff hosted an Interagency Land Management Review (Review) as required per Ch. 373.591 of the Florida Statute, on May 15, 2024, to assure that the Lower Hillsborough Wilderness Preserve (Preserve) is being managed by the District as specified in the Land Management Plan (Plan) for the Preserve. The Review team ranked the District's management activities based on the goals and objectives outlined in the Plan. The Review team consisted of governmental and non-governmental organizations, as well as a local private landowner. The reviewers and the organizations that they represent are outlined below. The results of the review are also provided in this report.

Review Team organization and representing participants.	
Florida Forest Service	Nathan Bartcsek
Florida Fish and Wildlife Conservation Commission	Steve Brinkley
Tampa Bay Water	Joel DeAngelis
Florida Fish and Wildlife Conservation Commission	Jason Elkin
Southwest Florida Water Management District	Cassidy Hampton
Hillsborough County	Eric Hothem
Audubon Florida	Danielle Ivey
Audubon Florida	Charles Lee
Hillsborough River State Park	Cheryl Metzger
Hillsborough County Conservation Parks	Rodney Petty
Natural Resource Planning Services	Jay Vogel

Lower Hillsborough Wilderness Preserve Land Management Review Report

RESOURCE PROTECTION AND MANAGEMENT					
Hydrologic Management					
Overall Hydrologic Conditions Met	1 (Low)	2	3	4	5 (High)
				3	8
			Yes	No	In Progress
Objective 1 - Continue to observe and assess water resources within the Preserve to ensure desired hydrologic function and develop restoration projects, as necessary.			10	1	
Objective 2 - Continue monitoring water quality and wetland conditions through the data collection network and periodic wetland assessments.			11		
Objective 3: Manage the Preserve compatible with the FRB project to protect the City of Tampa, City of Temple Terrace, and surrounding urbanized areas.			10	1	
Objective 3 - Protect water resources during management activities by continued implementation of Silvicultural and Agricultural Best Management Practices.			11		
Hydrologic Management/Water Supply Functions					
			Yes	No	In Progress
Objective 1 - Coordinate with TBW on mitigation projects within the wellfield to enhance hydrologic conditions in wetlands.			11		
Objective 2 – Maintain existing agreement with TBW for operation of the Starkey Wellfield for public water supply.			11		
Comments	<ul style="list-style-type: none"> Consider using techniques which minimize ground disturbance as wells are retired. Continue to explore water resource initiatives and opportunities to stay ahead of growth. Works closely with TBW on wellfield management and monitoring. Good idea to update structure (2nd stop?). Continue to coordinate with TBW to make sure ecological needs are met as well as potable water needs. Consider just capping pipe at old pump station. District should coordinate with TBW to reduce disturbance of habitat and public expenses by eliminating unnecessary removal of underground pipelines associated with decommissioned well sites. Leave pipes in the ground. No need to grout old, abandoned transmission lines. The monitoring program and use of a SCADA system for infrastructure management seems sophisticated and effective. 				
District Response	<ul style="list-style-type: none"> Objective 1 received a single response of not meeting the objective of observe and assess water resources to ensure desired hydrologic function and develop restoration projects as necessary. The District feels that it is doing a good assessing water resources to ensure desired hydrological function. This is ranking is likely a result of impacts that occurred prior to reductions in pumping as a result of the consolidated wellfield permit and associated limits that were put in place on pumping. Objective 3 of managing the Four Rivers Basins project to protect the cities is being met and met at a high level from the District's perspective. It is felt that the respondent simply did not have a good understanding of the Four Rivers Basins project component of the property. 				

Lower Hillsborough Wilderness Preserve Land Management Review Report

Fire Management					
Overall Fire Management Met	1 (Low)	2	3	4	5 (High)
				4	7
			Yes	No	In Progress
Objective 1 - Develop and implement an annual burn plan and apply prescribed fire according to the District's Fire Management Guidelines.			11		
Objective 2 - Conduct majority of prescribed burns during the growing season to support development of native fire-dependent species and habitat function.			11		
Objective 3 - Update and maintain a condition class database to track management activities on specific management units.			11		
Objective 4 - Maintain perimeter firelines on an annual basis and establish strategic internal management lines supporting the seasonal needs of prescribed fire program.			11		
Comments	<ul style="list-style-type: none"> • Most areas look like fire is being used properly. Flatwoods look great with good regeneration age class diversity, and structure. Consider more granular mapping. • Gave a 4 score just because I want there to be room for improvement on the next Land Management Review, which I believe will be the case. This is a tough area, especially on the north end. FWC has begun the practice of creating boundary "buffers" inside our fences in certain areas similar to what you have on the north end. We basically clear all vegetation in a 50-100 ft buffer and keep that mowed to reduce problems when applying fire. Just something to consider. All-in-all, the fire management looks pretty good and I hope staff can improve on what has been done in the past. • Continue to emphasize burning in fire suppressed areas. • Active burn program taking advantage of growing season, while recognizing that some areas need to be burned outside of growing season due to site conditions. • Great job on trying to keep up in such challenging conditions. Consider widening the fire lane on north end to disc line then a mowed line for burn intensity reduction (more of a visual for those that live there) and extra security in case of wildfire. Mow it once a year. • Fire management looks good. • Fantastic job maintaining communities through prescribed burns. Especially impressive when located next to homes. • The prescribed fire program is truly laudable. The units on a tight rotation look excellent and burns appear to be executed in a safe and responsible manner. 				

Lower Hillsborough Wilderness Preserve Land Management Review Report

Restoration and Natural Systems Maintenance					
Overall Restoration / Natural Systems Met	1 (Low)	2	3	4	5 (High)
				4	7
			Yes	No	In Progress
Objective 1 - Assess habitat conditions and develop restoration strategy to recover historic natural communities on previously altered sites targeting imperiled natural communities.			10		1
Objective 2 - Utilize information obtained from historic imagery, FNAI Natural Communities Mapping, and on-site investigations to implement site specific restoration projects that support the District's restoration goals.			11		
Natural Systems Maintenance					
			Yes	No	In Progress
Objective 1 - Continue to maintain existing habitat enhancement projects over the long-term to achieve desired future conditions outlined in the FNAI Natural Community Guide.			10		1
Objective 2 - Evaluate and develop habitat enhancement projects to improve habitat function.			11		
Objective 3 - Implement habitat management projects that support the improvement and development of native plant and animal communities, including imperiled species.			11		
Comments	<ul style="list-style-type: none"> Great work with plantation conversion from pastureland. Continue to maintain with pine either through natural or artificial means. Reduction of water drawn from wells has improved forest conditions. This all comes back to fire for the most part in my mind. It seems like the water management is under control. Use variety of methods (burns, invasive species management, etc.) to enhance natural systems. I believe it was said FNAI is on contract and would be a good idea to remap some areas. Does seem like there is a lot more wet flatwoods than mapped in the management plan. Glad to see that gopher tortoises are being relocated from berm and fencing being installed to protect the species. Pine thinning is helping to restore the historic pine plantation. All habitat types appear to be managed appropriately according to the needs of the natural systems. 				

Lower Hillsborough Wilderness Preserve Land Management Review Report

Forest Management					
Overall Forest Management Met	1 (Low)	2	3	4	5 (High)
*One did not rank				3	7
			Yes	No	In Progress
Objective 1 - <i>Manage the forest resources in accordance with the District's 10-Year Timber Management Plan and conduct timber harvests as scheduled.</i>			10		1
Objective 2 - <i>Evaluate and develop forest management projects to support specific restoration and enhancement objectives developed for the Preserve.</i>			11		
Objective 3 - <i>Conduct annual inspections of forest resources for indication of disease, insect infestations, or damage from fire to promote forest health and sustainability.</i>			10		1
Comments	<ul style="list-style-type: none"> Shown understanding of local markets and harvesting considerations with recreation and how it plays into the larger picture on the property. Continue to implement sound forest management practices. Continue to set restoration goals to implement as long-term goals for natural systems. Maintains active timber management program, including time plantings on previous pastureland. Some natural stands look like they may need to be thinned. Would use the opportunity to stagger density and basal areas to give heterogenic landscape. Good luck with the twisty planted stand. I would keep most as character and to see if it is genetic. With proper market conditions, more opportunities for slash pine thinning exist. The forests look healthy. It is apparent that the staff are working steadily to keep habitats in good condition. The District's forest management appears to be strong and forward thinking. Recommend to consider taking a restoration-silviculture approach when establishing new plantations, i.e., plant densely (726 trees per acres) and then thin early and often until desired conditions are met. No need to be concerned about private sector; the more timber acres we have in central Florida the better. 				

Lower Hillsborough Wilderness Preserve Land Management Review Report

Imperiled Species Management						
Overall Imperiled Species Management Met	1 (Low)	2	3	4	5 (High)	
*One did not rank				4	6	
				Yes	No	In Progress
Objective 1 - <i>Implement land management strategies and techniques that support development of habitat required for known imperiled species.</i>				10		1
Objective 2 - <i>In cooperation with other agencies and partners, implement survey and monitoring protocol where feasible for imperiled species and identify strategies for their recovery.</i>				9		2
Objective 3 - <i>Work with other state agencies, conservation organizations, and landowners to maintain habitat connectivity.</i>				10		1
Comments	<ul style="list-style-type: none"> Again, just keep burning. Continue to survey listed species occurring on the property. We didn't talk a lot about imperiled species found onsite but SUP's were talked about. It is good to know that there are studies being done on the property and the District is open to more. Suggest applying rock or #6 stone surface to levees now favored by gopher tortoise for burrows. Road surface could deter gophers from building burrows and reduce relocation costs. By keeping prescribed fire on rotation, SFWMD is managing and maintaining habitats to benefit imperiled, threatened or endangered species. Not sure if species are being monitored, mapped and surveyed. It appears efforts are coordinated across agencies. Has the District considered a more formal partnership with FDACS Rural and Family Lands Protection Program? Tax dollars could go further for conservation with this approach. 					

Lower Hillsborough Wilderness Preserve Land Management Review Report

Invasive Exotic Species Management					
Overall Exotic Species Management Met	1 (Low)	2	3	4	5 (High)
*One did not rank				3	7
			Yes	No	In Progress
Objective 1 - Implement the District's Invasive Plant Management Plan for the Preserve.			10		1
Objective 2 - Employ an EDRR methodology on new infestations identified in the Invasive Plant Management Plan.			10		
Objective 3 - Implement the feral hog control plan and manage the feral hog population on the Preserve.			10		
Comments	<ul style="list-style-type: none"> Effort in controlling exotics is evident throughout the property. Keep pressure on the hogs. Some areas of invasives need work so continue to emphasize Early Detection Rapid Response protocol. Active invasive plant management, particularly around preserve boundaries. Works closely with other agencies to control feral hog population. Didn't see a lot of hog damage or invasives. Most was cogon/and Caesars weed, both near bike path and near home on north end. Will be never ending battle. Suggest more aggressive approach to eliminate lygodium towers at edge of Preserve property. More outreach to adjacent owners is needed on this issue. District is actively removing feral hogs through staff and USDA. Did not observe any hog rooting during the tour which indicated successful maintenance of feral hogs. Managing invasives is an ongoing battle. Great work staying on top of it. You might get more interest from local dog hunters if you would waive the insurance/indemnification requirements. 				
Infrastructure and Maintenance					
Overall Imperiled Species Management Met	1 (Low)	2	3	4	5 (High)
				3	8
			Yes	No	In Progress
Objective 1 - Annually inspect and maintain roads and trails according to their designated maintenance schedule.			11		
Objective 2 - Monitor and maintain culverts, bridges and low water crossings to prevent adverse impacts on hydrology.			11		
Objective 3 - Periodically inspect boundary fencing and gates to assure adequate protection of District resources and repair as needed.			11		
Comments	<ul style="list-style-type: none"> Infrastructure monitored with improvements made as necessary. Includes planned improvements to flood control infrastructure that is reaching the end of life. Great job on levee maintenance. All roads looked well maintained and County doing a good job on their side as well. All structures observed were in excellent to good condition. Infrastructure appears to be generally well-maintained, and in areas that need work, there appears to be solid planning to make improvements. 				

Lower Hillsborough Wilderness Preserve Land Management Review Report

Administration					
Land Acquisition					
Overall Land Acquisition Met	1 (Low)	2	3	4	5 (High)
*Two did not rank				3	6
			Yes	No	In Progress
Objective 1 - Consider acquisition of inholding parcels to complete boundary and improve management.			9		2
Objective 2 - Evaluate opportunities to acquire fee interest in parcels within the District's optimal boundary and Florida Forever work plan.			9		2
Objective 3 - Pursue acquisition of less-than-fee interests through strategic conversation easements that complement the District's existing network of fee interests and less-than-fee acquisitions.			9		2
Comments		<ul style="list-style-type: none"> Very good work maintaining relationships with other local agencies to maintain connection of natural areas and recreation facilities. Do not believe there were any inholdings. Would definitely stress looking into any properties that you can acquire to complete connectivity to other lands. Suggest more aggressive posture in demanding land compensation for road widening impacts and for seeking Florida Forever funding for purchases of inholdings and properties at boundary. Would have liked to learn more about any future acquisitions. Specifically, acquisition of land along Hillsborough River (and other rivers) east of Hillsborough River State Park to the County's Blackwater Creek, to the Upper Hillsborough Preserve. Any land acquisition is important in light of development pressure in central Florida. The District has done and should continue to do strong work in this area. 			

Lower Hillsborough Wilderness Preserve Land Management Review Report

Land Use and Recreation					
Land Use					
Overall Land Use Met	1 (Low)	2	3	4	5 (High)
*One did not rank				3	7
			Yes	No	In Progress
Objective 1 - Routinely review agreements, easements, and leases and update as necessary.			11		
Objective 2 - Review special requests and issue SUAs for uses that are consistent with the District policies.			11		
Objective 3 - Maintain cooperative relationships with state, local, and other governmental entities as well as with stakeholders.			11		
Recreation					
			Yes	No	In Progress
Objective 1 – Maintain appropriate public access and quality compatible recreational opportunities.			11		
Objective 2 – Evaluate requests for additional compatible public access and recreational opportunities.			11		
Objective 3 – Continue cooperation with Pasco County to provide multi-use recreational opportunities.			11		
Comments	<ul style="list-style-type: none"> Maintains diverse recreational opportunities on the property. Continue to emphasize on making changes to the recreation reservation system. Look to expanding relationships with FWC. Immense collaboration with multiple agencies (Hillsborough County, FWC, and more) to maintain lands and provide a multitude of recreational opportunities for the public. Kudos for having so many campsites. I would stress looking into a contract employee since you can not do operations to augment the campground maintenance. As a former land manager, it can be a huge headache and time constraint. As a camper, so happy you have so many opportunities. Suggest seeking funding to upgrade campgrounds, recruit campground hosts, enroll in nationwide reservation system. Charge at least nominal fees and allow reservation system to collect payments. Many opportunities for public use of trails, kayak/canoeing, equestrian, biking, birding, etc. Trails are well maintained, good signage and QR codes for trails. As noted on the tour, public use is an important and critical goal, even though it comes with challenges. 				

Lower Hillsborough Wilderness Preserve Land Management Review Report

Archaeological and Cultural Resources					
Overall Archaeological and Cultural Resources Met	1 (Low)	2	3	4	5 (High)
*One did not rank				4	6
			Yes	No	In Progress
Objective 1 – <i>Coordinate and follow the Division of Historical Resources’ recommendations for protection on known sites. Continue to monitor, protect, and preserve as necessary any identified sites.</i>			10		1
Objective 2 – <i>Take precautions to protect these sites from potential impacts resulting from management or maintenance activities.</i>			10		1
Objective 3 – <i>Maintain qualified staff as an Archaeological Site Monitor.</i>			8		2
Comments		<ul style="list-style-type: none"> • This is a tough one – continue doing the best you can. • Would recommend ARM training to all land manager and technician staff. Dig sites are hard to mitigate for, especially considering people have been doing it for years. • More aggressive detection of unlawful pirating of archaeological sites is needed. • Doing as good a job as possible, difficult when the park is located next to residential areas. • I am pleased the District is taking proactive action to monitor sites and to protect historical resources. 			
Security					
Overall Security Met	1 (Low)	2	3	4	5 (High)
*One did not rank				3	7
			Yes	No	In Progress
Objective 1 – <i>Identify, document, and address security issues, including encroachments and unauthorized access.</i>			10		1
Objective 2 - <i>Maintain and inspect boundary fences, boundary lines, and gates to deter encroachment and unauthorized access. Post and maintain rule and boundary signage.</i>			10		1
Objective 3 - <i>Maintain and as needed update law enforcement agreement with FWC or other agencies as appropriate.</i>			10		1
Comments		<ul style="list-style-type: none"> • Maintain on-site security as well as contract with FWC law enforcement. • Actively addressing the security concerns in partnership with other agencies. Some challenges with campgrounds, with staff working toward improvements. • Good idea to have site security which I understand there are a few here. Security, again, is a never-ending headache. Good job. • Fencing and posting of preserve peripheral needs substantial upgrade. • Good job of maintaining fencing along community, which seems to be an ongoing effort. Having FWC law enforcement is definitely helpful. Good job of updating rules as needed in campground. • The site appears to be well-monitored. 			

Lower Hillsborough Wilderness Preserve Land Management Review Report

Management Plan					
Overall Management Plan Met	1 (Low)	2	3	4	5 (High)
*Two did not rank			1	1	7
			Yes	No	In Progress
Objective 1 – <i>Does the current management plan adequately meet the management needs of the Preserve?</i>			10		
Comments	Think the land management plan could be a little more robust but if land management staff is writing them, no contractors or non-land management staff stress keeping them that way. Plan is good. Dedication of additional resources/personnel is needed. Land management appears to be in line with the management plan.				
Overall Management					
Overall Management Plan Met	1 (Low)	2	3	4	5 (High)
*Two did not rank				2	7
			Yes	No	In Progress
Objective 1 – <i>Is the property being managed in accordance with the management plan?</i>			10		
Objective 2 – <i>Is the property being managed for the conservation purposes (water quality, flood protection, water supply, and natural systems protection and enhancement) for which it was acquired.</i>			11		
Comments	<ul style="list-style-type: none"> Doing a great job! Hope the upcoming years are conducive to more burning and you can capitalize on that. Room for improvement but doing great overall. Did not have opportunity to review the management plan ahead of the tour, but the preserve is clearly being maintained in alignment with the District's four areas of responsibility. Great job! Amazed that the District can keep up with all of these lands with so few people. When I started land management years ago, I was told it was best to have 2,000-3,000 acres per employee. Eight land managers and four technicians for 260,000 acres comes out to 21.667 acres per person. With the complexities of doing land management in such a highly urbanized county, I am very impressed with the work. More positions are needed, even just technician positions, and I think this could do so much more. As far as burning, I would look into putting in temporary lines to get some fire on the ground in those problem areas. They may not feel satisfying because they aren't big, but they are so necessary. Very impressed with plan. Staff deserve great financial support to meet the challenges mentioned in the comments above. A well-maintained preserve. It is apparent that staff are dedicated to managing, restoring and protecting the land. Impressed with the knowledge and dedication. The only thing I would change is having a question and answer when returning to the classroom. Overall, management of the preserve appears to be proactive, forward-thinking, and capably done. I encourage more fee-simple and less-than-fee acquisition, and a more aggressive approach to the silviculture program. The property looks great. I learned quite a bit from the District's approach to implementing prescribed fire. Excellent work. 				

REGULATION COMMITTEE

July 23, 2024

Discussion: Consent Item(s) Moved to Discussion

Presenter:

Michelle Hopkins, P.E., Division Director, Regulation Division

REGULATION COMMITTEE

July 23, 2024

Discussion: Action Item: Denials Referred to the Governing Board

District Rule 40D-1.6051, Florida Administrative Code, provides that if District staff intends to deny a permit application, the applicant will be advised of the opportunity to request referral to the Governing Board for final action. Under these circumstances, if an applicant or petitioner requests their application or petition be referred to the Governing Board for final action, that application or petition will appear under this agenda item for consideration. As these items will be presented at the request of an outside party, specific information may not be available until just prior to the Governing Board meeting.

Staff Recommendation:

If any denials are requested to be referred to the Governing Board, these will be presented at the meeting.

Presenter:

Michelle Hopkins, P.E., Division Director, Regulation Division

Governing Board Meeting
July 23, 2024

7. GENERAL COUNSEL'S REPORT

7.1 **Discussion:** Consent Item(s) Moved to Discussion 153

7.2 **Discussion:** Action Item: Affirm Governing Board Committee Actions 154

GENERAL COUNSEL'S REPORT

July 23, 2024

Discussion: Consent Item(s) Moved to Discussion

Presenter:

Chris Tumminia, General Counsel, Office of General Counsel

GENERAL COUNSEL'S REPORT

July 23, 2024

Discussion: Action Item: Affirm Governing Board Committee Actions

The Governing Board has established four committees for conducting District business: the Finance/Outreach & Planning Committee; the Operations, Lands, & Resource Monitoring Committee; the Regulation Committee; and the Resource Management Committee. Each committee is a committee of the whole with all Governing Board members serving as committee members.

The Governing Board, sitting as a committee, considers and takes action on discussion agenda items during each Governing Board meeting. In order to clarify for the record that the Governing Board has taken action, the actions taken by the committees will be presented to the Board for affirmation.

Staff Recommendation:

Affirm the actions taken by the Governing Board Committees.

Presenter:

Christopher A. Tumminia, General Counsel, Office of General Counsel

COMMITTEE/LIAISON REPORTS

July 23, 2024

Discussion: Information Item: Agricultural and Green Industry Advisory Committee

Staff Recommendation:

This item is for the Board's information only, and no action is required.

Presenter:

Dustin Rowland, Board Member

EXECUTIVE DIRECTOR'S REPORT

July 23, 2024

Discussion: Information Item: Executive Director's Report

Staff Recommendation:

This item is for the Board's information only, and no action is required

Presenter:

Brian J. Armstrong, P.G., Executive Director

CHAIR'S REPORT

July 23, 2024

Discussion: Information Item: Chair's Report

Staff Recommendation:

This item is for the Board's information only, and no action is required

Presenter:

Michelle Williamson, Chair

CHAIR'S REPORT

July 23, 2024

Discussion: Information Item: Employee Milestones

Staff Recommendation:

This item is for the Board's information only, and no action is required.

Presenter:

Michelle Williamson, Chair

Years of Service	Seniority Date	Preferred Full Name	Position Title	Office Location	Bureau	Anniversary Year	Next Milestone
20	07/06/2004	Carole Estes	Manager FARMS Program	Sarasota	Water Resources	2024	07/06/2024
20	07/12/2004	Ken Griner	Staff Engineer	Bartow	Water Resources	2024	07/12/2024
25	07/26/1999	Butch DeVary	Senior Heavy Equipment Operator	Brooksville	Operations	2024	07/26/2024