

# Governing Board Meeting

*Agenda  
and  
Meeting Information*

*October 28, 2025*

*9:00 a.m.*

*Brooksville Office*

2379 Broad Street • Brooksville, Florida  
(352) 796-7211 • 1-800-423-1476

Southwest Florida  
Water Management District  
  
WATERMATTERS.ORG • 1-800-423-1476

# MEETING NOTICE



An Equal Opportunity Employer

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

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](mailto: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](http://WaterMatters.org/ADA).

## Final Agenda GOVERNING BOARD MEETING

**OCTOBER 28, 2025**  
**9:00 AM**

**2379 BROAD STREET, BROOKSVILLE, FL 34604**  
**(352) 796-7211**

*All meetings are open to the public*

- › Viewing of the Board meeting will be available through the District's website at [WaterMatters.org](http://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](http://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 & Planning Committee:** Office of Inspector General Performance Measures
- 2.2 **Finance/Outreach & Planning Committee:** Resolution to Request Disbursement of Funds from the Land Acquisition Trust Fund for Land Management
- 2.3 **Resource Management Committee:** FARMS – Bethel Farms, LLLP – Lily Grove – H836 (DeSoto County)
- 2.4 **Resource Management Committee:** FARMS – Noble Ag, LLC – Lasso Citrus – H837 (Manatee County)
- 2.5 **Resource Management Committee:** Minimum Flows and Minimum Water Levels Priority List and Schedule Update
- 2.6 **Resource Management Committee:** Knowledge Management: Springs Coast Steering Committee Governing Board Policy
- 2.7 **Operations, Lands & Resource Monitoring Committee:** Permanent Easement – ROMP TR 5-3 Knights Trail Well Site – SWF Parcel No. 21-020-045 (Sarasota County)
- 2.8 **General Counsel's Report:** Approval of Initiation of Dispute Resolution with Citrus County – Southwest Florida Water Management District v. Citrus County, et al. – Case No. 2025-CA-565 (Citrus County)
- 2.9 **General Counsel's Report:** Approval of Rulemaking to Amend Rules 40D-2.321 and 40D-2.331, Florida Administrative Code, to Promote the Use of Reclaimed Water and Encourage Quantifiable Potable Water Offsets, in Accordance with Section 373.250(9), Florida Statutes
- 2.10 **General Counsel's Report:** Interagency Agreement between South Florida Water Management District and Southwest Florida Water Management District – Designation of Regulatory Responsibility to Southwest Florida Water Management District for Grenelife Residential Development (Polk County)
- 2.11 **General Counsel's Report:** Approval of Settlement Agreement – Westchester Fire Insurance Company v. Southwest Florida Water Management District – Case No. 2025-CA-360 (Citrus County)
- 2.12 **Executive Director's Report:** Approve Fiscal Year 2026 Final Budget Hearing Minutes
- 2.13 **Executive Director's Report:** Approve Governing Board Minutes – September 23, 2025

### **3. FINANCE/OUTREACH & PLANNING COMMITTEE**

- 3.1 **Discussion:** Consent Item(s) Moved to Discussion
- 3.2 **Discussion:** Information Item: Knowledge Management: Annual Review of Governing Board Policy, Investments
- 3.3 **Discussion:** Action Item: Investment Strategy Quarterly Update
- 3.4 **Discussion:** Action Item: Development of Preliminary Budget for Fiscal Year 2027
- 3.5 **Submit & File:** Information Item: Office of Inspector General Quarterly Update – July 1, 2025 to September 30, 2025
- 3.6 **Submit & File:** Information Item: Budget Transfer Report

### **4. OPERATIONS, LANDS & RESOURCE MONITORING COMMITTEE**

- 4.1 **Discussion:** Consent Item(s) Moved to Discussion
- 4.2 **Discussion:** Information Item: Hydrologic Conditions Report
- 4.3 **Discussion:** Action Item: Bull Barn Road Timber Harvest Agreement (Sumter County)

### **5. RESOURCE MANAGEMENT COMMITTEE**

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

### **6. REGULATION COMMITTEE**

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

### **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
- 10.3 **Discussion:** Action Item: 2025 Employee Evaluation and 2026 Performance Goals for the Executive Director and Inspector General

### **ADJOURNMENT**



An Equal Opportunity Employer

# Southwest Florida Water Management District

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7601 U.S. 301 North  
Tampa, Florida 33637-6759  
(813) 985-7481 or  
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**John R. Mitten**

Chair, Hernando, Marion

**Jack Bispham**

Vice Chair, Manatee

**Ashley Bell Barnett**

Secretary, Polk

**John E. Hall**

Treasurer, Polk

**Kelly S. Rice**

Former Chair, Citrus, Lake, Levy, Sumter

**Michelle Williamson**

Former Chair, Hillsborough

**Josh Gamblin**

DeSoto, Hardee, Highlands

**James Holton**

Pinellas

**Dustin Rowland**

Pasco

**Robert Stern**

Hillsborough

**Jim Turner**

Charlotte, Sarasota

**Nancy Watkins**

Hillsborough, Pinellas

**Brian J. Armstrong, P.G.**

Executive Director

## GOVERNING BOARD OFFICERS, COMMITTEES AND LIAISONS

Approved June 2025

**OFFICERS**

Chair	John Mitten
Vice Chair	Jack Bispham
Secretary	Ashley Bell Barnett
Treasurer	John E. Hall

**OPERATIONS, LANDS AND RESOURCE MONITORING COMMITTEE**

Chair Robert Stern
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**RESOURCE MANAGEMENT COMMITTEE**

Chair Dustin Rowland
----------------------

**REGULATION COMMITTEE**

Chair James Holton
--------------------

**FINANCE/OUTREACH AND PLANNING COMMITTEE**

Chair John E. Hall*
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*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	Josh Gamblin
Industrial, Commercial & Institutional Advisory Committee	James Holton
Public Supply Advisory Committee	Robert Stern

**OTHER LIAISONS**

Central Florida Water Initiative	Ashley Bell Barnett
Springs Coast Steering Committee	Kelly Rice
Coastal & Heartland National Estuary Partnership Policy Committee	John E. Hall
Sarasota Bay Estuary Program Policy Board	Jack Bispham
Tampa Bay Estuary Program Policy Board	Nancy Watkins
Tampa Bay Regional Planning Council	Vacant

**Southwest Florida Water Management District Schedule of Meetings  
Fiscal Year 2026**

**Governing Board Meeting**

October 28, 2025 – 9:00 a.m., Brooksville Office  
November 18, 2025 – 9:00 a.m., Tampa Office  
December 16, 2025 – 9:00 a.m., Brooksville Office  
January 27, 2026 – 9:00 a.m., Tampa Office  
February 24, 2026 – 9:00 a.m., Brooksville Office  
March 24, 2026 – 9:00 a.m., Tampa Office  
April 28, 2026 – 9:00 a.m., Brooksville Office  
May 19, 2026 – 9:00 a.m., Tampa Office  
June 23, 2026 – 9:00 a.m., Brooksville Office  
July 28, 2026 – 9:00 a.m., Tampa Office  
August 25, 2026 – 9:00 a.m., Brooksville Office  
September 22, 2026 – 3:00 p.m., Tampa Office

**Governing Board Workshop**

December 16, 2025 – 9:30 a.m., Brooksville Office

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

2026 – September 8 & 22

**Agricultural and Green Industry Advisory Committee – 10 a.m.**

2025 – December 2  
2026 – March 10, June 9, September 8

**Environmental Advisory Committee – 10 a.m.**

2025 – October 14  
2026 – January 13, April 14, July 14

**Industrial, Commercial & Institutional Advisory Committee – 10 a.m.**

2025 – November 4  
2026 – February 10, May 5, August 11

**Public Supply Advisory Committee – 1 p.m.**

2025 – November 4  
2026 – February 10, May 5, August 11

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

2026 – February 18, July 8

**Springs Coast Steering Committee – 2 p.m.**

2026 – March 4, July 22

**Meeting Locations**

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

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

# **Governing Board Meeting**

**October 28, 2025**

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**CONVENE PUBLIC MEETING**

**October 28, 2025**

**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:

Jack Bispham, Vice Chair

**CONVENE PUBLIC MEETING**

**October 28, 2025**

**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:**

Jack Bispham, Vice Chair

**CONVENE PUBLIC MEETING**

**October 28, 2025**

**Employee Recognition**

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

Presenter:

Jack Bispham, Vice Chair

**CONVENE PUBLIC MEETING**

**October 28, 2025**

**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**

**October 28, 2025**

**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:

Jack Bispham, Vice Chair

# Governing Board Meeting

October 28, 2025

## 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.

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**CONSENT AGENDA**

**October 28, 2025**

**Finance/Outreach & Planning Committee: Office of Inspector General Performance Measures**

*Background and Purpose*

In accordance with the OIG Charter Governing Board Policy, the OIG shall have performance measures defined by the Finance/Outreach & Planning Committee and approved by the Governing Board. After Governing Board approval, these will be the performance measures which the OIG will report on at least a semi-annual basis.

*Exhibits*

OIG Performance Measures

Staff Recommendation:

Staff recommends the Board approve the OIG performance measures.

Presenter:

Brian Werthmiller, Inspector General, Office of Inspector General

<b>Office of Inspector General FYE 9/30/2026 Performance Measures</b>	
<b>Performance Measures – Non-Routine</b>	<b>Performance Measures – Non-Routine</b>
Initiate the health, dental, and vision insurance audit.	Commence during FY 2026 and notify the Board by September 2026.
Monitor the District's progress for the Auditor General audit recommendation over risk assessment and security plan and report back to the Board.	Submit to the Board by September 2026.
Monitor the District's progress for the IG's audit recommendation over cybersecurity and report back to the Board.	Submit to the Board by September 2026.
Complete follow-up to the water incentives supporting efficiency (WISE) investigation recommendation.	Submit to the Board by September 2026.
Complete follow-up to prescribed burn communications investigation recommendation.	Submit to the Board by September 2026.
Complete follow-up to the maintenance of fleet investigation recommendation.	Submit to the Board by September 2026.
Complete follow-up to the employee reimbursements audit recommendations.	Submit to the Board by September 2026.
Monitor the Office of Program Policy Analysis and Government Accountability (OPPAGA) and the U.S. Government Accountability Office (GAO) projects and report back to the Board.	Submit to the Board by September 2026.
<b>Performance Measures – Routine</b>	<b>Performance Measures – Routine</b>
Risk assessment and calendar year 2026 audit plan.	Submit to the Board by January 2026.
Inspector General FY 2026 annual report.	Submit to the Board by September 2026.
Updates to the Finance/Outreach & Planning Committee including IG performance measures.	Submit to the Board by the month following each quarter-end.

**CONSENT AGENDA**

**October 28, 2025**

**Finance/Outreach & Planning Committee: Resolution to Request Disbursement of Funds from the Land Acquisition Trust Fund for Land Management**

***Purpose***

Request the approval of Resolution 25-13, *Request to the Florida Department of Environmental Protection (DEP) for Disbursement of Funds from the Land Acquisition Trust Fund (LATF) for Land Management*.

***Background***

During the 2025 legislative session, the Florida Legislature appropriated \$13,737,210 from the LATF to the water management districts for land management on District conservation lands. The Southwest Florida Water Management District's share was \$2,250,000, which was included in the fiscal year 2026 adopted budget for land management activities.

The Governing Board must adopt a resolution to request funds from the LATF. Accordingly, a resolution has been prepared requesting the DEP to reimburse the District for land management expenditures incurred on District conservation lands from the appropriated funds.

***Strategic Plan***

This request lends to Financial Stability within the District's Land Management Core Business Process by leveraging State funds.

***Exhibits***

*Resolution 25-13 - Request to the Florida Department of Environmental Protection for Disbursement of Funds from the Land Acquisition Trust Fund for Land Management*

**Staff Recommendation:**

Approve Resolution 25-13, *Request to the Florida Department of Environmental Protection for Disbursement of Funds from the Land Acquisition Trust Fund for Land Management*.

**Presenters:**

Melisa Lowe, Bureau Chief, Finance Bureau

Ellen Morrison, Bureau Chief, Land Resources Bureau

Jerry Mallams, P.G., Bureau Chief, Operations Bureau

**SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

**RESOLUTION NO. 25-13**

**REQUEST TO THE FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION  
FOR DISBURSEMENT OF FUNDS FROM THE LAND ACQUISITION TRUST FUND  
FOR LAND MANAGEMENT**

**WHEREAS**, pursuant to Chapter 373, Florida Statutes (F.S.), the Governing Board of the Southwest Florida Water Management District (District) has the duty and responsibility to develop plans, projects and programs for regional water supply planning, water resource development, water supply development, land acquisition, surface water improvement and management, and water restoration initiatives within its boundaries; and

**WHEREAS**, through Specific Appropriation 1518 under the General Appropriations Act, Chapter 2025-198, Laws of Florida, for the annual period beginning July 1, 2025 and ending June 30, 2026 (Fiscal Year 2025-26), the Legislature specifically appropriated to the District a total of two million two hundred fifty thousand dollars (\$2,250,000) from the Land Acquisition Trust Fund of the State of Florida for land management purposes on District conservation lands; and

**WHEREAS**, in its Fiscal Year 2025-26, the District has budgeted two million two hundred fifty thousand dollars (\$2,250,000) from the Land Acquisition Trust Fund to be used for land management purposes on District conservation lands; and

**WHEREAS**, Section 373.501(2), F.S., prescribes a process for disbursing funds appropriated by the Legislature to the water management districts upon receipt by the Secretary of the State of Florida's Department of Environmental Protection of a resolution adopted by the Governing Board requesting such funds.

**THEREFORE, BE IT RESOLVED**, that the Governing Board of the Southwest Florida Water Management District hereby requests the Secretary of the Department of Environmental Protection to release from the Land Acquisition Trust Fund of the State of Florida the sum of up to two million two hundred fifty thousand dollars (\$2,250,000) for the activities described in the land management spend plan, attached hereto as Exhibit "A" and incorporated herein by this reference, pursuant to Section 373.501(2), F.S., and Specific Appropriation 1518 in the General Appropriations Act, Chapter 2025-198, Laws of Florida; and

**BE IT FURTHER RESOLVED** that a warrant be issued by the State of Florida's Chief Financial Officer in accordance with Section 17.52, F.S., to the Southwest Florida Water Management District for that amount available, or as may become available, from the Land Acquisition Trust Fund; and

**BE IT FURTHER RESOLVED** that these funds are subject to the requirements of Section 215.97, F.S., the Florida Single Audit Act. The Catalog of State Financial Assistance (CSFA) Number for these activities identified herein is CSFA 37.022 and the CSFA Title for these activities is "Water Management Districts – Land Acquisition and Improvement"; and

**BE IT FURTHER RESOLVED** that these funds are subject to the requirements of Section 216.347, F.S. (Grants and Lobbying Restriction); and

**BE IT FURTHER RESOLVED** that a certified copy of this resolution be transmitted to the Secretary of the Department of Environmental Protection forthwith; and

**BE IT FURTHER RESOLVED** that the Chair of the Governing Board is hereby authorized to affix their signature to this resolution on behalf of the Board and attested by its Secretary.

**APPROVED AND ADOPTED** in Brooksville, Hernando County, Florida on this twenty-eighth day of October 2025.

SOUTHWEST FLORIDA  
WATER MANAGEMENT DISTRICT

By: John R. Mitten, Chair

Attest:

Ashley Bell Barnett, Secretary

## **Exhibit A** **Land Management Spend Plan**

The specific appropriation funding in the amount of two million two hundred fifty thousand dollars (\$2,250,000) will be used for expenditures in support of land management activities within the Southwest Florida Water Management District. These include, but are not limited to, the following:

### **Operational Maintenance and Restoration Activities on District Conservation Lands**

- Repair and maintenance of roads and bridges.
- Roller chopping and hydro-axing as required for restoration, brush, and fuel management purposes.
- Prescribed burning.
- Control of feral hogs.
- Security, law enforcement, and maintenance services for public use facilities.
- Road, pasture, and restoration mowing.
- Recreational mowing such as public parking areas, campgrounds, and trails for public use facilities.
- Removal and construction of fencing.
- Replacement of culverts.
- Treatment of cogon grass, Old World climbing fern, Brazilian pepper, tropical soda apple, and other invasive plant species.
- Rearing, release, and monitoring of bio-control agents for Old World climbing fern.
- Land use and management planning.

## CERTIFICATE AS TO RESOLUTION NO. 25-13

STATE OF FLORIDA  
COUNTY OF HERNANDO

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-eighth day of October 2025, at a duly called and properly held hearing of the Governing Board of the Southwest Florida Water Management District, at the Brooksville Office, 2379 Broad Street, Brooksville, Hernando County, Florida, at which hearing a majority of the members of the Governing Board were present in person or via communications media technology, the resolution, which is attached hereto and which this certificate is a part thereof, was adopted and incorporated in the minutes of that hearing.

Dated at Brooksville, Florida, this twenty-eighth day of October 2025.

SOUTHWEST FLORIDA  
WATER MANAGEMENT DISTRICT

By:

John R. Mitten, Chair

Attest:

Ashley Bell Barnett, Secretary

## ACKNOWLEDGMENT

STATE OF FLORIDA  
COUNTY OF HERNANDO

The foregoing instrument was acknowledged before me this twenty-eighth day of October 2025, by John R. Mitten and Ashley Bell Barnett, 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-eighth day of October 2025.

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Notary Public  
State of Florida at Large  
My Commission Expires:

**CONSENT AGENDA****October 28, 2025****Resource Management Committee: FARMS – Bethel Farms, LLLP – Lily Grove – H836 (DeSoto County)*****Purpose***

To request approval for a Facilitating Agricultural Resource Management Systems (FARMS) project with Bethel Farms, LLLP – Lily Grove and approval to reimburse FARMS eligible costs up to a not-to-exceed limit of \$274,067 (73% percent of total project costs). The District funding is requested from the Governing Board FARMS Fund. Total project costs are estimated at \$373,977.

***Project Proposal***

The District received a project proposal from Bethel Farms, LLLP for their property totaling 80 acres located 11 miles northwest of Arcadia in northwestern Desoto County, within the Horse Creek priority area, and within the Southern Water Use Caution Area. The proposal is for an alternative water supply project that will involve the excavation of a 1.5-acre reservoir to collect tailwater and surface water from the property and surrounding watershed to offset Upper Floridan aquifer groundwater used for supplemental irrigation of 74 acres of sod. The Water Use Permit (WUP) authorizes an annual average groundwater withdrawal of 173,100 gallons per day (gpd). FARMS project components consist of one linear overhead irrigation system with an automated surface water pump and includes water control structures. This linear overhead irrigation system will convert the site from seepage irrigation and reduce surface water runoff.

***Benefits/Costs***

The proposed project involves water quantity and water quality best management practices for supplemental irrigation, reduction in mineralized groundwater impacts to Horse Creek, and therefore, qualifies for a 75 percent cost-share reimbursement rate under the FARMS Program. The project is expected to reduce groundwater use by approximately 35 percent, or 60,000 gpd for supplemental irrigation. Based on the estimated groundwater offset and a proposed five-year contract term, the cost per thousand gallons of water saved is \$3.72. This value is within the guidelines for the generally accepted average cost savings per thousand gallons for the implementation of alternative supplies and improved irrigation techniques BMPs for sod operations. Reimbursement will be from the Governing Board FARMS Fund. Upon approval of the projects presented at this meeting, the Governing Board will have \$3,628,782 remaining in its FARMS Program budget.

***Strategic Plan***

This project supports the District's Strategic Plan Water Supply Alternative Water Supplies Strategic Initiative and the Southern Planning Region – SWUCA Recovery Regional Priorities and Objectives.

***Exhibits***

Location Map

**Staff Recommendation:**

1. Approve the Bethel Farms, LLLP – Lily Grove project for a not-to-exceed project reimbursement of \$274,067 provided by the Governing Board;

2. Authorize the transfer of \$274,067 from fund 010 H017 Governing Board FARMS Fund to the H836 Bethel Farms, LLLP – Lily Grove project fund;
3. Authorize the Assistant Executive Director to sign the agreement.

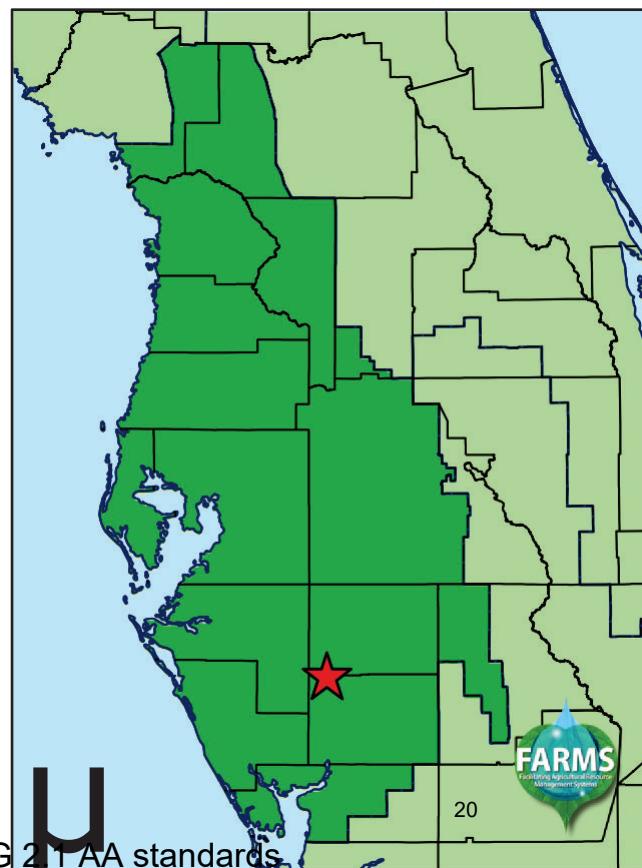
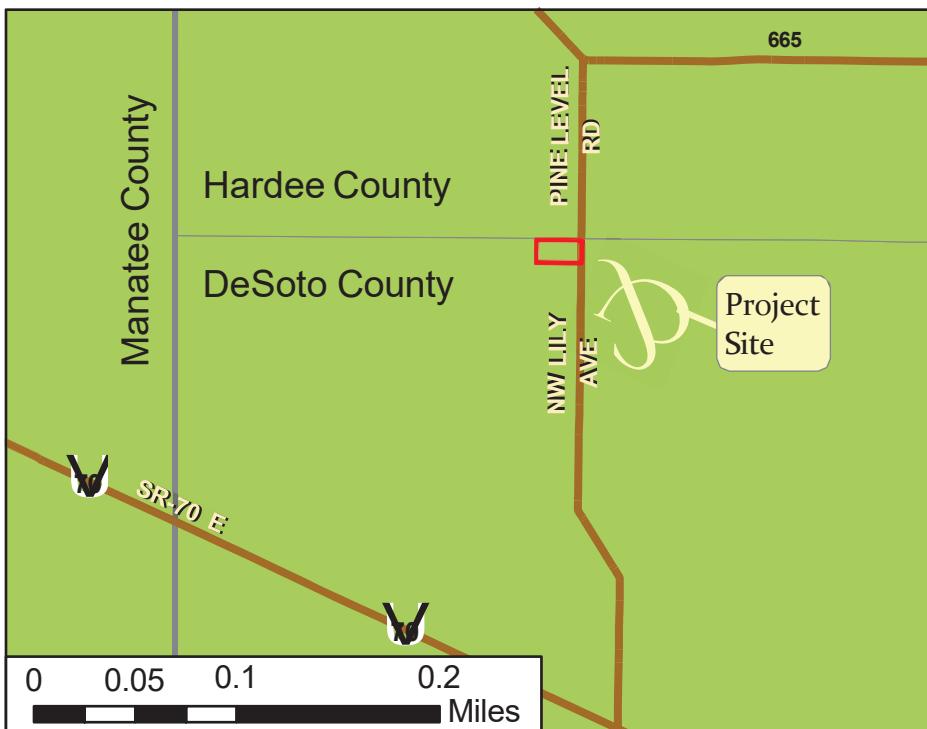
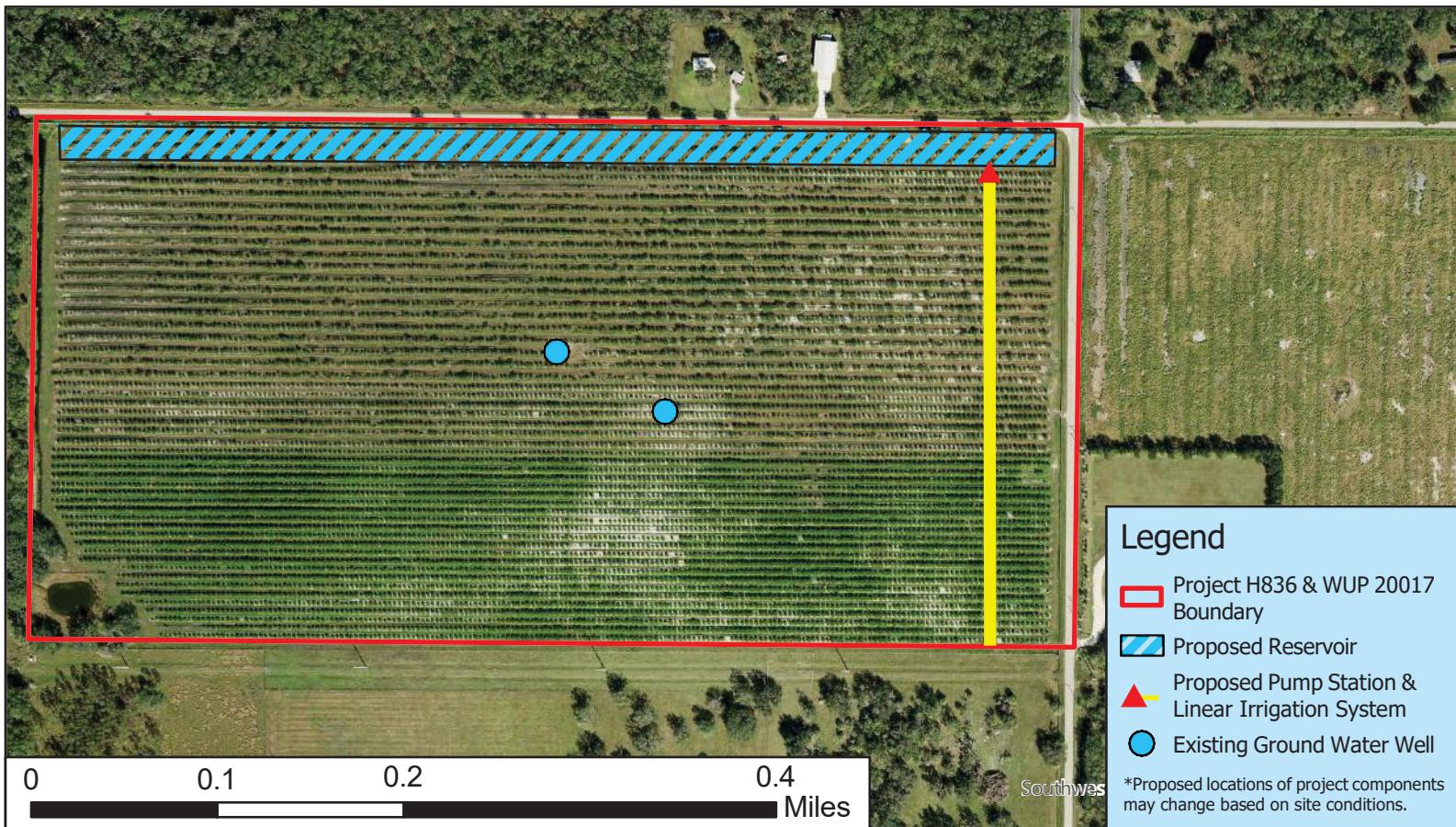
Presenter:

Carole Estes, P.G., FARMS Program Manager, Water Resources Bureau

# Location Map

## Bethel Farms, LLLP - Lily Grove

### FARMS Project H836



**CONSENT AGENDA****October 28, 2025****Resource Management Committee: FARMS – Noble Ag, LLC – Lasso Citrus – H837 (Manatee County)*****Purpose***

To request approval for a Facilitating Agricultural Resource Management Systems (FARMS) project with Noble Ag, LLC – Lasso Citrus and approval to reimburse FARMS eligible costs up to a not-to-exceed limit of \$97,151 (74 percent of total project costs). The District funding is requested from the Governing Board FARMS Fund. Total project costs are estimated at \$131,951.

***Project Proposal***

The District received a project proposal from Noble Ag, LLC for their 431-acre property located seven miles west of Duette in northern Manatee County, within the Southern Water Use Caution Area (SWUCA). The proposal is for a precision irrigation project and will involve zone automation, fertigation, weather station and soil moisture monitoring system to offset Upper Floridan aquifer groundwater used for the irrigation of 360 acres of citrus. This portion of the property is permitted to use 401,600 gallons per day (gpd) for supplemental irrigation. FARMS project components consist of zone automation, fertigation, weather station and soil moisture monitoring system.

***Benefits/Costs***

The proposed project involves water quantity and water quality best management practices for supplemental irrigation and qualifies for 75 percent cost-share reimbursement under the FARMS Program. The project is expected to reduce groundwater use by approximately 10 percent, or 40,000 gpd for supplemental irrigation, and expected to reduce nitrogen applications by 785 pounds per year. The conservation components are integrated with the nutrient reduction components to maximize nutrient reduction. Based on the estimated groundwater offset, a reduction of nitrogen application, and a proposed five-year contract term, the cost per thousand gallons of water saved is \$1.97, and the cost per pound of nitrogen reduced per year is \$1.72 (based on the fertigation components). This value is within the guidelines for the generally accepted average cost savings per thousand gallons for the implementation of improved irrigation techniques, and nutrient reduction BMPs for citrus operations. Reimbursement will be from the Governing Board FARMS Fund. Upon approval of the projects presented at this meeting, the Governing Board will have \$3,628,782 remaining in its FARMS Program budget.

***Strategic Plan***

This project supports the District's Strategic Plan Water Supply Conservation Strategic Initiative and the Southern Planning Region – SWUCA Recovery Regional Priorities and Objectives.

***Exhibits***

Location Map

**Staff Recommendation:**

1. Approve the Noble Ag, LLC – Lasso Citrus project for a not-to-exceed project reimbursement of \$97,151 provided by the Governing Board;

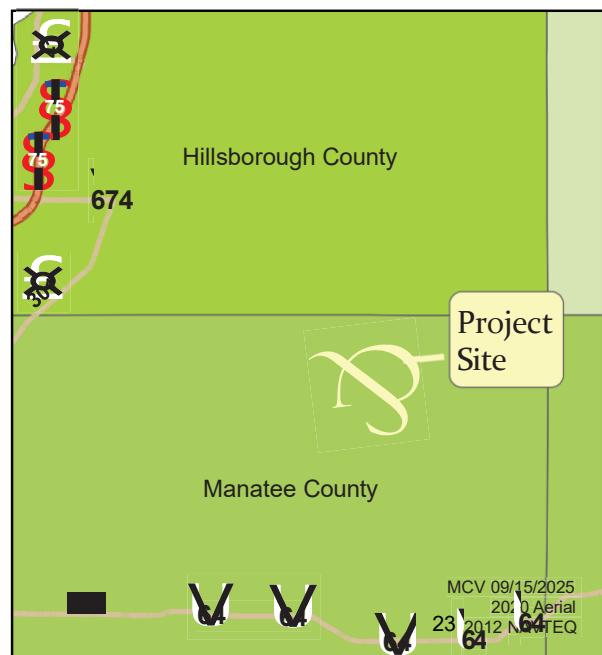
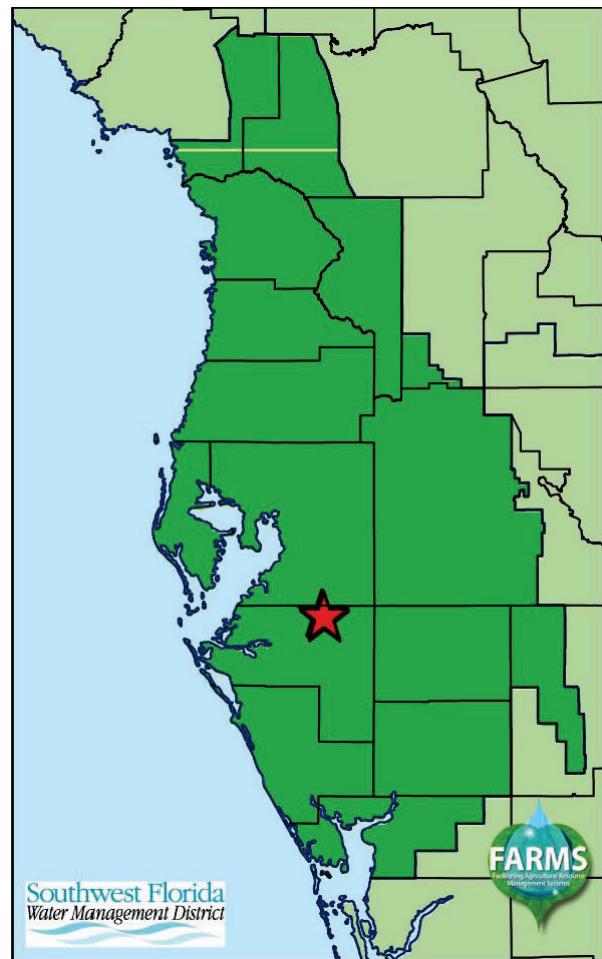
2. Authorize the transfer of \$97,151 from fund 010 H017 Governing Board FARMS Fund to the H837 Noble Ag, LLC – Lasso Citrus project fund;
3. Authorize the Division Director to sign the agreement.

Presenter:

Carole Estes, P.G., FARMS Program Manager, Water Resources Bureau

# Location Map

## Noble Ag, LLC - Lasso Citrus FARMS Project H837



**CONSENT AGENDA****October 28, 2025****Resource Management Committee: Minimum Flows and Minimum Water Levels Priority List and Schedule Update*****Purpose***

To request approval of the District's 2025 priority list and schedule for the establishment of minimum flows, minimum water levels and reservations prior to submission to the Florida Department of Environmental Protection (DEP).

***Background/History***

Pursuant to Sections 373.036(7) and 373.042(3), Florida Statutes, the District is required to annually update and submit its priority list to the DEP by November 15th, for approval, and include the approved priority list in the District's Consolidated Annual Report by March 1st. According to the most recent status assessment, of the 207 total established MFLs, 197 (95 percent) are met and 10 (5 percent) are not met based on hydrologic data collected through 2024.

Staff presented the draft 2025 priority list to the Public Supply Advisory Committee on August 12, 2025, and to the Environmental Advisory Committee on October 14, 2025.

Staff presented the draft priority list to the Governing Board as a Submit & File Report item at the August 26, 2025, Board meeting. The draft priority list was posted to the District website and staff informed the DEP and other water management districts of its availability.

A public meeting for soliciting comment on the draft priority list was held on August 28, 2025, via the internet using Microsoft Teams. A total of 13 individuals, including several District staff members, participated in the meeting. No specific comments or recommendations concerning changes to the draft priority list were provided during the public meeting.

On September 11, 2025, District staff met with DEP, South Florida Water Management District (SFWMD) and St. Johns River Water Management District (SJRWMD) staff to discuss each district's draft priority list, with an emphasis on prioritized water bodies in the Central Florida Water Initiative (CFWI) area. No changes to the District's draft priority list or those of the SFWMD and SJRWMD were identified during the meeting.

On September 18, 2025, District staff and staff from the SFWMD and SJRWMD facilitated a public meeting to solicit input on each district's draft priority list generally, and to specifically solicit input on prioritization of water bodies in the CFWI area. The meeting was held virtually on the internet using Microsoft Teams. No additions, deletions or schedule changes were identified for water bodies on the District's priority list or those of the other two districts.

No changes have been made to the water bodies or schedule included in the draft 2025 priority list presented to the Board in August 2025.

***Follow-Up Activities***

In accordance with the annual requirement in the Florida Statutes, the District's 2025 priority list

approved by the Governing Board will be submitted to DEP by November 15, 2025. At the request of DEP, the priority list information will also be submitted to DEP in spreadsheet format to facilitate tracking of minimum flows, minimum levels, and reservation establishment.

Following DEP approval, the 2025 priority list will be incorporated into the District's 2026 Consolidated Annual Report that will be presented to the Board for consideration and approval in January and February 2026, respectively.

#### *Benefits*

The 2025 priority list includes water bodies for which the District anticipates establishment, i.e., adoption of minimum flows or minimum water levels and reservations by 2028. Once adopted, minimum flows and levels and reservations are used to support regional water supply planning and District regulatory programs.

#### *Strategic Plan*

This review directly supports the District's core mission of Natural Systems, as outlined in the Strategic Plan. Specifically, it aligns with the Strategic Initiatives focused on the Minimum Flows and Minimum Water Levels Establishment and Monitoring.

#### *Exhibits*

2025 Minimum Flows and Levels Priority List and Schedule

#### Staff Recommendation:

Approve the District's Minimum Flows and Minimum Water Levels 2025 Priority List and Schedule for submission to DEP for review and approval as required by Chapter 373, F.S.

#### Presenter:

Gabe Herrick, Chief Environmental Scientist, Natural Systems and Restoration Bureau

# **2025 Southwest Florida Water Management District Priority List and Schedule for the Establishment of Minimum Flows, Minimum Water Levels and Reservations**

## **Overview**

Pursuant to Sections 373.036(7) and 373.042(3), Florida Statutes (F.S.), the Southwest Florida Water Management District is required to annually update its priority list and schedule for the establishment of minimum flows and minimum water levels, submit the updated list and schedule to the Florida Department of Environmental Protection (DEP) by November 15th for approval, and include the approved list and schedule in the District's Consolidated Annual Report by March 1<sup>st</sup>. Minimum flows and minimum water levels are rules adopted by the state water management districts or DEP that define the limit at which further withdrawals would be significantly harmful to the water resources or ecology of the area. In addition to prioritized minimum flows and minimum water levels, the priority list and schedule must include reservations proposed for establishment. Reservations are rules that reserve water from use by permit applications, as necessary for the protection of fish and wildlife or public health and safety.

The District prepared this 2025 priority list and schedule to address all relevant statutory directives, and guidance concerning minimum flow, minimum water level and water reservation prioritization included in Rules 62-40.473, and 62-40.474 within the State Water Resource Implementation Rule, Chapter 62-40, Florida Administrative Code (F.A.C.) and in Rule 62-41.304 within the Regulation of the Consumptive Use of Water Rule (Chapter 62-41, F.A.C.) of the DEP that address the Central Florida Water Initiative Area defined in Section 373.0465(2)(a), F.S.

## **Established Minimum Flows, Minimum Water Levels and Reservations**

As of October 2025, District rules include minimum flows or minimum water levels for 207 water bodies (Chapter 40D-8, F.A.C.) and reservations for 2 water bodies (Chapter 40D-2, F.A.C.). As listed below, minimum flows or water levels are established for 126 lakes, 34 wetlands, 28 freshwater and estuarine river segments, 10 springs or spring groups (including all first magnitude springs and all second magnitude springs within the District that occur within state or federal lands purchased for conservation purposes), 7 Upper Floridan aquifer (UFA) sites in the northern Tampa Bay area, an UFA site in the Dover/Plant City area, and the UFA in the Most Impacted Area of the Southern Water Use Caution Area. In addition, 130 minimum flow or level reevaluations have been completed to confirm or support the revision or repeal of established minimum flows or minimum water levels. As also listed below, reservations have been established for Lake Hancock/Lower Saddle Creek and Morris Bridge Sink to support minimum flow recovery in 2 rivers.

## Water Bodies with Adopted and Effective Minimum Flow and Minimum Water Level Rules, Including Those That Have Been Reevaluated

Waterbody Name or Compliance Point	County	Waterbody Type	Year	MFL Type
Alafia River (lower segment)	Hillsborough	River, Estuary	2010	Initial
Alafia River (upper segment)	Hillsborough, Polk	River	2008	Initial
Alice	Hillsborough	Lake	2018	Initial
Allen	Hillsborough	Lake	2021	Initial
Anclote River (lower segment)	Pasco	River, Estuary	2010	Initial
Anclote River (upper segment)	Pasco	River	2010	Initial
Angelo	Highlands	Lake	2008	Reeval
Annie	Polk	Lake	2007	Initial
Anoka	Highlands	Lake	2009	Reeval
Aurora	Polk	Lake	2018	Reeval
Barbara	Hillsborough	Lake	2021	Initial
Bell	Pasco	Lake	2004	Initial
Big Fish	Pasco	Lake	2017	Initial
Big Gant	Sumter	Lake	2007	Initial
Bird	Hillsborough	Lake	2021	Initial
Bird	Pasco	Lake	2004	Initial
Black	Sumter	Lake	2007	Initial
Blind Spring	Citrus, Hernando	Spring-2	2020	Reeval
Bonable	Marion	Lake	2013	Initial
Bonnie	Polk	Lake	2007	Reeval
Braden River (upper segment)	Manatee	River	2008	Initial
Brant	Hillsborough	Lake	2021	Initial
Buddy	Pasco	Lake	2017	Initial
Calm Lake (Hillsborough)	Hillsborough	Lake	2020	Initial
Camp	Pasco	Lake	2015	Initial
Carroll	Hillsborough	Lake	2012	Initial
Charles	Hillsborough	Lake	2020	Initial
Charlie Creek	Hardee, Polk	River	2024	Initial
Chassahowitzka River	Citrus, Hernando	River-Estuary	2020	Reeval
Chassahowitzka Spring Group (OFS)	Citrus, Hernando	Spring-1	2020	Reeval
Church Lake	Hillsborough	Lake	2020	Initial
Clear	Pasco	Lake	2021	Initial
Clinch	Polk	Lake	2017	Initial
Cone Ranch 1 (CR1)	Hillsborough	Wetland	2020	Initial
Cone Ranch 2 (CR2)	Hillsborough	Wetland	2020	Initial
Cone Ranch 3 (CR3)	Hillsborough	Wetland	2020	Initial
Cone Ranch 4 (CR4)	Hillsborough	Wetland	2020	Initial
Cone Ranch 5 (CR5)	Hillsborough	Wetland	2020	Initial
Cone Ranch 6 (CR6)	Hillsborough	Wetland	2020	Initial
Crenshaw	Hillsborough	Lake	2003	Initial
Crescent	Hillsborough	Lake	2005	Initial
Crews	Pasco	Lake	2016	Initial

Waterbody Name or Compliance Point	County	Waterbody Type	Year	MFL Type
Crooked	Polk	Lake	2017	Reeval
Cross Bar Q-1 (CBARWF Q-1)	Pasco	Wetland	2020	Initial
Cross Bar T-3 (CBARWF T-3)	Pasco	Wetland	2020	Initial
Crystal	Hillsborough	Lake	2021	Initial
Crystal	Polk	Lake	2011	Initial
Crystal River	Citrus	River-Estuary	2018	Reeval
Crystal Springs	Pasco	Spring-2	2008	Initial
Cypress	Hillsborough	Lake	2021	Initial
Cypress Bridge 16 (CBRWF #16)	Pasco	Wetland	2020	Initial
Cypress Bridge 25 (CBRWF #25)	Pasco	Wetland	2020	Initial
Cypress Bridge 32 (CBRWF #32)	Hillsborough	Wetland	2020	Initial
Cypress Bridge 4 (CBRWF #4)	Pasco	Wetland	2020	Initial
Cypress Creek W-11 (CC W-11)	Pasco	Wetland	2020	Initial
Cypress Creek W-12 (CC W-12)	Pasco	Wetland	2020	Initial
Cypress Creek W-17 (CC W-17)	Pasco	Wetland	2020	Initial
Cypress Creek W-56 (G) (CC Site G)	Pasco	Wetland	2020	Initial
Damon	Highlands	Lake	2018	Initial
Dan	Hillsborough	Lake	2017	Initial
Deaton	Sumter	Lake	2007	Initial
Deer	Hillsborough	Lake	2018	Initial
Denton	Highlands	Lake	2008	Reeval
Dinner	Polk	Lake	2007	Initial
Dona Bay/Shakett Creek System	Sarasota	River-Estuary	2010	Initial
Dosson	Hillsborough	Lake	2021	Initial
DV-1 Suwannee	Hillsborough	Aquifer	2022	Reeval
Eagle Lake	Polk	Lake	2017	Reeval
Easy	Polk	Lake	2018	Reeval
Echo Lake	Hillsborough	Lake	2020	Initial
Eldridge Wilde 11 (NW-44) (EWWF NW-44)	Hillsborough	Wetland	2020	Initial
Eldridge Wilde 5	Pinellas	Wetland	2020	Initial
Ellen	Hillsborough	Lake	2021	Initial
Eva	Polk	Lake	2018	Reeval
Fairy (Maurine)	Hillsborough	Lake	2021	Initial
Fort Cooper	Citrus	Lake	2007	Initial
Garden	Hillsborough	Lake	2004	Initial
Green	Pasco	Lake	2004	Initial
Gum Springs	Sumter, Marion	Spring-2	2016	Reeval
Halfmoon	Hillsborough	Lake	2021	Initial
Hancock	Pasco	Lake	2021	Initial
Hancock	Polk	Lake	2016	Initial
Hancock, Lake/Lower Saddle Creek (Reeval, first)	Polk	Lake, River	2020	Reservation
Hanna	Hillsborough	Lake	2021	Reeval
Harvey	Hillsborough	Lake	2021	Initial
Helen	Hillsborough	Lake	2021	Initial
Hillsborough River (lower segment)	Hillsborough	River-Estuary	2007	Recovery Strategy Reeval
Hillsborough River (upper segment)	Hillsborough, Polk	River	2008	Initial
Hobbs	Hillsborough	Lake	2021	Initial

Waterbody Name or Compliance Point	County	Waterbody Type	Year	MFL Type
Homosassa River	Citrus	River-Estuary	2020	Reeval
Homosassa Spring Group (OFS)	Citrus	Spring-1	2020	Reeval
Hooker	Hillsborough	Lake	2012	Initial
Horse	Hillsborough	Lake	2017	Initial
Horse Creek	Hardee, DeSoto	River	2024	Initial
Hunters	Hernando	Lake	2021	Initial
Iola	Pasco	Lake	2008	Initial
Jackson	Hillsborough	Lake	2021	Initial
Jackson	Highlands	Lake	2017	Reeval
Jessamine	Pasco	Lake	2008	Initial
Juanita	Hillsborough	Lake	2021	Initial
June-In-Winter	Highlands	Lake	2006	Initial
Keene	Hillsborough	Lake	2014	Initial
Kell	Hillsborough	Lake	2014	Initial
King	Pasco	Lake	2008	Initial
King (East)	Pasco	Lake	2008	Initial
Kings Bay Spring Group (OFS)	Citrus	Spring-1	2018	Reeval
Lee	Polk	Lake	2007	Initial
Letta	Highlands	Lake	2017	Reeval
Linda	Pasco	Lake	2008	Initial
Lindsey	Hernando	Lake	2021	Initial
Lithia/Buckhorn Spring Group	Hillsborough	Spring-2	2010	Initial
Little Bonable	Marion	Lake	2013	Initial
Little Jackson	Highlands	Lake	2017	Reeval
Little Manatee River (lower segment)	Hillsborough	River-Estuary	2024	Initial
Little Manatee River (upper segment)	Hillsborough, Manatee	River	2024	Initial
Little Moon	Hillsborough	Lake	2017	Initial
Lotela	Highlands	Lake	2017	Reeval
Lowery	Polk	Lake	2018	Initial
Mabel	Polk	Lake	2007	Initial
Marion	Levy	Lake	2020	Initial
McLeod	Polk	Lake	2017	Reeval
Merrywater	Hillsborough	Lake	2021	Initial
Middle	Pasco	Lake	2005	Initial
Miona	Sumter	Lake	2007	Initial
Moon	Pasco	Lake	2017	Initial
Morris Bridge Clay Gully Cypress (MBR-88)(MBWF Clay Gully Cypress)	Hillsborough	Wetland	2020	Initial
Morris Bridge Entry Dome (MBR-35) (MBWF Entry Dome)	Hillsborough	Wetland	2020	Initial
Morris Bridge Sink	Hillsborough	Sink	2007	Reservation
Morris Bridge Unnamed (MBR-16) (MBWF Unnamed)	Hillsborough	Wetland	2020	Initial
Morris Bridge X-4 (MBR-89) MBWF X-4)	Hillsborough	Wetland	2020	Initial
Mound	Hillsborough	Lake	2004	Initial
Mountain	Hernando	Lake	2021	Initial
Myakka River (lower segment)	Sarasota	River-Estuary	2012	Initial
Myakka River (upper segment)	Sarasota	River	2006	Initial
Neff	Hernando	Lake	2021	Initial
North Lake Wales	Polk	Lake	2011	Reeval
North Pasco 21 (NPWF #21)	Pasco	Wetland	2020	Initial

Waterbody Name or Compliance Point	County	Waterbody Type	Year	MFL Type
North Pasco 3 (NPWF #3)	Pasco	Wetland	2020	Initial
Okahumpka	Sumter	Lake	2007	Initial
Padgett	Pasco	Lake	2015	Initial
Panasoffkee	Sumter	Lake	2007	Initial
Parker	Polk	Lake	2021	Initial
Parker (Ann)	Pasco	Lake	2004	Initial
Pasadena	Pasco	Lake	2017	Initial
Peace River (lower segment)	De Soto, Charlotte	River-Estuary	2021	Reeval
Peace River (middle segment)	DeSoto, Hardee	River	2006	Initial
Peace, Upper above Bartow	Polk	River	2006	Reeval
Peace, Upper above Ft. Meade	Polk	River	2006	Reeval
Peace, Upper above Zolfo	Hardee, Polk	River	2006	Reeval
Pierce	Pasco	Lake	2019	Reeval
Pithlachascotee River (lower segment)	Pasco	River-Estuary	2018	Initial
Pithlachascotee River (upper segment)	Pasco	River	2018	Initial
Placid	Highlands	Lake	2008	Initial
Platt	Hillsborough	Lake	2004	Initial
Pretty	Hillsborough	Lake	2005	Initial
Rainbow	Hillsborough	Lake	2017	Initial
Rainbow River	Marion	River	2020	Reeval
Rainbow Spring Group (OFS)	Marion	Spring-1	2020	Reeval
Raleigh	Hillsborough	Lake	2013	Initial
Reinheimer	Hillsborough	Lake	2004	Initial
RMP-13D	Hillsborough	Aquifer	2000	Initial
RMP-16D (Sheldon Road Deep)	Hillsborough	Aquifer	2000	Initial
RMP-8D1	Hillsborough	Aquifer	2000	Initial
Rogers	Hillsborough	Lake	2013	Initial
Round	Hillsborough	Lake	2018	Initial
Saddleback	Hillsborough	Lake	2021	Initial
Sapphire	Hillsborough	Lake	2021	Initial
Shell Creek (lower segment)	Charlotte	River-Estuary	2022	Initial
South Pasco 2 (NW-49) (SPWF NW-49)	Pasco	Wetland	2020	Initial
South Pasco 6 (NW-50) (SPWF NW-50)	Pasco	Wetland	2020	Initial
South Pasco South Cypress (SPWF South Cypress)	Pasco	Wetland	2020	Initial
Spring	Hernando	Lake	2005	Initial
Starkey Central (STWF Central Recorder)	Pasco	Wetland	2020	Initial
Starkey Eastern (S73) (STWF Eastern Recorder)	Pasco	Wetland	2020	Initial
Starkey M (S-69) (STWF M)	Pasco	Wetland	2020	Initial
Starkey N (STWF N)	Pasco	Wetland	2020	Initial
Starkey S-75 (STWF S-75)	Pasco	Wetland	2020	Initial
Starkey S-99	Pasco	Wetland	2020	Initial
Starkey Z (STWF Z)	Pasco	Wetland	2020	Initial
Starr	Polk	Lake	2017	Reeval
Starvation	Hillsborough	Lake	2015	Initial
Stemper	Hillsborough	Lake	2014	Initial
Strawberry (North Crystal)	Hillsborough	Lake	2021	Initial
Sulphur Springs	Hillsborough	Spring-2	2007	Reeval
Sunset	Hillsborough	Lake	2021	Initial
Sunshine	Hillsborough	Lake	2021	Initial

Waterbody Name or Compliance Point	County	Waterbody Type	Year	MFL Type
SWF 201-M	Pinellas	Aquifer	2000	Initial
SWF EW 2S Deep	Pinellas	Aquifer	2000	Initial
SWI-18S	Pinellas	Aquifer	2000	Initial
SWUCA SWIMAL	Hillsborough, Manatee, Sarasota	Aquifer	2007	Reeval
Tampa Bypass Canal	Hillsborough	River-Estuary	2007	Initial
Tarpon Rd. Deep	Pinellas	Aquifer	2000	Initial
Taylor	Hillsborough	Lake	2021	Initial
Tiger	Marion	Lake	2013	Initial
Tooke	Hernando	Lake	2013	Initial
Tsala Apopka (Floral City Pool)	Citrus	Lake	2007	Initial
Tsala Apopka (Hernando Pool)	Citrus	Lake	2007	Initial
Tsala Apopka (Inverness Pool)	Citrus	Lake	2007	Initial
Tulane	Highlands	Lake	2024	Reeval
Unnamed No. 22	Pasco	Lake	2008	Initial
Venus	Polk	Lake	2007	Initial
Verona	Highlands	Lake	2024	Reeval
Virginia	Hillsborough	Lake	2021	Initial
Wailes, Lake	Polk	Lake	2017	Reeval
Weeki Wachee River	Hernando	River-Estuary	20	Reeval
Weeki Wachee Spring Group (OFS)	Hernando	Spring-1	2009	Reeval
Weekiwachee Prairie (Theresa)	Hernando	Lake	2005	Initial
Whitehurst	Hernando	Lake	2013	Initial
Wimauma	Hillsborough	Lake	2021	Initial

## Prioritized Water Bodies for Establishment or Reevaluation of Minimum Flows and Minimum Water Levels

Minimum flows and minimum water levels proposed for establishment or reevaluation through 2028 are listed by water body name in tabular form below. The single reservation prioritized for reevaluation during this period is also listed below.

System name is provided for each water body to distinguish waterbodies that may be part of a larger system. Water body type, i.e., lake, river, river-estuary, spring, or aquifer is identified along with water body location information. Spring magnitude based on flow rate is provided for prioritized spring systems.

District intent regarding completion of voluntary, independent, scientific peer review is also identified for each water body. Voluntary scientific peer review is proposed for minimum flows development or reevaluation for all prioritized river segments and the single prioritized minimum aquifer level reevaluation based on the expected level of complexity of these minimum flows and levels, and the anticipated degree of public concern regarding their development. None of the prioritized lake minimum levels are expected to be subjected to voluntary scientific peer review, based on anticipated use of previously peer-reviewed criteria for their development.

Prioritized water bodies that may be affected by withdrawals occurring in other water management districts due to cross-boundary impacts are identified to support coordination of regulatory

activities among the districts and DEP. This includes those specifically associated with withdrawals from within the Central Florida Water Initiative area. Development of minimum flow or water levels by the DEP for any of these water bodies is not, however, currently considered necessary or appropriate.

The status of rulemaking for each prioritized water body is also listed.

## Minimum Flows and Minimum Water Levels to be Adopted in 2025.

New or Re-Evaluation	Waterbody Name or Compliance Point	System Name <sup>a</sup>	Waterbody Type	County(s)	Voluntary Peer Review to be Completed?	Cross-Boundary Impacts from Adjacent Water Management District?	Latitude	Longitude	Rulemaking Status <sup>b</sup>
Reevaluation (first)	Bonnie, Lake	Bonnie, Lake	Lake	Polk	No	Yes <sup>c</sup>	27.9118	-81.5573	N/A
Reevaluation (first)	North Lake Wales	North Lake Wales	Lake	Polk	No	Yes <sup>c</sup>	27.9096	-81.5805	N/A
Reevaluation (second)	Wailes, Lake	Wailes, Lake	Lake	Polk	No	Yes <sup>c</sup>	27.9015	-81.5726	N/A
Reevaluation (first)	Peace River (upper segment, U.S. Geological Survey Zolfo Springs gage to U.S. Geological Survey Ft. Meade gage)	Peace River (upper segment, U.S. Geological Survey Zolfo Springs gage to U.S. Geological Survey Ft. Meade gage)	River	Hardee, Polk	Yes	Yes <sup>c</sup>	27.5042	-81.8011	N/A
Reevaluation (first)	Peace River (upper segment, U.S. Geological Survey Ft. Meade gage to U.S. Geological Survey Bartow gage)	Peace River (upper segment, U.S. Geological Survey Ft. Meade gage to U.S. Geological Survey Bartow gage)	River	Polk	Yes	Yes <sup>c</sup>	27.7511	-81.7822	N/A
Reevaluation (first)	Peace River (upper segment, upstream of U.S. Geological Survey Bartow gage)	Peace River (upper segment, upstream of U.S. Geological Survey Bartow gage)	River	Polk	Yes	Yes <sup>c</sup>	27.9019	-81.8175	N/A

## Minimum Flows and Minimum Water Levels to be Adopted in 2026.

New or Re-Evaluation	Waterbody Name or Compliance Point	System Name <sup>a</sup>	Waterbody Type	County(s)	Voluntary Peer Review to be Completed?	Cross-Boundary Impacts from Adjacent Water Management District?	Latitude	Longitude	Rulemaking Status <sup>b</sup>
Reevaluation (first)	Aurora, Lake	Aurora, Lake	Lake	Polk	No	Yes <sup>c</sup>	27.8791	-81.4655	N/A
Reevaluation (second)	Eagle Lake	Eagle Lake	Lake	Polk	No	Yes <sup>c</sup>	27.9867	-81.7665	N/A
Reevaluation (first)	Eva, Lake	Eva, Lake	Lake	Polk	No	Yes <sup>c</sup>	28.0952	-81.6281	N/A
Reevaluation (second)	McLeod, Lake	McLeod, Lake	Lake	Polk	No	Yes <sup>c</sup>	27.9675	-81.7529	N/A
Reevaluation (first)	Gum Slough Spring Run/Group	Gum Slough Spring Run/Group	Spring-2	Sumter, Marion	Yes	Yes	28.9511	-82.2500	N/A
New	Withlacoochee River (lower segment)	Withlacoochee River (lower segment)	River-Estuary	Citrus, Levy	Yes	Yes	29.0208	-82.6381	N/A
New	Withlacoochee River (upper segment, U.S. Geological Survey Holder gage to U.S. Geological Survey Wysong gage)	Withlacoochee River (upper segment, U.S. Geological Survey Holder gage to U.S. Geological Survey Wysong gage)	River	Citrus, Marion, Sumter	Yes	Yes	28.9886	-82.3497	N/A
New	Withlacoochee River (upper segment, U.S. Geological Survey Wysong gage to U.S. Geological Survey Croom gage)	Withlacoochee River (upper segment, U.S. Geological Survey Wysong gage to U.S. Geological Survey Croom gage)	River	Citrus, Sumter, Hernando	Yes	No	28.8231	-82.1833	N/A
New	Withlacoochee River (upper segment, upstream of U.S. Geological Survey Croom gage)	Withlacoochee River (upper segment, upstream of U.S. Geological Survey Croom gage)	River	Hernando, Sumter, Pasco, Lake, Polk	Yes	Yes <sup>c</sup>	28.5925	-82.2222	N/A
Reevaluation (first)	Southern Water Use Caution Area Saltwater Intrusion Minimum Aquifer Level (SWIMAL)	Southern Water Use Caution Area Saltwater Intrusion Minimum Aquifer Level (SWIMAL)	Aquifer	Hillsborough, Manatee, Sarasota	Yes	Yes <sup>c</sup>	27.5603	-82.4013	N/A

### Minimum Flows and Minimum Water Levels to be Adopted in 2027.

New or Re-Evaluation	Waterbody Name or Compliance Point	System Name <sup>a</sup>	Waterbody Type	County(s)	Voluntary Peer Review to be Completed?	Cross-Boundary Impacts from Adjacent Water Management District?	Latitude	Longitude	Rulemaking Status <sup>b</sup>
Reevaluation (first)	Easy	Lake Easy	Lake	Polk	No	Yes <sup>c</sup>	27.8581	-81.5620	N/A
Reevaluation (second)	Jackson	Lake Jackson (Highlands)	Lake	Highlands	No	Yes	27.4910	-81.4625	N/A
Reevaluation (second)	Little Jackson	Little Lake Jackson	Lake	Highlands	No	Yes	27.4677	-81.4635	N/A
Reevaluation (second)	Starr	Starr, Lake	Lake	Polk	No	Yes <sup>c</sup>	27.9566	-81.5874	N/A
Reevaluation (first)	Crystal River	Crystal River	River-Estuary	Citrus	Yes	No	28.9064	-82.6239	N/A
Reevaluation (first)	Kings Bay Spring Group (OFS)	Crystal River	Spring-1	Citrus	Yes	No	28.9064	-82.6239	N/A

### Minimum Flows and Minimum Water Levels to be Adopted in 2028.

New or Re-Evaluation	Waterbody Name or Compliance Point	System Name <sup>a</sup>	Waterbody Type	County(s)	Voluntary Peer Review to be Completed?	Cross-Boundary Impacts from Adjacent Water Management District?	Latitude	Longitude	Rulemaking Status <sup>b</sup>
Reevaluation (first)	Anoka	Lake Anoka	Lake	Highlands	No	Yes	27.5805	-81.5121	N/A
Reevaluation (second)	Dan	Lake Dan	Lake	Hillsborough	No	No	28.1655	-82.6471	N/A
Reevaluation (second)	Letta	Lake Letta	Lake	Highlands	No	Yes	27.5603	-81.4618	N/A
Reevaluation (second)	Lotela	Lake Lotela	Lake	Highlands	No	Yes	27.5773	-81.4821	N/A
Reevaluation (first)	Mound	Mound Lake	Lake	Hillsborough	No	No	28.1475	-82.572	N/A

## Reservations Priority List.

Waterbody Name	Waterbody Type	County(s)	Proposed Year	Rulermaking Status <sup>b</sup>
Hancock, Lake/Lower Saddle Creek (reevaluation)	Lake, River	Polk	2025	N/A

<sup>a</sup> System name identifies larger system that the water body is associated with for minimum flows or minimum water levels rule development; otherwise, system name is same as waterbody name or compliance point.

<sup>b</sup> Last rulemaking action taken: Notice of Rule Development published; Notice of Proposed Rule published; Rule challenge pending; Rule adopted, Ratification not required; Rule adopted, Awaiting ratification; Rule adopted, Ratified. N/A indicates formal rulemaking has not been initiated.

<sup>c</sup> Potential cross-boundary withdrawal impacts from adjacent water management district associated with the Central Florida Water Initiative area.

**CONSENT AGENDA****October 28, 2025****Resource Management Committee: Knowledge Management: Springs Coast Steering Committee  
Governing Board Policy*****Purpose***

Approve revisions to the Springs Coast Steering Committee Governing Board Policy.

***Background/History***

In 2014, the District together with local, regional, and state partners, formed the Springs Coast Steering Committee (SCSC). The committee's mission is to build consensus and partnerships to improve and manage each of the five first-magnitude spring systems through effective development and implementation of Surface Water Improvement and Management (SWIM) plans. These plans identify management actions, projects that address the issues facing each system, and specific quantifiable objectives and indicators to assess overall progress.

In 2016, the Legacy Florida Act provided legislative funding at an annual level of \$50 million to protect and restore Outstanding Florida Springs (OFS). The Florida Department of Environmental Protection (FDEP) requested assistance from the water management districts in soliciting, evaluating, and submitting projects to the FDEP for funding consideration. The SCSC provided a lead role in soliciting and reviewing the FDEP springs projects and made recommendations to the Governing Board to approve and forward projects to the FDEP for funding consideration.

Starting July 2025, FDEP began accepting springs funding applications solely through their grant portal, Protecting Florida Together. Due to this state-wide change, the FDEP is no longer requesting the water management districts solicit, review, and rank these applications. Therefore, changes to the SCSC Policy are recommended to remove these responsibilities and to revise the meeting frequency based on these changes. The proposed revised SCSC Governing Board policy is included as an exhibit. Staff presented the draft policy at the September 23, 2025, meeting.

***Benefits***

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

***Strategic Plan***

This Knowledge Management document supports the District's Strategic Plan Natural Systems Conservation, Restoration and Management Strategic Initiative, the Northern Planning Region – Springs Regional Priorities and Objectives and the District Core Business Processes of Knowledge Management.

***Exhibits***

Springs Coast Steering Committee Governing Board Policy

**Staff Recommendation:**

Approve the changes to the Springs Coast Steering Committee Governing Board Policy.

**Presenter:**

Madison Trowbridge, Ph.D., Springs Scientist, Natural Systems and Restoration Bureau

# GOVERNING BOARD POLICY

Southwest Florida Water Management District

## Title: Springs Coast Steering Committee

Document Owner: Natural Systems and Restoration

Bureau Chief

Approved By: Board Chair

Effective Date:

10/28/2025

Supersedes:

03/26/2024

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## PURPOSE

The purpose of this policy is to establish the Springs Coast Steering Committee (SCSC) to the Southwest Florida Water Management District (District), and to set forth the purpose, activities, and membership guidelines of the SCSC.

While recognizing the need to manage all springs, the District places a priority on the five first-magnitude spring groups: Chassahowitzka, Crystal River/Kings Bay, Homosassa, Rainbow, and Weeki Wachee. These spring groups, located in or discharging to an area known as the Springs Coast, collectively discharge more than one billion gallons of water per day. Each spring system in the Springs Coast region is a unique, complex system with different sets of challenges and requires different management techniques. To address these issues, the District invited local, regional, and state agencies to form the SCSC.

The SCSC meets publicly under the Sunshine Law and is responsible for assisting in managing these springs through development of the Surface Water Improvement and Management (SWIM) plans for the first-magnitude springs. The SCSC regularly reviews quantifiable objectives as set in these plans to determine the health of these systems and make recommendations to the

## **GOVERNING BOARD POLICY**

**Title: Springs Coast Steering Committee**

**Effective Date: 10/28/2025**

**Page 2 of 5**

District. The Springs Coast Management Committee (SCMC) and the Technical Working Group (TWG) were created to assist in these efforts.

The SCMC meets publicly under the Sunshine Law. The SCMC's primary responsibilities include providing information and recommendations to the SCSC and guidance to the TWG. The TWG serves as scientific experts for SWIM Plan development and does not meet under the Sunshine Law. Collectively, these three committees are known as the Springs Coast Committees.

The District has a 13-member Governing Board composed of gubernatorial appointees. The Board appointees are citizens from throughout the District representing the numerous and varied interests which exist. These Governing Board appointees are the policy makers of the District and ensure that the District achieves its statutory responsibilities. It is the intent of these Board members that the Springs Coast Committees provide valuable feedback and advice on issues that are determined by Board members to be directly related to the District's statutory responsibilities.

District staff is charged with providing administrative support to the Committee, including developing and posting meeting notices and agendas, making arrangements for meeting facilities, recording meetings and providing meeting summaries, monitoring membership attendance, and performing other related administrative tasks.

### **SCOPE**

The purpose of the SCSC shall be to provide two-way communication between the District and the springs community. SCSC member representatives serve as liaisons with the District, maintaining communication with other members of their organizations and conveying input from the organization to the SCSC. The SCSC acts as an education extension of the District by helping to disseminate information and by advising and assisting the District in evaluating each spring system in the Springs Coast region. The Springs Coast Committees develop SWIM plans tailored for each spring system to identify issues, solutions, costs and responsibilities.

### **AUTHORITY**

Chapter 373, Florida Statutes

### **DEFINITIONS**

N/A.

### **STANDARDS**

SCSC membership will consist of representatives of local, regional, and state agencies. Member organizations will be selected by the Executive Director at the recommendation of the Governing Board. Each SCSC member organization shall designate a primary representative. Alternates

## **GOVERNING BOARD POLICY**

**Title: Springs Coast Steering Committee**

**Effective Date: 10/28/2025**

**Page 3 of 5**

may also be designated to represent their organizations in the absence of the primary member. The alternative representative shall have full voting rights in the absence of the primary.

The SCSC is currently represented by the following organizations: Citrus County, City of Crystal River, Florida Department of Agriculture and Consumer Services (FDACS), Florida Department of Environmental Protection (FDEP), Florida Fish and Wildlife Conservation Commission (FFWCC), Hernando County, Marion County, Pasco County, and the District.

The SCMC member organizations will be selected by the SCSC. The SCMC is currently represented by the following organizations: Citrus County, City of Crystal River, Florida Department of Agriculture and Consumer Services (FDACS), Florida Department of Environmental Protection (FDEP), Florida Fish and Wildlife Conservation Commission (FFWCC), Florida Governmental Utility Authority (FGUA), Hernando County, Marion County, Pasco County, agriculture, public supply, environmental, regional planning council, industry, academia, state parks, and the District.

Representatives shall be appointed to the TWG by SCMC members from their represented organizations. The District may also invite other technical experts as necessary.

### **TERMS OF MEMBERSHIP**

SCSC/SCMC/TWG member representatives are appointed by the agencies they represent or invited by District staff. If an organization's representative misses three consecutive meetings without prior notice to the District, the District shall request the member organization to select a representative who is better able to attend meetings. The Executive Director or his/her designee can remove a membership or a member representative from the committee for nonparticipation at the recommendation of the Governing Board.

### **OFFICERS AND DUTIES**

The Governing Board Chair will appoint one of its members as the SCSC Chair. The District Executive Director will appoint a District staff member as the SCMC Chair. The Chairs shall be responsible for assisting the District staff in establishing meeting agendas, in soliciting input from members, for chairing meetings, for establishing subcommittees as may be appropriate, and for representing the Springs Coast Committees when necessary. When TWG meetings are requested by either the SCSC or the SCMC, District staff will facilitate these meetings.

### **POLICY**

Meetings of the SCSC and SCMC will be held, at a minimum, twice a year, unless revised by the Governing Board Chair and Executive Director, respectively. The TWG will meet as needed. Requests for special meetings may also be made by the Chairs. Notices of SCSC meetings will be posted on the District's web calendar. Minutes for the SCSC and the SCMC meetings will be recorded by District staff. Topics for discussion at SCSC and SCMC meetings will be focused on priorities set by the District or the Chairs and limited to issues specific to those priorities. Other topics may be proposed by the SCSC or the SCMC members, which may be placed on the agenda for discussion at the discretion of the respective Chair. However, requests of staff requiring more than routine support will be subject to approval by the Executive Director or his designee. A quorum is required for any action items of the SCSC. Action items by the SCMC shall be by majority vote of the members present (no quorum requirement). Meetings shall be conducted in accordance with *Robert's "Rules of Order"* as described in *Robert's "Rules of Order"*

**GOVERNING BOARD POLICY****Title: Springs Coast Steering Committee****Effective Date: 10/28/2025****Page 4 of 5**

*Newly Revised*,” originally written by General Henry M. Robert (1876), unless specified otherwise by law or this Policy. The SCSC and the SCMC are subject to the Government-in-the-Sunshine Law and all other applicable laws and regulations.

**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.

**GOVERNING BOARD POLICY****Title: Springs Coast Steering Committee****Effective Date: 10/28/2025****Page 5 of 5****DOCUMENT DETAILS**

Document Name	Springs Coast Steering Committee
Formerly Known As	N/A
Document Type	Policy
Author(s)	Vivianna Bendixson
Reviewing Stakeholder(s)	Madison Trowbridge, Lisa Laupert
Document Owner Name	Randy Smith
Document Owner Title	Natural Systems and Restoration Bureau Chief
Review Period (in days)	1095
Span of Control	Governing Board
Supersedes Date	03/26/2024
Effective Date	10/28/2025

**APPROVAL**

---

John R. Mitten  
Chair

---

Date

## CONSENT AGENDA

October 28, 2025

### Operations, Lands & Resource Monitoring Committee: Permanent Easement – ROMP TR 5-3 Knights Trail Well Site – SWF Parcel No. 21-020-045 (Sarasota County)

#### *Purpose*

The purpose of this item is to recommend the Governing Board accept a donation of a permanent easement (Easement) from Sarasota County (County) for access to the existing ROMP TR 5-3 Knights Trail well site in Nokomis, Florida.

#### *Background/History*

The ROMP TR 5-3 Knights Trail well site was initially developed in 1988 by the County as an exploratory monitor well to evaluate the feasibility of deep injection well disposal for reverse osmosis brine or reject water. In 1993, the County converted the exploratory well into an upper Floridan aquifer monitor well. The County also constructed an upper Arcadia aquifer monitor well and a surficial aquifer monitor well. Data collection at the well site began in 1994 when monitoring of the site was turned over to the District from the County and has supported groundwater modeling and Minimum Flows and Levels (MFLs). The 2025 Water Resources Data Collection Assessment Process (WRDCAP) identified this site as crucial to the success of key District Initiatives.

The well site is in an area with ongoing and future developments. To preserve this critical monitoring infrastructure, ensure uninterrupted data collection, and proceed with a replacement well, a formal agreement between the County and the District is needed. The County intends to grant an Easement for access to monitor, maintain, repair, and replace the wells and data equipment at the site.

#### *Benefits/Costs*

Acceptance of this Easement will benefit the District by ensuring perpetual access to the ROMP TR 5-3 data collection site while protecting it from future development. The County is granting this Easement to the District at no cost. The annual estimated maintenance and monitoring costs are \$220 per year for the existing wells and rainfall gauge.

#### *Strategic Plan*

This Easement supports the District's Strategic Plan Water Resources Planning and Monitoring Core Business Process.

#### *Exhibits*

Exhibit 1 – Location Map

Exhibit 2 – Site Map

Exhibit 3 – Easement

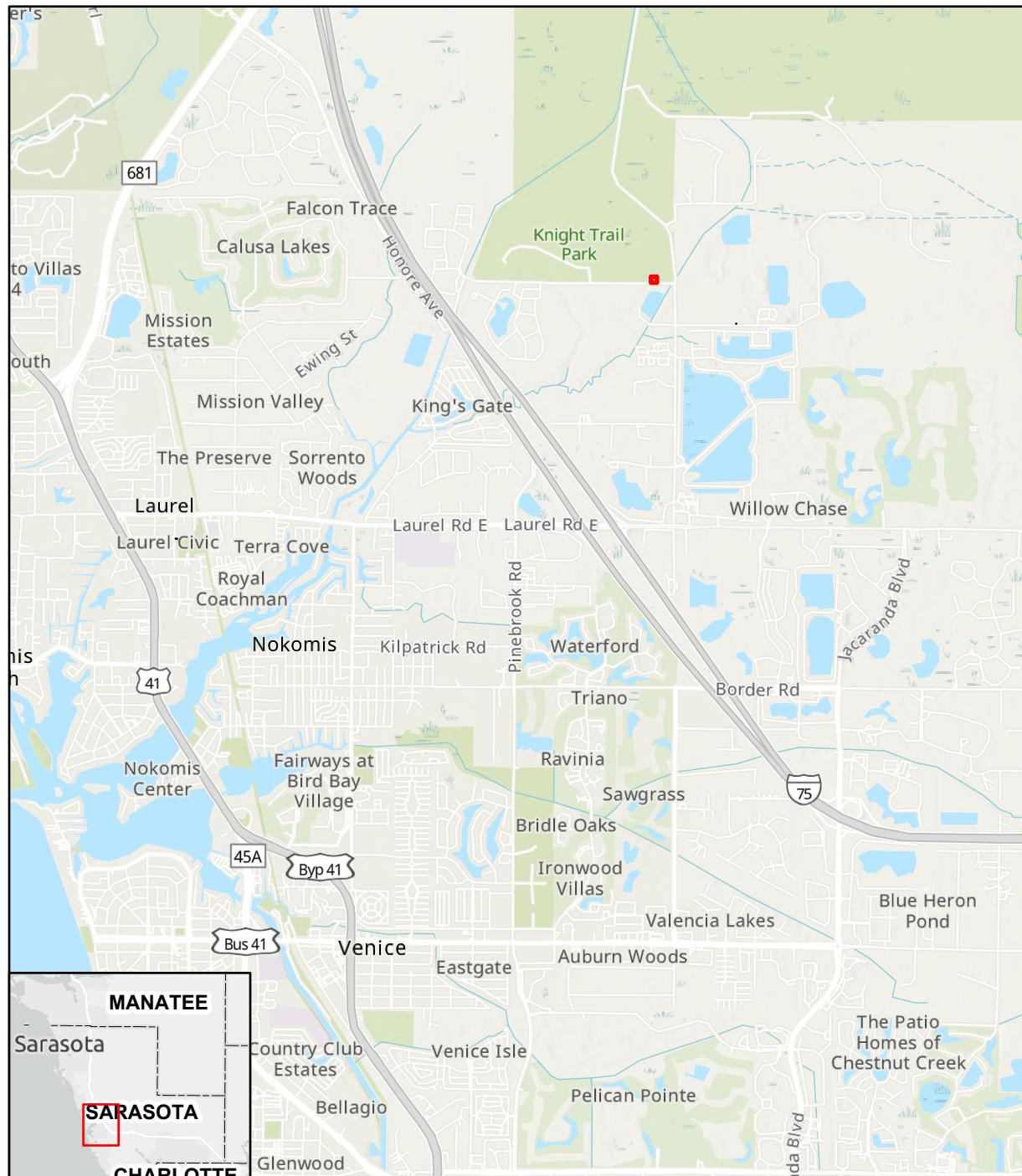
#### Staff Recommendation:

- 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**  
**ROMP TR 5-3 Knights Trail Well Site - SWF Parcel No. 21-020-045**  
**Location Map**



Esri, NASA, NGA, USGS, FEMA, Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, (c) OpenStreetMap contributors, and the GIS User Community. Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

■ SWF Parcel No. 21-020-045

0 0.5 1  
Miles



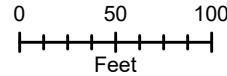
**Southwest Florida**  
Water Management District

**Exhibit 2**  
**ROMP TR 5-3 Knights Trail Well Site - SWF Parcel No. 21-020-045**  
**Site Map**



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, State of Florida, Maxar, Microsoft

- Groundwater sites
- Proposed Easement



**Southwest Florida**  
Water Management District

### Exhibit 3

This Document Prepared by and Return to:  
Justin Sago, R/W-NAC, RWA  
Sarasota County Government / Planning and Development Services  
Property Management  
1001 Sarasota Center Blvd.  
Sarasota, Florida 34240

Sec/Twp/Rng 21/38S/19E  
PID #0363001000  
Parcel # 100.09  
SWF Parcel No. 21-020-045

**This Permanent Well Site and Access Easement**, made this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between **SARASOTA COUNTY**, a political subdivision of the State of Florida, whose mailing address is PO Box 8, Sarasota, FL 34230-0008, hereinafter referred to as Grantor, and **SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT**, a public corporation, having an address of 2379 Broad Street, Brooksville, Florida 34604-6899, hereinafter referred to as Grantee.

**WITNESSETH**, that the Grantor, for and in consideration of the sum of TEN DOLLARS (\$10.00) and other valuable considerations paid, the receipt of which is hereby acknowledged, does hereby grant, and deliver unto the Grantee, its successors and assigns, a non-exclusive, permanent Well Site and Access Easement for the purpose of maintaining, repairing, or replacing the existing monitoring wells and data monitoring equipment, and the right of ingress and egress to access the monitoring wells and equipment in order to perform hydrologic measurements, in, over and upon the following described land of the Grantor, to wit:

**See Exhibit "A" attached hereto and made a part hereof**

**SUBJECT TO** easements of record.

**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 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.

**GRANTOR** does not guarantee the quality of easement surface for the access easement area or the suitability for the intended use granted herein.

**GRANTEE** agrees, at its sole cost and expense, to restore the 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 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 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 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.

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

**GRANTOR** covenants with the Grantee that the Grantor is lawfully seized of said land in fee simple; that Grantor has good right and lawful authority to grant this easement and shall take no action to interfere with the Grantee's lawful use of said easement.

**(This area intentionally left blank.)**  
**(Signature pages to follow.)**

**IN WITNESS WHEREOF** the **Grantor** hereunto sets their hand and seal this first date written above.

Grantor:

**BOARD OF COUNTY COMMISSIONERS,  
OF SARASOTA COUNTY, FLORIDA**

By: \_\_\_\_\_  
Chair

ATTEST:

KAREN E. RUSHING, Clerk of the Circuit Court  
And Ex-Officio Clerk of the Board  
of County Commissioners

By: \_\_\_\_\_  
Deputy Clerk

**IN WITNESS WHEREOF**, the **Grantee** has caused these presents to be executed in its name by its Governing Board acting by the Chair or Vice Chair of said board, the day and year aforesaid.

Grantee:

**SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT**, a public corporation

By: \_\_\_\_\_

Name: John R. Mitten

Title: Chair

ATTEST:

By: \_\_\_\_\_

Name: Ashley Bell Barnett

Title: Secretary

#### **ACKNOWLEDGMENT**

**STATE OF FLORIDA**

**COUNTY OF** \_\_\_\_\_

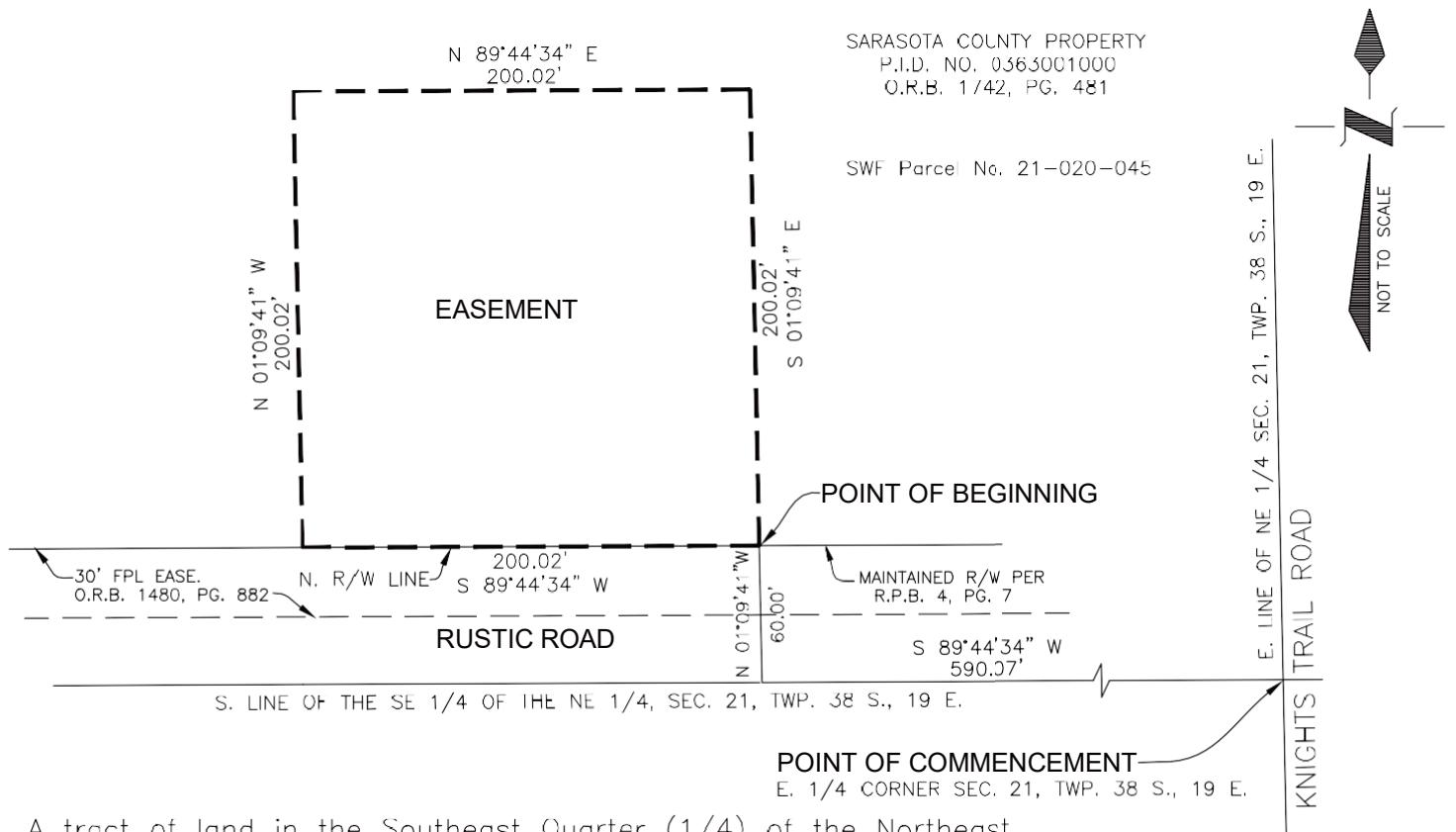
The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this \_\_\_\_\_ day of \_\_\_\_\_, 2025, by John R. Mitten, as Governing Board Chair of the Southwest Florida Water Management District, on behalf of the public corporation, who  is personally known to me or  has produced \_\_\_\_\_ as identification.

(AFFIX NOTARY SEAL)

\_\_\_\_\_  
Notary Public  
Print Name \_\_\_\_\_

My Commission Expires \_\_\_\_\_

# EXHIBIT A



A tract of land in the Southeast Quarter (1/4) of the Northeast Quarter (1/4) of Section 21, Township 38 South, Range 19 East, Sarasota County, Florida described as follows:

Commence at the Southeast corner of said Southeast Quarter (1/4) of the Northeast Quarter (1/4) being the East Quarter (1/4) Corner of said Section 21; thence run S 89°44'34"W along the Southerly line of said Southeast Quarter (1/4) of the Northeast Quarter (1/4) for a distance of 590.07 feet; thence run N 01°09'41"W for a distance of 60.00 feet to the Northerly Right-of-Way line of Rustic Road for the POINT OF BEGINNING; thence run S 89°44'34"W along said Northerly Right-of-Way line for a distance of 200.02 feet; thence run N 01°09'41"W for a distance of 200.02 feet; thence run N 89°44'34"E for a distance of 200.02 feet; thence run S 01°09'41"E for a distance of 200.02 feet to the POINT OF BEGINNING.

Containing 40008.0 square feet, more or less.



Digitally signed  
by Teri S Owen  
Date: 2025.10.13  
14:12:42 -04'00'

TERI S. OWEN, COUNTY SURVEYOR  
PROFESSIONAL SURVEYOR AND MAPPER NO. 5928  
SARASOTA COUNTY PUBLIC WORKS  
TRANSPORTATION, SURVEY-MAPPING  
1001 SARASOTA CENTER BLVD.  
SARASOTA, FLORIDA 34240

DATE

ABBREVIATION LEGEND  
R/W = RIGHT-OF-WAY  
R.P.B. = ROAD PLAT BOOK  
P.B. = PLAT BOOK  
PG. = PAGE  
SEC. = SECTION  
TWP. = TOWNSHIP  
RNG. = RANGE  
N.T.S. = NOT TO SCALE  
NO. = NUMBER  
P.T. = POINT OF TANGENCY  
C = CENTERLINE  
O.R.B. = OFFICIAL RECORDS BOOK  
P.I.D. = PROPERTY IDENTIFICATION

## SURVEYOR'S NOTES

- BEARINGS SHOWN ARE BASED ON THE SOUTHERLY LINE OF THE SOUTHEAST 1/4 OF THE NORTHEAST 1/4, SECTION 21, TOWNSHIP 38 SOUTH, RANGE 19 EAST, SARASOTA COUNTY, FLORIDA, BEING S 89°44'34" W.
- ALTA COMMITMENT FOR TITLE INSURANCE, DATE MAY 15, 2024 PROVIDED BY SARASOTA COUNTY PROPERTY MANAGEMENT.
- THIS DRAWING IS A DESCRIPTION SKETCH ONLY AND DOES NOT REPRESENT A FIELD SURVEY OF THE PARCEL DESCRIBED.

## EASEMENT

### RUSTIC ROAD

PARCEL 100.00	DRAWN	J.M.	DATE	8-16-24	SCALE N.T.S.
PARCEL = 40008.0 Square Feet ±	CHECKED	T.OWEN	DATE	8-16-24	JOB NO. 50

## CONSENT AGENDA

October 28, 2025

General Counsel's Report: Approval of Initiation of Dispute Resolution with Citrus County – Southwest Florida Water Management District v. Citrus County, et al. – Case No. 2025-CA-565 (Citrus County)

Approval of Initiation of Dispute Resolution Procedures with Citrus County – Southwest Florida Water Management District v. Citrus County, et al. – Case No. 2025-CA-565 – (Citrus County).

Inverness Village Unit 4 (IVU4) is a single-family residential subdivision located in unincorporated Citrus County with a lengthy history of compliance issues related to stormwater management and unpermitted construction. District staff have worked diligently with Citrus County and other entities to try to resolve the unpermitted construction and the resulting stormwater issues. In January of 2022, the District requested authorization to pursue further enforcement, including filing a Complaint in Circuit Court against any necessary parties. Despite continuous attempts to encourage cooperation, on July 25, 2025, the District filed a Complaint in the Fifth Judicial Circuit against Citrus County and several other non-governmental entities associated with the development of IVU4.

Because the Complaint includes Citrus County as a party, the District also filed a Motion to Abate Proceedings to comply with the requirements of Chapter 164 of the Florida Statutes. According to Chapter 164, actions between governmental entities must be abated until the dispute resolution provisions of the chapter are exhausted. The District will initiate the dispute resolution procedures provided by Chapter 164, Florida Statutes, after approval of the attached Resolution. In accordance with Chapter 164, any proposed resolution that may arise from these procedures will be brought back to the Board for further approval.

*Strategic Plan*

This Resolution process supports the District's Core Business Processes, ensuring compliance with Florida law in District enforcement procedures and ensuring consistency and efficiency for Regulation.

*Exhibits*

Resolution for Initiation of Dispute Resolution Procedures with Citrus County

Staff Recommendation:

Authorize District staff to initiate the dispute resolution procedures prescribed by Chapter 164 of the Florida Statutes, by executing the attached Resolution.

Presenter:

Elizabeth Fernandez, Deputy General Counsel, Office of General Counsel

## SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT

## RESOLUTION NO. 25-\_\_\_\_\_

**INITIATION OF DISPUTE RESOLUTION PROCEDURES WITH CITRUS COUNTY  
UNDER CHAPTER 164, FLORIDA STATUTES**

**WHEREAS**, the Southwest Florida Water Management District (District) has filed an enforcement action against Citrus County, DT Villages Eleven, LLC, DT Villages Investment, LLC, Deer Trust Management Investment, LLC, Puffin 4, LLC, Foxrun 4, LLC, DT Terra Vista LLC, and Van Der Valk Construction, LLC pursuant to its regulatory authority under sections 373.413 and 373 (Enforcement Action); and

**WHEREAS**, the Enforcement Action is based upon a conflict with, in part, Citrus County, for unauthorized construction activities conducted without a required Environmental Resource Permit, in violation of Chapter 373, Florida Statutes and Chapters 40D-4, *Florida Administrative Code* (F.A.C.) and 62-330, F.A.C.; and

**WHEREAS**, Chapter 164, Florida Statutes, requires actions between governmental entities to be abated until the dispute resolution provisions contained in that chapter have been exhausted; and

**WHEREAS**, the District filed a simultaneous Motion to Abate Proceedings, in order to comply with the requirements of Chapter 164, Florida Statutes; and

**WHEREAS**, pursuant to section 164.1052, Florida Statutes, it is the intention of the District to initiate the conflict resolution procedures provided by Chapter 164, Florida Statutes, through passage of a resolution by its members prior to prosecuting the previously filed enforcement action.

**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 the District shall initiate the conflict resolution procedures prescribed by Chapter 164, Florida Statutes, and provide notice to Citrus County of said initiation using the procedures described in section 164.1052, Florida Statutes.

APPROVED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025, by the Governing Board of the Southwest Florida Water Management District.

SOUTHWEST FLORIDA  
WATER MANAGEMENT DISTRICT

By: \_\_\_\_\_  
Attest: John Mitten, Chair

Ashley Bell Barnett, Secretary

## CONSENT AGENDA

October 28, 2025

General Counsel's Report: Approval of Rulemaking to Amend Rules 40D-2.321 and 40D-2.331, Florida Administrative Code, to Promote the Use of Reclaimed Water and Encourage Quantifiable Potable Water Offsets, in Accordance with Section 373.250(9), Florida Statutes

In 2024, the Florida Legislature amended Section 373.250, Florida Statutes, to instruct the water management districts, in coordination with the Florida Department of Environmental Protection, to develop rules to promote the use of reclaimed water and encourage potable quantifiable water offsets that produce significant water savings beyond those required in a water use permit.

The rules must provide that if an applicant proposes a water supply development or water resource development project using reclaimed water that meets the advanced wastewater treatment standards for total nitrogen and total phosphorous as part of an application for a water use permit, the applicant is eligible for a permit duration of up to 30 years if there is sufficient data to provide reasonable assurance that the conditions for permit issuance will be met for the duration of the permit. The rules developed must include:

- A requirement that the permittee demonstrates how quantifiable groundwater or surface water savings associated with the new water supply development or water resource development project helps meet water demands beyond a 20-year permit duration or is completed for the purpose of meeting the requirements of an adopted recovery or prevention strategy; and
- Guidelines for a district to follow in determining the permit duration based on the project's implementation.

The bill also requires that the rules must provide authorization for permit extensions of up to 10 years if a permittee proposes a water supply development or water resource development project using reclaimed water that meets the advanced wastewater treatment standards for total nitrogen and total phosphorous during the term of its permit which results in the reduction of groundwater or surface water withdrawals or is completed to benefit a waterbody with a minimum flow or minimum water level with a recovery or prevention strategy. The rules must include:

- A requirement that the permittee be in compliance with the permittee's consumptive use permit;
- A requirement that the permittee demonstrate how the quantifiable groundwater or surface water savings associated with the new water supply development or water resource development project helps meet water demands beyond the issued permit duration or benefits a waterbody with a minimum flow or minimum water level with a recovery or prevention strategy;
- A requirement that the permittee demonstrate a water demand for the permit's allocation through the term of the extension; and
- Guidelines for a district to follow in determining the number of years extended, including a minimum year requirement, based on the project implementation.

As directed by the Legislature, the water management districts and DEP developed the proposed rule language cooperatively, and produced proposed rule language that each district will need to adopt into its own rules. The proposed rule language is identical across all of the water management districts, and as it was drafted with DEP's participation, it meets with DEP's approval.

This matter was brought before the Board in July 2025, and the Board approved the item. Importantly, the recap for this proposed rulemaking in July stated that if substantive changes were made as a result of public comment, the proposed rulemaking would be brought back to the Board for approval. On August 25, 2025, the South Florida Water Management District, the St. Johns River Water Management District, and the Southwest Florida Water Management District held a joint workshop to present the proposed rule language to the public. The districts and DEP received public comment on the proposed rule language. Thereafter, the districts and DEP made revisions to the proposed language that are responsive to those public comments. Therefore, this item is before the Board for approval of the revised proposed rule language.

Upon Governing Board approval of the proposed rule language, staff will proceed with formal rulemaking without further Governing Board action. If substantive changes are necessary as the result of comments received from the public or from reviewing entities such as the Governor's Office of Fiscal Accountability and Regulatory Reform or the Joint Administrative Procedures Committee, this matter will be brought back to the Governing Board for consideration.

*Strategic Plan*

This rulemaking supports the District's Core Business Processes for Regulation and Water Resources Planning and Monitoring.

*Exhibits*

Proposed Rule

Staff Recommendation:

Approve the proposed rule language to amend Rules 40D-2.321 and 40D-2.331, F.A.C., to add the proposed language shown in Exhibit A, in accordance with s. 373.250(9), F.S.

Presenter:

Michael Bray, Assistant General Counsel, Office of General Counsel

**40D-2.321 Duration of Permits.**

(1) through (7), No change.

(8) An applicant is eligible for a permit duration of up to thirty years if the applicant proposes a new water supply development or water resource development project using reclaimed water that meets the advanced waste treatment standards for total nitrogen and total phosphorous as defined in section 403.086(4)(a), F.S. (2024), as part of an application for consumptive use, provided the following conditions are met:

(a) The applicant submits sufficient data to provide reasonable assurance that the conditions for permit issuance will be met for the duration of the permit; and

(b) The applicant demonstrates how the quantifiable savings of the source utilized by the applicant associated with the new water supply development or water resource development project either meets water demands beyond a 20-year permit duration or is completed for the purpose of meeting the requirements of a prevention or recovery strategy established pursuant to Section 373.0421, F.S.; and

(c) The applicant demonstrates a reasonable-beneficial water demand for the permit's allocation through the permit duration; and

(d) The specific permit duration shall be calculated based on the quantity of potable water offsets that produce significant water savings, the project implementation timeframe, and the demonstration of water demand based on projected growth, as calculated at the time of the application; and

(e) The new water supply or water resource development project will be completed and operational within the first 20-years of the issued permit duration; and

(f) The applicant provides documentation of the quantification of the amount of potable resources saved through the use of reclaimed water for new water supply development projects, or the offset provided to the source of water utilized by the applicant for new water resource development projects; and

(g) The use of the reclaimed water must be in the ownership or control of the entity receiving the extended duration; and

(h) A project shall be considered new when completed and operational during the term of the permit and after the effective date of this rule.

*Rulemaking Authority 373.044, 373.103, 373.113, 373.171 FS. Law Implemented 373.103, 373.171, 373.219, 373.223, 373.227, 373.236, 373.250 FS. History—New 10-5-74, Amended 12-31-74, 10-24-76, 1-6-82, 3-11-82, Formerly 16J-2.13, Amended 10-1-89, 7-28-98, 1-1-03, 1-1-07, 2-13-08, 12-30-08, 6-30-10, 1-1-13, 5-19-14, 9-29-15.*

**40D-2.331 Modification of Permits.**

(1) A permittee may seek modification of any of the terms and conditions of an unexpired permit except when the sole purpose is to modify the expiration date. Notwithstanding, a permittee may seek modification for the sole purpose of modifying the expiration date if it is pursuant to subsection 40D-2.321(5), F.A.C., 40D-2.331(4), F.A.C., or when a public water supply permittee achieves demonstrable savings attributable to implementation of a water conservation plan pursuant to Sections 2.4.8.6 and 2.4.8.7 of the Applicant's Handbook. A permit expiration date may also be modified upon request and documentation by the permittee, if the modification application is deemed by the District to be substantial, as described in the WUP Applicant's Handbook Part B Section 1.4.11, (rev. 10/15), resulting in the modification application to (<https://www.flrules.org/Gateway/reference.asp?No=Ref-05856>), be processed as a renewal application with modification. A request for modification shall be reviewed in accordance with the rules in effect at the time the modification is filed.

(2) through (3) No change.

(4) A permittee may apply to extend the permit's duration through a letter modification request for up to ten years if the permittee proposes a new water supply development or new water resource development project using reclaimed water that meets the advanced waste treatment standards for total nitrogen and total phosphorous as defined in paragraph 403.086(4)(a), F.S. (2025), during the term of its permit which results in the reduction of groundwater or surface water withdrawals or is completed to benefit a waterbody with a minimum flow or minimum water level with an adopted recovery or prevention strategy provided the following conditions are met:

(a) The permittee is in compliance with the permittee's consumptive use permit; and

(b) The permittee demonstrates how the quantifiable savings of the source utilized by the permittee associated with the new water supply development or water resource development project either meets water demands beyond the issued permit duration or is completed for the purpose of meeting the requirements of a prevention or recovery strategy established pursuant to section 373.0421, F.S. (2025); and

(c) The permittee demonstrates a reasonable-beneficial water demand for the permit's allocation through the term of the extension; and

(d) The permittee submits a compliance report that contains sufficient data to maintain reasonable assurance that the initial conditions for permit issuance are met at the time of application for the modification. A District-approved compliance report as required under subsection 373.236(4), F.S. (2025), within 1 year prior to the extension request shall satisfy this requirement; and

(e) For water supply development projects, the permit extension shall provide only for the modification of the duration of the permit and shall not be used to change the source of the allocation or increase the quantity; and

(f) For water resource development projects, the permit extension shall provide for the modification of the duration of the permit and shall not be used to change the source of the allocation, but may be used to increase the quantity to no more than the new water resource development project offset. Nothing in this paragraph shall be construed to authorize the use of groundwater where otherwise restricted by rule or law; and

(g) Multiple permit extensions may be requested to reflect quantifiable potable water offsets that will produce significant water savings over the term of the permit. However, in no case shall the cumulative duration of all extensions exceed ten years from the original permit expiration date; and

(h) The specific duration of the extension, with a minimum of one year, shall be calculated based on the following factors: quantity of potable water offsets that will produce significant water savings, quantity of groundwater made available by the development of impact offsets, the duration for which the impact offset as defined in subparagraph 373.250(5)(a)1., F.S. (2025), addresses potential impacts to a minimum flow or minimum water level in prevention or recovery, the project implementation timeframe, and the demonstration of water demand, as calculated at the time of the extension request, and

(i) The new water supply or water resource development project has been completed and is operational prior to the extension being granted or will be completed and operational during the term of the original permit; and

(j) The permittee provides documentation of the quantification of the amount of potable resources that will be saved through the use of reclaimed water for new water supply development projects, or the offset that will be provided to the source of water utilized by the permittee for new water resource development projects; and

(k) The use of the reclaimed water must be in the ownership or control of the entity receiving the extended duration; and

(l) A project shall be considered new when implemented during the term of the original permit and after the effective date of this rule.

*Rulemaking Authority 373.044, 373.113, 373.149, 373.171, 373.216, 373.249 FS. Law Implemented 373.079(4)(a), 373.083(5), 373.171, 373.219, 373.236, 373.239 FS. History—New 10-5-74. Formerly 16J-2.14(1), Amended 10-1-89, 2-10-93, 7-29-93, 1-1-07, 8-23-07, 7-1-09, 11-2-09, 7-10-13, 5-19-14, 9-29-15.\_\_\_\_\_*

## CONSENT AGENDA

October 28, 2025

### General Counsel's Report: Interagency Agreement between South Florida Water Management District and Southwest Florida Water Management District – Designation of Regulatory Responsibility to Southwest Florida Water Management District for Grenelife Residential Development (Polk County)

On February 26, 2025, Grenelife Resort Development, LLC requested the Southwest Florida Water Management District ("SWFWMD") to process an Environmental Resource Permit, application number 912504, for proposed residential development between Kokomo Road and West Lake Marion Road in Polk County (the "Project"). The Project straddles the boundary line between the SWFWMD and the South Florida Water Management District ("SFWMD"). When completed, a majority of the Grenelife Residential Development (including future phases) will be located within the jurisdictional boundaries of the SWFWMD. Both districts agree that the SWFWMD should be the permitting agency for the Project.

Section 373.046(6), Florida Statutes, authorizes water management districts to enter into interagency agreements to designate regulatory responsibility to another water management district for a project that crosses the jurisdictional boundaries of both districts. Water management districts typically consider regulatory efficiency and prior permitting history in determining which water management district is most appropriate to permit such projects. The interagency agreement designates the responsibility to receive, process, and take final agency action on all water use permit applications, and to take any compliance and enforcement action regarding a designated permit.

#### *Strategic Plan*

This Interagency Agreement supports the District's Core Business Processes, ensuring consistency and efficiency for Regulation.

#### *Exhibits*

Interagency Agreement

#### Staff Recommendation:

Approve the Interagency Agreement designating regulatory responsibility for the Project to the SWFWMD.

#### Presenter:

Michael Bray, Assistant General Counsel, Office of General Counsel

**INTERAGENCY AGREEMENT BETWEEN THE SOUTH FLORIDA WATER  
MANAGEMENT DISTRICT AND THE SOUTHWEST FLORIDA WATER  
MANAGEMENT DISTRICT FOR DESIGNATION OF REGULATORY  
RESPONSIBILITY FOR ENVIRONMENTAL RESOURCE PERMITS FOR  
THE GRENELEFE PHASE 1 PROJECT IN POLK COUNTY, FLORIDA**

THIS INTERAGENCY AGREEMENT ("Agreement") is made and entered into by and between the SOUTH FLORIDA WATER MANAGEMENT DISTRICT ("SFWMD") and the SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT ("SWFWMD").

**WITNESSETH:**

WHERAS, on February 26, 2025, Grenelefe Resort Development, LLC requested the SWFWMD to process an environmental resource permit, application number 912504, for the proposed residential development located between Kokomo Road and W Lake Marion Road in Polk County, as depicted on the map attached hereto as Exhibit A (the "Project"); and

WHEREAS, the Project crosses the jurisdictional boundaries of the SWFWMD and the SFWMD and the majority of the Project (including future phases) is located within the jurisdictional boundary of the SWFWMD in Polk County; and

WHEREAS, Subsection 373.046(6), F.S., authorizes a water management district to designate, via an interagency agreement, regulatory responsibility to another water management district when the geographic area of the project or local government crosses the jurisdictional boundaries of another water management district; and

WHEREAS, the designation of SWFWMD as the water management district with Part IV, Chapter 373, F.S., regulatory responsibility for the Project would allow for more efficient processing of permit applications under that part as the majority of the Project is located within the jurisdictional boundaries of the SWFWMD; and

WHEREAS, the SFWMD and the SWFWMD desire to designate the SWFWMD as the water management district with Part IV, Chapter 373, F.S., regulatory responsibility for the Project located within the jurisdictional boundaries of the SFWMD in Polk County, pursuant to Part IV, Chapter 373, F.S., as more specifically identified in Exhibit A.

NOW THEREFORE, the SFWMD and the SWFWMD, under the authority of Subsection 373.046(6), F.S., hereby agree as follows:

1. The SWFWMD is designated as the water management district that will have regulatory responsibilities under Part IV of Chapter 373, F.S., for the Project, as depicted on Exhibit A, which is incorporated by reference herein. Such regulatory responsibilities shall include receiving, processing, and taking final agency action on environmental resource permit applications or modifications thereof, and taking any compliance and enforcement action with regard to such permit(s).
2. This Agreement will commence upon execution by all parties and will remain in effect until either party terminates such Agreement for its convenience upon ninety (90) days written notice to the other party.

IN WITNESS WHEREOF, each party, or its lawful representative, has executed this Agreement on the date set forth next to their signature below.

**SOUTH FLORIDA WATER MANAGEMENT DISTRICT**

By: \_\_\_\_\_

Jill Creech  
Division Director, Regulation

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

(Seal)

**SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT**

By: \_\_\_\_\_

Attest: \_\_\_\_\_

John Mitten, Chair

Ashley Bell Barnett, Secretary

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

(Seal)

## Exhibit A



**CONSENT AGENDA****October 28, 2025****General Counsel's Report: Approval of Settlement Agreement – Westchester Fire Insurance Company v. Southwest Florida Water Management District – Case No. 2025-CA-360 (Citrus County)**

The Tsala Apopka Golf Course Structure Modification Project-C680 (Project) is a District initiative that involved replacing four (4) 4-foot-wide drop gates with two (2) 8-foot-wide lift gates and associated work, including earthwork, dewatering, construction of gate supports, metalizing components, channel stabilization, electrical modifications, catwalk with handrail, and the installation of rip rap and slope pavement, sodding, and safety features.

Metalizing Technical Services, LLC (Contractor) was selected as the construction contractor for the Project. Westchester Fire Insurance Company (Surety) issued a bond (Bond) to the Contractor in connection with the Project. Due to delays in completing critical construction tasks, the District determined it was necessary to issue an Emergency Order (No. SWF 24-020) and take control of the site, which occurred on July 22, 2024. The District completed the Project using alternative contractors and significant internal resources.

During the Contractor's performance of the Project and in the course of completing the Project, the District identified defects and deficiencies in the work performed by the Contractor, including failing to meet applicable specifications and noncompliance with contractual requirements, among other things. As a result, the District and several subcontractors filed claims against the Bond, which are the subject of pending litigation in *Westchester Fire Insurance Co. v. SWFWMD*, Case No. 2025-CA-000038-A (5<sup>th</sup> Circuit).

On June 12, 2025, the District attended a settlement conference with the Surety and bond claimants to negotiate a resolution to the litigation. Under the proposed Settlement Agreement, the Surety has agreed to pay the District \$403,963.24, which is consistent with the District's pro rata share of the total amount claimed against the Bond. If the proposed Settlement Agreement is approved, the District will continue to pursue recovery of the remaining amount of damages against the Contractor in a separate civil action.

***Exhibits***

Proposed Settlement Agreement

**Staff Recommendation:**

1. Approve the proposed Settlement Agreement.
2. Authorize the General Counsel to execute all documents necessary to implement the Settlement Agreement and to make minor, non-substantive revisions as needed to correct errors or ensure consistency with the terms of the Agreement.

**Presenter:**

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

## SETTLEMENT AGREEMENT

THIS AGREEMENT is made and entered into this    day of October 2025 by and between WESTCHESTER FIRE INSURANCE COMPANY (“WFIC”) and SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT (the “District”).

### Background

- A. The District, as owner, and METALIZING TECHNICAL SERVICES, LLC (“MTS”), as contractor, entered into a written contract (the “Contract”) for MTS to perform all work required on the construction project known as Tsala Apopka Golf Course Control Structure Modification (the “Project”);
- B. WFIC, as surety, and MTS, as bond principal, issued a combined Performance, Payment and Guaranty Bond (“Bond”), in connection with the Project;
- C. The District issued notices of default and termination to MTS under the Contract, and made a claim against WFIC under the Bond;
- D. WFIC filed an interpleader action styled *Westchester Fire Insurance Company v. Southwest Florida Water Management District*, Case No. 2025-CA-38A, pending in Hernando County, Florida (the “Lawsuit”), seeking to interplead the net penal sum of the Bond after deducting out payment bond claims previously paid by WFIC;
- E. The named party defendants under the Lawsuit are the District, Mersino Dewatering, LLC (“Mersino”), Statewide Materials, LLC (“Statewide”), and United Rentals, Inc. (“United”);
- F. The District opposed WFIC’s interpleader action and filed a counterclaim in the Lawsuit against WFIC under the Bond; and
- G. All parties to the Lawsuit have agreed to settle all claims against or relating to the Bond on the terms and conditions set forth below.

### Terms

IN CONSIDERATION of the mutual covenants of the Parties contained herein, and other good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, WFIC and the District agree that:

1. Background Recitals. The foregoing background recitals are integral parts of this agreement and incorporated herein.
2. Payment. Within ten (10) days after satisfaction of the Contingencies (as defined below) WFIC shall pay the sum of Four Hundred Eighty Thousand Dollars and no/100 (\$480,000.00) to the Trust Account of the law firm of Carey, O’Malley, Whitaker, Mueller, Roberts & Smith, P.A. (“District Counsel”), which shall be disbursed by District Counsel as follows:

- a. Mersino \$7,500.00;
- b. Statewide \$8,536.76;
- c. United \$60,000.00; and
- d. District \$403,963.24.

3. **Mutual Release.** Subject to the Parties' respective obligations under this Agreement, WFIC and the District hereby waive, release and forever discharge all claims against each other relating to or arising under the Bond, including but not limited to all claims for principal, attorneys' fees and costs. Notwithstanding the foregoing, this release does not apply to any claims by either WFIC or the District against MTS.

4. **Order Discharging Bond and Dismissing All Claims Between WFIC and the District in the Lawsuit with Prejudice.** Upon District Counsel's receipt of payment under paragraph 2 above, the District shall stipulate to the entry of the *Agreed Order Granting Amended Motion for Leave to Interplead the Remaining Bond's Penal Sum Amount and to Release and Discharge the Bond*, a copy of which is attached hereto as Exhibit "A".

5. **Counterparts; Electronic Transmission.** This Agreement may be executed in counterparts and each counterpart shall be and constitute a part of this Agreement and all counterparts taken together shall constitute the Agreement, and shall be binding and effective of all parties. This Agreement shall be binding upon the parties upon the electronic transmission of an executed copy hereof by all parties hereto.

6. **Entire Agreement.** This Agreement represents the entire, integrated agreement between the parties hereto with respect for the subject matter hereof and supersedes all prior discussions, negotiations, understandings, or agreements, oral or written, between the parties with respect to the subject matter hereof.

7. **Contingencies.** This Agreement is subject to the following contingencies ("Contingencies"):

- i. approval by the District's governing Board; and
- ii. WFIC entering into settlement agreements with Mersino, Statewide and United, wherein each agrees to accept the sum set forth in paragraph 2 above in full settlement of all claims against the Bond; and each agrees to release WFIC from all claims under the Bond and to a discharge of the Bond.

In the event that the Contingencies are not fully satisfied on or before November 30, 2025, this Agreement shall be null and void, and both parties shall be released from all further obligations hereunder.

*[Signatures to follow]*

WITNESS:

WESTCHESTER FIRE INSURANCE  
COMPANY

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

By: \_\_\_\_\_  
Its: \_\_\_\_\_

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

WITNESS:

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

WITNESS:

SOUTHWEST FLORIDA WATER  
MANAGEMENT DISTRICT

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

By: \_\_\_\_\_  
Its: \_\_\_\_\_

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

WITNESS:

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name)

**Joinder**

The undersigned, as District Counsel, joins in the foregoing agreement for the limited purpose of agreeing to receive and disburse the settlement funds pursuant to paragraph 2 above.

Carey, O'Malley, Whitaker,  
Mueller, Roberts & Smith, P.A.

By: \_\_\_\_\_  
Michael R. Carey

**CONSENT AGENDA**

**October 28, 2025**

**Executive Director's Report: Approve Fiscal Year 2026 Final Budget Hearing Minutes**

**Staff Recommendation:**

Approve minutes as presented.

**Presenter:**

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



## GOVERNING BOARD SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT

### PUBLIC HEARING FOR THE FINAL FISCAL YEAR 2026 MILLAGE RATE AND ANNUAL SERVICE BUDGET

TAMPA, FLORIDA

SEPTEMBER 23, 2025

The Governing Board of the Southwest Florida Water Management District (District) met at 5:01 p.m. on September 23, 2025, at the Tampa Office. The following persons were in attendance:

#### Board Members Present

John Mitten, Chair  
Jack Bispham, Vice Chair  
Ashley Bell Barnett, Secretary  
John Hall, Treasurer  
Kelly S. Rice, Member\*  
Michelle Williamson, Member  
James Holton, Member\*  
Dustin Rowland, Member  
Nancy H. Watkins, Member  
Joshua Gamblin, Member

\*Attended via electronic media

#### Board Members Absent

Robert Stern, Member  
James. L. Turner, 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  
Melisa Lowe, Bureau Chief  
Andrea Shamblin, Manager

#### Administrative Support

Virginia Singer, Manager  
Lori Manuel, Administrative Coordinator

Approved minutes from previous meetings can be found on the District's website at [Watermatters.org](http://Watermatters.org).

#### 1. Call to Order, Roll Call, and Approval of Tentative Fiscal Year 2026 Annual Service Budget Public Hearing Minutes

Chair John Mitten called the meeting to order.

Chair Mitten provided information to members of the public wishing to address the Governing Board concerning any item listed on the agenda or any item that does not appear on the agenda. He stated that comments would be limited to three minutes per speaker, Chair Mitten also requested that several individuals wishing to speak on the same issue/topic designate a spokesperson.

Chair Mitten introduced each member of the Governing Board and staff present at the dais (this served as roll call). A quorum was confirmed.

Chair Mitten requested a motion to approve the minutes from September 9, 2025, Tentative Fiscal Year (FY) 2026 Millage Rate and Annual Service Budget Public Hearing.

**A motion was made and seconded. The motion carried unanimously.** (Audio – 00:02:30)

**2. Opening Comments**

Chair Mitten stated the purpose of this final Truth in Millage (TRIM) public hearing was to provide an opportunity for the public to speak and ask questions prior to the Governing Board's adoption of a final millage rate and budget for FY2026.

A Request to Speak card was received.

Mr. David Ballard Geddis, Jr., spoke regarding ad valorem and levies.

**3. Budget Overview**

Chair Mitten stated the FY2026 budget totaled \$256.2 million compared to \$231.6 million for the adopted FY2025 budget; and continues to provide a significant level of capital investment in our region to ensure the District's core mission is achieved.

**4. Public Announcement of the Name of the Taxing Authority, Rolled-Back Rate, Percentage of Increase Over Rolled-Back Rate, and Millage Rate to be Levied for Fiscal Year 2026**

Mr. Baldwin, Business and Information Technology Services Division Director, presented the required public announcement of the name of the taxing authority, the rolled-back rate, the percentage of increase over the rolled-back rate, and the millage rate to be levied for FY2026 and read into the record as required for the District.

TAXING AUTHORITY	ROLLED-BACK RATE	PERCENTAGE OF INCREASE OVER ROLLED-BACK RATE	Final MILLAGE RATE
Southwest Florida Water Management District	0.1831mill	0.0%	0.1831 mill

**5. Reconciliation of Tentative to Final Fiscal Year 2026 Budget**

Mr. Baldwin stated there have been no changes to the FY2026 budget since the tentative budget was adopted at the first public hearing on September 9.

**6. Public Comments**

**a. Letters/Resolutions Received**

Chair Mitten stated that responses to the letters received regarding the tentative millage rate and budget, and letters and resolutions received regarding the final millage rate and budget since the first public hearing, if any, have been compiled into Appendix "C" of the public hearing materials and are hereby incorporated by reference into the public record of this meeting. He stated copies of this Appendix are available upon request.

**b. Persons Wishing to Address the Board**

No Request to Speak cards were received.

**7. Adopt Final Fiscal Year 2026 Millage Rate**

**SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT RESOLUTION  
NO. 25-11  
ADOPTION OF FINAL MILLAGE RATE FOR FISCAL YEAR 2026**

This resolution is made as a part of these minutes as if set forth in full, but for convenience, is filed in the permanent resolution files of the District.

**A motion was made to adopt Resolution No. 25-11 Adoption of Final Millage Rate and Certification of Levy to the County Property Appraisers for Fiscal Year 2026, of 0.1831 mill, which was seconded. The motion carried unanimously. (Audio – 00:11:10)**

**8. Adopt Final Fiscal Year 2026 Budget**

**SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT RESOLUTION  
NO. 25-12  
ADOPTION OF FINAL BUDGET FOR FISCAL YEAR 2026**

This resolution is made as a part of these minutes as if set forth in full but, for convenience, is filed in the permanent resolution files of the District.

**A motion was made to adopt Resolution No. 25-12 Adoption of the Final Budget for Fiscal Year 2026, in the amount of \$256,247,665 which was seconded. The motion carried unanimously. (Audio – 00:11:42)**

**9. Introduce all Materials as Composite Exhibit**

Chair Mitten stated the record will reflect all materials presented today are part of the permanent record of the public hearing.

**10. Adjournment**

Chair Mitten adjourned the meeting at 5:14 p.m.

**CONSENT AGENDA**

**October 28, 2025**

**Executive Director's Report: Approve Governing Board Minutes – September 23, 2025**

**Staff Recommendation:**

Approve minutes as presented.

**Presenter:**

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



**GOVERNING BOARD MEETING**  
**TUESDAY, SEPTEMBER 23, 2025 – 3:00 P.M.**  
**7601 U.S.HIGHWAY 301 NORTH, TAMPA FL 33637**  
**(813) 985-7481**

**Board Members Present**

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

\*Attended via Electronic Media

**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 on September 23 at 3:00 p.m., in the Tampa Office at 7601 U.S. Highway 301 North, Tampa, Florida 33637. 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 John Mitten called the meeting to order. He noted that the Board meeting was being recorded for broadcast on government access channels, and public input would be provided in person. Chair Mitten 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. He 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 Mitten also requested that several individuals requesting to speak on the same topic designate a spokesperson. He introduced each member of the Governing Board and staff present at the dais (this served as roll call). A quorum was confirmed.

**1.2 Oath of Office**

Ms. Virginia Singer administered the Oath of Office to newly appointed Board Member James L. Turner.

**1.3 Invocation and Pledge of Allegiance**

Board Member Michelle Williamson offered the invocation and the Pledge of Allegiance.

Chair Mitten recognized the passing of Board Member Ed Armstrong and highlighted his 11 years of service on the Board.

**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, Jr., spoke regarding ad valorem lien and levies.

Mr. David Gore spoke regarding the 2025 Regional Water Supply Plan.

**Consent Agenda**

**Finance/Outreach and Planning Committee**

**2.1 Office of Inspector General Employee Reimbursements Follow-up Audit**

Staff recommended the Board approve the Office of Inspector General Revenue Collections Follow-Up Audit.

**2.2 Office of Inspector General Revenue Collections Follow-up Audit**

Staff recommended the Board approve the Office of Inspector General Revenue Collections Follow-Up Audit.

**2.3 Board Encumbrance of the Capital Field Equipment Fund**

Staff recommended the Governing Board approve the encumbrance of up to \$1,141,120 in FY2025 fund balance within the Capital Field Equipment Fund to carry forward into FY2026 for planned expenditures as approved through the budgetary process.

**Resource Management Committee**

**2.4 Five-Year Water Resource Development Work Program**

Staff recommended the Board authorize staff to submit the proposed Five-Year Water Resource Development Work Program to the Florida Department of Environmental Protection for review. Authorize staff to make minor changes to the report following DEP conversations before finalizing within the CAR with no further Board action..

**2.5 FARMS – Windmill Farms Nurseries, Inc.– Phase 3–H838 (Hardee County)**

Staff recommended the Board:

1. Approve the Windmill Farms Nurseries, Inc. – Phase 3 project for a not-to-exceed project reimbursement of \$46,240 provided by the Governing Board;
2. Authorize the transfer of \$46,240 from fund 010 H017 Governing Board FARMS Fund to the H838 Windmill Farms Nurseries, Inc. – Phase 3 project fund;
3. Authorize the Division Director to sign the agreement.

**2.6 Approve the Coastal Zone 5 Watershed Management Plan Floodplain Information for Regulatory Use and to Update Flood Insurance Rate Maps in Pinellas County (Q149)**

Staff recommended the Board approve use of the Coastal Zone 5 Watershed Management Plan floodplain information for best information available by the District ERP program and to update Flood Insurance Rate Maps in Pinellas County.

**Operations, Lands and Resource Monitoring Committee**

**2.7 Residential Security Lease Agreement for Green Swamp West – SWF Parcel No. 19-706-119X (Pasco County)**

Staff recommended the Board:

- Approve the Residential Security Lease Agreement Between the Southwest Florida Water Management District and Officer Phillips; and
- Authorize the Governing Board Chair to execute the Agreement on behalf of the District; and
- Authorize staff to make minor changes or corrections to conform documents or correct scrivener's errors; any substantive changes will be subject to Governing Board review and approval; and
- Authorize staff to execute any other documents necessary to complete the transaction in accordance with the approved terms.

**2.8 Intergovernmental Agreement–Withlacoochee State Forest – SWF Parcel No. 15-347-130X, 19-707-110X (Hernando and Citrus Counties)**

Staff recommended the Board:

- Approve the Intergovernmental Agreement Between the Southwest Florida Water Management District and the Florida Forest Service for the Management of Natural Resources and Recreation on the Two Mile Prairie-Tsala Apopka Connector Project, and Chassahowitzka River and Coastal Swamps Project; and
- Authorize the Governing Board Chair to execute the Intergovernmental Agreement on behalf of the District; and
- Authorize staff to make minor changes or corrections to conform documents or correct scrivener's errors; any substantive changes will be subject to Governing Board review and approval; and
- Authorize staff to execute any other documents necessary to complete the transaction in accordance with the approved terms.

**Regulation Committee**

**2.9 Water Use Permit No. 20 021258.000, Fresh Plants LLC / Fresh Plants (DeSoto County)**

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

**General Counsel's Report**

**2.10 Release of Conservation Easement – Environmental Resource Permit Application No. 914841 – Shady Hills (Pasco County)**

Staff recommended the Board approve, accept, and execute the attached Release of Conservation Easement and Quit Claim Deed for the Shady Hills Project.

**2.11 Initiation and Approval of Rulemaking to Amend Rule 40D-2.091, Florida Administrative Code, to Incorporate by Reference the Outstanding Florida Springs Rules Adopted in Rules 62-41.400 through 62-41.402, F.A.C.**

Staff recommended the Board initiate rulemaking and approve the proposed rule language to amend Rule 40D-2.091, F.A.C., to incorporate Outstanding Florida Springs permitting criteria into Chapter 40D-2, F.A.C.

**2.12 Interagency Agreement between SFWMD and SWFWMD–Designation of Regulatory Responsibility to SFWMD for the Southeast Wellfield (Polk County)**

Staff recommended the Board approve the Interagency Agreement designating regulatory responsibility for the Southeast Wellfield to the South Florida Water Management District.

## **Executive Director's Report**

### **2.13 Approve Governing Board Minutes – August 26, 2025**

Staff recommended the Board approve the minutes as presented.

**A motion was made and seconded to approve the Consent Agenda. The motion carried unanimously. (Audio – 00:20:33)**

## **Finance/Outreach & Planning Committee**

Treasurer John Hall called the committee to order.

### **3.1 Consent Item(s) Moved to Discussion - None**

### **3.2 Fiscal Year 2027 Business Plan Update**

Ms. Mary Margaret Hull, PMP, APR, Senior Planner, presented an update on the Fiscal Year (FY) 2027 Business Plan. She explained the purpose of the Business Plan and how it integrates with the budget process and the District's Strategic Plan. Ms. Hull summarized the plan development that assisted in identifying the resource needs over a five-year period (FY2027-FY2031). She stated that Strength, Weakness, Opportunity, and Threat (SWOT) Analysis was performed to determine the overall strategic position. She outlined and summarized drivers associated with five programmatic teams. These included changing work force, population/new construction growth, water resource challenges, regulations and legislation. She summarized improvements to the business planning process, performance metrics, staffing considerations and resource trends. She outlined the next steps associated with the Business Plan. Ms. Hull responded to questions.

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

### **3.3 Office of Inspector General Fiscal Year 2025 Annual Report**

Mr. Brian Werthmiller, Inspector General, provided the FY2025 Annual report for the Office of Inspector General (OIG). He explained this report is required pursuant to Florida Statute and Governing Board policy. Mr. Werthmiller provided an overview of his required work functions. He provided a summary of the completed work products and other activities associated with the Inspector General office. He highlighted audits, investigations and reviews. Mr. Werthmiller responded to questions. Discussion ensued.

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

A Request to Speak card was received for this item.

Mr. David Gore spoke regarding a request he said he made to the Inspector General.

### **3.4 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**

### **4.2 Knowledge Management: Springs Coast Steering Committee Governing Board Policy**

Dr. Madison Trowbridge, Ph.D., Springs Scientist, presented proposed updates to the current policy. She provided a historical overview of the Springs Coast Steering Committee (SCSC). Dr. Trowbridge explained the reasons for the proposed changes and the benefits associated.

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

#### **4.3 Surface Water Improvement and Management Priority Water Body List**

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

#### **Operations, Lands and Resource Monitoring Committee**

Chair Mitten called the committee to order.

##### **5.1 Consent Item(s) Moved to Discussion - None**

##### **5.2 Offer for Surplus Lands – Tampa Bypass Canal (TBC-14), SWF Parcel No. 13-004-317S (Hillsborough County)**

Mr. Mike Singer, Real Estate Services Manager, provided a presentation which included historical information, an area map, and the offer amount.

Staff recommended the Board:

- Accept the offer of \$220,000;
- Approve the Contract for Sale and Purchase and authorize the Executive Director to sign on behalf of the District;
- Authorize the Chairman and Secretary of the Governing Board to execute the Quit Claim Deed and the Access Easement;
- 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 carried with eleven in favor and one opposed. (Audio – 01:05:05)**

#### **Regulation Committee**

No items were presented for discussion.

##### **6.1 Consent Item(s) Moved to Discussion - None**

#### **General Counsel's Report**

##### **7.1 Consent Item(s) Moved to Discussion - None**

##### **7.2 Approval of the District's Annual Regulatory Plan for 2025-2026**

Ms. Elizabeth Fernandez, Deputy General Counsel, provided an overview of the annual regulatory plan, statutory authority and processes associated. She explained the primary changes, a timeline of rules that are being reviewed and tracking requirements. Ms. Fernandez responded to questions.

Staff recommended the Board approve the District's Annual Regulatory Plan for 2025-2026 and execute the certification required by Section 120.74(1)(d), F.S.

**A motion was made and seconded to approve staff's recommendation. The motion carried unanimously. (Audio – 01:13:53)**

##### **7.3 Management Agreement Between the Southwest Florida Water Management District and Citrus County, Florida for the Chassahowitzka River Campground, SWF Parcel No. 15-347-105X (Citrus County)**

A Request to Speak card was received for this item.

Ms. Danielle Mosichuk spoke in support of the Chassahowitzka River Campground management agreement.

Mr. Chris Tumminia, General Counsel, presented historical information and an overview of the management agreement. He summarized key terms of the agreement. Staff responded to questions.

Staff recommended the Board:

- Approve and authorize the Chair to execute the proposed Management Agreement.
- Approve and authorize Citrus County to execute a short-term agreement with the existing management vendor pending the procurement of a longer-term agreement.

**A motion was made and seconded to approve staff's recommendation. The motion carried unanimously.** (Audio – 01:26:34)

#### **7.4 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 carried unanimously.** (Audio – 01:27:01)

#### **Committee/Liaison Reports**

##### **8.1 Industrial, Commercial & Institutional Advisory Committee**

A written summary of the meeting was provided.

##### **8.2 Public Supply Advisory Committee**

A written summary of the meeting was provided.

#### **Executive Director's Report**

##### **9.1 Executive Director's Report**

Mr. Brian Armstrong, Executive Director, provided highlights of his accomplishments for FY2025. A written summary was provided.

#### **Chair's Report**

##### **10.1 Chair's Report**

Chair Mitten asked if there were any additional comments the Board would like to present. None were presented.

Chair Mitten stated the Final FY2025 Budget Hearing will begin at 5:01 p.m. today.

The next regularly scheduled Governing Board meeting is at 9:00 a.m., Tuesday, October 28 at the Brooksville Service Office.

##### **10.2 Employee Milestones**

A written summary was provided.

##### **10.3 Executive Director's and Inspector General's Annual Evaluations**

Chair Mitten stated that in accordance with Board Policy 710-2, the executive director and inspector general will present their annual reports and accomplishments for the current fiscal year to the Governing Board. Packets were distributed to the Board Members to be completed. He explained that the Human Resources Office will compile and distribute a Performance Evaluation Summary for both the executive director and the inspector general. The Chair will recommend a final score for the executive director and the Treasurer will recommend a final score for the inspector general. The Board will vote on both recommendations at the October Board meeting.

#### **Adjournment**

The meeting adjourned at 4:40 p.m.

# **Governing Board Meeting**

**October 28, 2025**

## **3. FINANCE/OUTREACH & PLANNING COMMITTEE**

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**FINANCE/OUTREACH & PLANNING COMMITTEE**

**October 28, 2025**

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

**Presenters:**

Brandon Baldwin, Division Director, Business and IT Services Division

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

**FINANCE/OUTREACH & PLANNING COMMITTEE****October 28, 2025****Discussion: Information Item: Knowledge Management: Annual Review of Governing Board Policy, Investments*****Purpose***

To provide the Board with recommended modifications (if any) to the District's Investment Policy and to solicit input prior to the November 18, 2025 Board meeting.

A copy of the current Investment Policy is included for your review. Any recommended modifications by the governing board will be presented at the November governing board meeting as a discussion item. A copy of the policy with the changes redlined throughout the document will be provided in the November board packet, along with a "clean draft copy" of the revised Investment Policy and approval will be requested at that time.

If there are no modifications requested by the Governing Board members, a "clean draft copy" of the current policy will be included as a consent item in the November 2025 Board packet and approval will be requested at that time.

***Background***

The Board Policy requires a review of the District's Investment Policy within sixty (60) days following the end of each fiscal year and approval of any modifications made thereto. Fiscal year 2024-25 ended September 30, 2025 and a review is required. The policy has been reviewed by management and the District's investment advisory firm and there are no recommended modifications at this time.

***Benefits***

By reviewing and updating the District's Investment Policy within sixty (60) days following the end of the fiscal year, the Governing Board and management will be in compliance with the Investment Policy.

***Strategic Plan***

This Policy supports the responsible stewardship of public funds by ensuring the timely availability of operating and capital resources and by seeking investment returns that are competitive with comparable funds and market benchmarks. These practices enable the District to effectively cover operating costs and fulfill its core responsibilities in water supply, water quality, natural systems, and flood protection.

***Exhibits***

Investments Governing Board Policy

**Staff Recommendation:**

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

**Presenter:**

Brandon Baldwin, Division Director, Business and IT Services Division

# GOVERNING BOARD POLICY

Southwest Florida Water Management District

**Title: Investments**

**Document Owner:** Finance Bureau Chief  
**Approved By:** Board Chair

**Effective Date:** 11/19/2024  
**Supersedes:** 02/27/2024

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### PURPOSE

The purpose of this Investment Policy (hereinafter “Policy”) is to set forth the investment objectives and parameters for the management of the funds of the Southwest Florida Water Management District (hereinafter “District”). This Policy is designed to ensure the prudent management of public funds, the availability of operating and capital funds when needed, and an investment return competitive with comparable funds and financial market indices.

### SCOPE

This policy shall apply to all funds in excess of current operating expenses and shall be in compliance with Section 218.415, Florida Statutes, with the exception of funds related to the issuance of debt where there are other existing policies or indentures in effect for such funds.

### AUTHORITY

This policy is governed by the Governing Board and Sections 218.415, 280.02, 658.12, 11.45 Florida Statutes.

### DEFINITIONS

**Committee.** The Finance/Outreach and Planning Committee of the Governing Board or Board Chair appointed Ad Hoc Committee specifically authorized to act as the Committee for a quantified period of time.

**Designee.** The Finance Bureau Chief or the Accounting Manager provided they have sufficient investment management education and understanding.

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**Title: Investments**

**Effective Date: 11/19/2024**

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**District.** Southwest Florida Water Management District.

**Division Director.** The Business and Information Technology Services Division Director.

**Investment Manager.** A third-party person or entity having the responsibility for providing advice regarding the management of the Investment Portfolio and executing transactions in the Investment Portfolio. The District may have one or more Investment Managers.

**Investment Portfolio.** The portion of the District's Portfolio recommended by the Committee and approved by the Governing Board for investment pursuant to Section X of this Policy.

**Liquidity Portfolio.** The portion of the District's Portfolio managed internally by District staff. This portion of the portfolio is limited to the security types described in Section X (a), (b), (c), (d), (i), and (o) of this Policy. The requirements of Section X for each of these security types will apply with the further restriction that security maturities in this portfolio may not exceed twelve (12) months.

**Policy.** The District's Investment Policy.

**Portfolio.** The total cash, investments, and other funds held by the District under the District's control.

**Third-party Custodian.** Any bank depository chartered by the federal government, the State of Florida, or any other state or territory of the United States which has a branch or principal place of business in the State of Florida, or by a national association organized and existing under the laws of the United States which is authorized to accept and execute trusts, and which is doing business in the State of Florida.

**Attachments:** Please see attachment A for a glossary of cash and investment Management Terms.

## STANDARDS

The following standards shall apply:

- Ethical Standards.** Governing Board members and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program, or which could impair their ability to make impartial investment decisions. Governing Board members and employees involved in the investment process shall disclose to the District any material financial interests in financial institutions that conduct business with the District, and any material personal financial/investment positions that could be related to the performance of the Portfolio.
- Standard of Prudence.** The standard of prudence to be used by investment officials, who are officers or employees of the District, shall be the "Prudent Person Rule" and shall be applied in the context of managing the Portfolio. Investment officers acting in accordance with written procedures and this Policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectation are reported to the Executive Director and the Committee in a timely fashion and the liquidity and the sale of securities are carried out in accordance with the terms of this Policy. The "Prudent Person Rule" states the following:

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Investments should be made with judgment and care, under circumstances then prevailing, which persons of prudence, discretion, and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived from the investment.

While the standard of prudence to be used by investment officials who are officers or employees of the District is the "Prudent Person Rule," any person or firm hired or retained to invest, monitor, or advise concerning these assets shall be held to the higher standard of "Prudent Expert." The Prudent Expert Standard requires the advisor to act with the care, skill, prudence, and diligence, under the circumstances then prevailing, that a prudent investment expert acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims, provided, however that this standard of care shall in no case be, or be interpreted to be, less stringent or less restrictive than any investment standard or standards, now in effect or included by amendment effective in the future, prescribed for investments by Florida law.

3. **Fiduciary Standard.** The Southwest Florida Water Management District recognizes its fiduciary responsibility to manage and safeguard the assets of the District. An effective cash management program is essential to good fiscal management.

## POLICY

### I. INVESTMENT OBJECTIVES:

The investment objectives of the District's Policy, in order of priority, are to provide safety of capital, liquidity of funds, and the optimal rate of return on investments at the time of investment. The District will utilize a strategy for investment portfolios that allows for the sale of securities prior to their scheduled maturity dates for purposes of improving the portfolio's credit quality, liquidity, yield, or return profile in response to changing market conditions or District circumstances.

1. **Safety of Capital** – The safety of capital is the foremost objective of the District's Policy. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital. The objective will be to mitigate credit risk and interest rate risk. Investment transactions shall seek to keep capital losses at a minimum, whether they are from securities defaults or erosion of market value. To attain this objective, diversification is required in order that potential losses on individual securities do not exceed the income generated from the remainder of the portfolio.

- (a) **Credit Risk** – The District will minimize credit risk of loss due to the failure of the security by:

- i. Limiting investments to the authorized investments in the Policy.
- ii. Pre-qualifying the financial institutions, broker/dealers, intermediaries, and advisers with which the District will do business.
- iii. Diversifying the Investment Portfolio to protect against losses on individual securities.
- iv. Performing initial and ongoing credit analysis and review of all credit-sensitive securities held in the portfolio.

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**(b) Interest Rate Risk** – The District will minimize the risk that the market value of securities in the Investment Portfolio will fall due to changes in general interest rates by investing Core funds in strategies of appropriate average maturity and duration consistent with the District's risk tolerance and its willingness and ability to withstand related portfolio volatility and fluctuations in market value to include:

- i. Structuring the Investment Portfolio so that securities mature to meet cash requirements for ongoing operations, thereby avoiding the need to sell securities on the open market prior to maturity.
- ii. Investing operating funds (non-short-term and long-term funds) primarily in shorter-term securities, Florida PRIME, money market mutual funds or interest-bearing time deposits, or savings accounts.
- iii. Actively managing the Core fund portfolios with a duration that is +/- 25% of the selected benchmark duration and adjusting portfolio duration targets as needed.

2. **Liquidity of Funds** – The Portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This will be accomplished by structuring the Portfolio so that securities mature concurrent with cash needs so as to meet anticipated demands. Furthermore, since all possible cash demands cannot be anticipated, the Investment Portfolio should consist largely of securities with active secondary markets. A portion of the Portfolio should be placed in investments that offer same-day liquidity for short-term funds, such as the Florida PRIME or money market mutual funds. Periodic cash-flow analyses will be completed in order to ensure that the portfolios are positioned to provide sufficient liquidity.

3. **Optimal Rate of Return** – The Investment Portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account the investment risk constraints and liquidity needs. Return on investment is of secondary importance compared to the safety and liquidity objectives described above. Investment return is attempted through active management where the District utilizes a total return strategy, which includes both realized and unrealized gains and losses in the Portfolio. This total return strategy seeks to increase the value of the Investment Portfolio through reinvestment of income and capital gains. Return on investment for the portion of the District's Investment Portfolio that is passively managed is attempted by selecting an authorized investment that provides an optimal yield given the requirements within the Policy, while meeting the District's anticipated liquidity needs. Investments are limited to those relatively low-risk securities authorized in the anticipation of earning a fair return relative to the risk being assumed. Securities may be purchased at a premium or traded for other securities to improve yield, maturity, or credit risk. For these transactions, a loss may be incurred for accounting purposes to achieve relative value based on its potential to enhance the total return of the Investment Portfolio.

## **GOVERNING BOARD POLICY**

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### **II. DELEGATION OF AUTHORITY:**

The District's Governing Board shall be responsible for approving changes to the District's Policy. The responsibility for providing guidance and approval of the District's investment strategy, within the parameters of the Policy, resides with the Committee. The management responsibility for all District funds in the Portfolio and investment transactions is delegated to the Division Director or, in the absence of the Division Director, to the Designee. The Division Director or the Designee will be responsible for managing the Liquidity Portfolio. The Investment Manager shall provide active management for the District's designated funds. The Investment Manager must be registered under the Investment Advisors Act of 1940. The Division Director shall establish written procedures for the operation of the Investment Portfolio and a system of internal accounting and administrative controls to regulate the activities of employees.

### **III. PERFORMANCE MEASUREMENT:**

In order to assist in the evaluation of the Portfolio's performance, the District will use performance benchmarks for the short-term and long-term portfolios. The use of benchmarks will allow the District to measure its returns against other investors in the same markets. With the exception of portfolios managed by external investment advisors, performance calculations will not include any balances invested in the overnight sweep accounts. A benchmark should not be chosen that will induce the individual making the investment to take on undue risk in order to outperform the benchmark.

- (a) A short-term index such as the 3, 6, or 12-Month U.S. Treasury Bill Index or S&P Rated GIP Index Government 30 Day Gross Yield will be used as a benchmark for comparison with the Portfolio's net book value rate of return for current operating funds (short-term portfolio). The duration of the index should be similar to that of the short-term portfolio for performance comparison.
- (b) Investment performance of funds designated as Core Funds and other non-operating funds that have a longer-term investment horizon (Core Portfolio), that are actively managed, will be compared to a national recognized benchmark that may include the ICE BofA 1-3 Year AAA-AA US Corporate & Government Index, the ICE BofA 1-5 Year AAA-AA US Corporate & Government Index or similar indices. The appropriate indices will have a duration and asset mix that approximates that of the Investment Portfolio(s) and will be utilized as a benchmark to be compared to the Investment Portfolio's total rate of return. The District can choose different performance benchmarks if the investment strategy for the Core Portfolio changes.
- (c) Investment performance of funds designated as long-term assets and other non-operating funds that have a longer-term investment horizon (Long-Term Portfolio), that are actively managed, will be compared to a national recognized benchmark that may include the ICE BofA 3-5 Year AAA-AA US Corporate & Government Index or similar indices. The appropriate indices will have a duration and asset mix that approximates that of the Investment Portfolio(s) and will be utilized as a benchmark to be compared to the Investment Portfolio's total rate of return. The District can choose different performance benchmarks if the investment strategy for the Long-Term Portfolio changes. The market value of this portfolio shall be determined based on the District's cash flow needs, risk tolerances, and shall be managed in accordance with this policy. The market value of the 3-5 year portfolio shall be approved by the District's Governing Board at least annually.

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### IV. MATURITY AND LIQUIDITY:

Investments shall be structured in such manner as to provide sufficient liquidity to pay obligations of the District in a timely manner. The Division Director, or Designee, shall sufficiently allocate resources to the short- and long-term investment portfolios. Maturity and average life are measured from settlement date. The final maturity date can be based on any mandatory call, put, pre-refunding date, or other mandatory redemption date.

- (a) **Operating Funds** (Short-Term Investment Portfolio). To the extent possible, an attempt will be made to match investment maturities with known cash needs and anticipated cash-flow requirements. Investments of current operating funds shall have maturities of no longer than thirty-six (36) months.
- (b) **Core Funds** (Core Investment Portfolio). Investments of reserves, project funds, and other non-operating funds ("Core Funds") shall have a final maturity appropriate to the need for funds, but in no event shall individual security maturities exceed five (5) years. The weighted average duration of the Core Funds as a whole shall not exceed three (3) years.
- (c) **Long Term Funds** (Long Term Investment Portfolio). Investments of reserves, project funds, and other non-operating funds ("Long Term Funds") shall have a final maturity appropriate to the need for funds, but in no event shall individual security maturities exceed five (5) years. The weighted average duration of the Long-Term Funds as a whole shall not exceed four and a half (4.5) years.

### V. AUTHORIZED INVESTMENTS AND PORTFOLIO COMPOSITION:

Investments should be made subject to the District's cash-flow needs. Such cash-flows are subject to revisions as market conditions and the District's needs change. However, when the invested funds are needed in whole or in part for the purpose originally intended or for more optimal investments, the Division Director or Designee may sell or request that the Investment Manager sell the investment at the then-prevailing market price and place the proceeds into the proper account at the District's custodian.

The following table contains the investment requirements and allocation limits on security types, issuers, and maturities, as established by the District. The Division Director shall have the option to further restrict investment percentages based on market conditions, risk, and diversification investment strategies. The percentage allocation and credit quality requirements for investment types and issuers are calculated based on the market value and credit ratings of each investment at the time of purchase. Investments not listed in this Policy are prohibited. In the event of a ratings downgrade of a security to below levels required for purchase by this policy, the Investment Manager shall notify the Division Director within five business days of such a decline in the required rating. The Investment Manager and the Division Director will review the individual facts and circumstances of the situation and determine an appropriate course of action.

Due to fluctuations in the aggregate invested balance, the maximum percentage issuer and allocation limits of this policy apply at the time of purchase and may be exceeded from time to time and shall not require liquidation to realign the portfolio. However, consideration should be given to this matter when future purchases are made.

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Security Type		Minimum Rating Requirement	Maturity Limits	Maximum Allocation Limit	Maximum Issuer Limit
I	Florida PRIME	AAAm	N/A	50%	N/A
II	Intergovernmental Investment Pool	AAAm/AAAf	N/A	25%	N/A
III	United States Government Securities	N/A	5 Years	100%	N/A
IV	United States Government Agencies (full faith and credit of the United States Government)	N/A	5 Years	50%	25%
V	Federal Instrumentalities (United States Government Sponsored Enterprises ("GSE") which are non-full faith and credit). *	N/A	5 Years	75%	40%
VI	Agency Mortgage-Backed Securities (MBS) *	N/A	5 Years Weighted Average Life (WAL)	30%	20%
VII	Non-Negotiable Interest Bearing Time Deposits or Savings Accounts	N/A	1 Years	25%	15%
VIII	State and/or Local Government Taxable and/or Tax-Exempt Debt	Long Term: "A" category by two NRSROs** Short Term: SP-2 or MIG-2	5 Years	25%	10%
VIX	Registered Investment Companies (Money Market Mutual Funds)	AAAm	N/A	50%	25%
X	Registered Investment Companies (Mutual Funds)	AAAf	N/A	25%	15%
XI	Repurchase Agreements	N/A	90 Days	50%	25%
XII	Bankers' Acceptances	Highest rating by two NRSROs**	180 Days	35%	10%
XIII	Commercial Paper***	A-1/Prime-1	270 Days	35%	5%
XIV	Asset-Backed Commercial Paper***	A-1/Prime-1	270 Days	35%	5%
XV	Asset-Backed Securities***	Double ("AA) category by any two NRSRO's**	5 Years (WAL)	25%	5%
XVI	Corporate Notes***	Single "A" category by any two NRSROs**	5 Years	35%	5%

\*The combined maximum amount of available funds invested in Federal Instrumentalities and Agency mortgage-backed securities will not exceed seventy-five percent (75%).

\*\*National Recognized Statistical Rating Organization (NRSRO).

\*\*\*The maximum amount of corporate investments will not exceed forty percent (40%). Therefore, the combination of Section (XIII) Commercial Paper, Section (XIV) Asset-Backed Commercial Paper, Section (XV) Asset-Backed Securities, and Section (XVI) Corporate Notes shall not exceed forty percent (40%). Corporate Notes are limited to 15% per industry as determined using the Bloomberg Industry Classification Standards (BICS).

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Additional details about the requirements for each security type in the table above are provided in Attachment C: Security Type Purchase and Allocation Guidelines.

### **VI. RISK AND DIVERSIFICATION:**

Assets held shall be diversified to the extent practicable to control the risk of loss resulting from over-concentration of assets in a specific maturity, issuer, instrument, dealer, or bank through which financial instruments are bought and sold. Diversification strategies within the established guidelines shall be reviewed and revised periodically by the Committee.

### **VII. DERIVATIVES AND REVERSE REPURCHASE AGREEMENTS:**

Investment in any derivative products or the use of reverse repurchase agreements is prohibited. A "derivative" is defined as a financial instrument the value of which depends on, or is derived from, the value of one or more underlying assets, indices, or asset values.

### **VIII. AUTHORIZED INVESTMENT INSTITUTIONS AND DEALERS:**

The Division Director (or Designee) shall only purchase securities from financial institutions that are qualified as public depositories by the Chief Financial Officer of the State of Florida or from private securities brokers/dealers designated as "primary dealers" by the Federal Reserve Bank of New York. Qualified public depositories may provide the services of a securities dealer through a Section 20 subsidiary of the financial institution or from direct issuers of commercial paper and bankers' acceptances.

The Investment Manager shall utilize and maintain its own list of approved primary and non-primary dealers.

### **IX. THIRD-PARTY CUSTODIAL AGREEMENTS:**

The Division Director will execute a Third-Party Custodial Safekeeping Agreement with a commercial bank, which is separately chartered by the United States government or the State of Florida. All securities purchased and/or collateral obtained, with the exception of certificates of deposits, by the Division Director or Designee shall be properly designated as an asset of the District and held in safekeeping by the bank and no withdrawal of such securities, in whole or in part, shall be made from safekeeping, except by an authorized Finance Bureau staff member. The Third-Party Custodial Safekeeping Agreement shall include letters of authority from the Division Director, details as to responsibilities of each party, notification of security purchases, sales, delivery, wire transfers, safekeeping, and transaction costs, and procedures in case of wire failure or other unforeseen mishaps, including liability of each party.

The custodian shall accept transaction instructions only from those persons who have been duly authorized by the District and which authorization has been provided, in writing, to the custodian. No withdrawal of securities, in whole or in part, shall be made from safekeeping, unless by such a duly authorized person.

The custodian shall provide the Division Director or Designee with monthly statements that provide detail information on the securities held by the custodian. Security transactions between authorized investment institutions and dealers and the custodian involving the purchase or sale of securities by transfer of money or securities must be made on a "delivery versus payment" basis, if applicable, to ensure that the custodian will have the security or money, as appropriate,

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in hand at the conclusion of the transaction. Securities held as collateral shall be held free and clear of any liens. Certificates of deposits will be placed in the provider's safekeeping department for the term of the deposit.

### **X. MASTER REPURCHASE AGREEMENT:**

The District will require all approved institutions and dealers transacting repurchase agreements to execute and perform as stated in the Securities Industry and Financial Markets Association (SIFMA) Master Repurchase Agreement. All repurchase agreement transactions will adhere to requirements of the SIFMA Master Repurchase Agreement.

### **XI. COMPETITIVE SELECTION:**

After the Division Director, Designee, or Investment Manager, has determined the approximate maturity date based on cash-flow needs and market conditions and has analyzed and selected one or more optimal types of investments, a minimum of three (3) authorized investment institutions or dealers must be contacted and asked to provide bids/offers on securities in question. Bids will be held in confidence until the bid/offer deemed to best meet the investment objectives is determined and selected.

However, if obtaining multiple bids/offers is not feasible and appropriate, securities may be purchased utilizing the comparison to current market price method on an exception basis. Acceptable current market price providers include, but are not limited to the following:

- 1) TradeWeb
- 2) Bloomberg Financial System
- 3) Wall Street Journal or a comparable recognized financial publication
- 4) Daily market pricing provided by the District's custodian bank or correspondent institutions

The Division Director or the Investment Manager shall utilize the competitive bid process to select the securities to be purchased or sold. Competitive solicitations wherein at least three (3) authorized investment institutions or dealers are contacted and only one bid/offer is received shall satisfy the competitive selection requirements of this policy. Selection by comparison to a current market price, as indicated above, shall only be utilized when in judgment of the Division Director or the Investment Manager, competitive bidding is not available, or would inhibit the selection process.

Examples of when this method may be used include:

- A. When time constraints due to unusual circumstances preclude the use of the competitive bidding process.
- B. When no active market exists for the issue being traded due to the age or depth of the issue.
- C. When a security is unique to a single dealer, for example, a private placement or secondary market offerings that are not widely offered or available.
- D. When the transaction involves new issues or issues in the "when issued" market.

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When purchasing new issue securities, no competitive offerings will be required as all dealers in the selling group offer those securities at the same original issue price. Competitive or negotiated new issue municipal securities wherein the Investment Manager submits an offer alongside that of a participating broker-dealer may be purchased provided that the investment manager believes the offered level represents appropriate value for the investment risks assumed. Overnight sweep investments or repurchase agreements will not be bid but may be placed with the District's depository bank relating to the demand account for which the sweep investments or repurchase agreements were purchased.

### **XII. INTERNAL CONTROLS:**

The Division Director and/or Designee shall establish a system of internal controls and operational procedures. The internal control structure shall be designed to provide reasonable assurance that the assets of the District are protected from loss, theft or misuse that might arise from fraud, employee error, misrepresentation by third parties, or imprudent actions by District employees. The internal control structure will be reviewed during the annual financial audit conducted by independent auditors.

The Division Director will report any non-compliance with the District's Policy or adopted investment strategy to the Inspector General, Executive Director, General Counsel, and Chair of the Committee immediately upon becoming aware of the situation.

### **XIII. CONTINUING EDUCATION:**

The Division Director and Designee shall complete eight (8) hours of continuing education annually in subjects or courses of study related to investment practices and products.

### **XIV. REPORTING:**

The Division Director shall report at least quarterly to the Executive Director and the Governing Board and shall provide quarterly investment reports. Schedules in the quarterly report shall include, but not be limited to, 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 (total rate of return performance for actively

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managed portfolios for the entire year) and will compare the results to the above-stated performance benchmarks. All investments shall be reported at fair value per GASB standards. Investment reports shall be available to the public.

### **XV. SECURITIES DISPOSITION:**

Every security purchased on behalf of the District must be properly earmarked and, if in book entry form, must be held for the credit of the District by a depository chartered by the federal government, the state, or any other state or territory of the United States which has a branch or principal place of business in the State of Florida as defined in Section 658.12, Florida Statutes, or by a national association organized and existing under the laws of the United States which is authorized to accept and execute trusts and which is doing business in the State of Florida, and must be kept by the depository in an account separate and apart from the assets of the financial institution.

### **XVI. PREEMPTION:**

Any provision of any special act, municipal charter, or other law which prohibits or restricts the District from complying with Section 218.415, Florida Statutes, or any rules adopted under Section 218.415, Florida Statutes, is void to the extent of the conflict.

### **XVII. AUDITS:**

Certified public accountants conducting audits of the District pursuant to Section 11.45, Florida Statutes, shall report, as part of the audit, whether or not the District has complied with Section 218.415, Florida Statutes.

### **XVIII. INVESTMENT DECISIONS:**

The investment decisions for the District's investment program must be based solely on pecuniary factors and may not subordinate the interests of the beneficiaries of the investments to other objectives, including sacrificing investment return or undertaking additional investment risk to promote any nonpecuniary factor. The weight given to any pecuniary factor must appropriately reflect a prudent assessment of its impact on risk or returns. As used in this policy, "pecuniary factor" has the same meaning as defined section 218.415(24)(a), Florida Statutes.

### **XIX. INVESTMENT POLICY ADOPTION:**

This Policy shall be adopted by the Governing Board.

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### Attachment A

#### Glossary of Cash and Investment Management Terms

The following is a glossary of key investing terms, many of which appear in the Southwest Florida Water Management District's investment policy. This glossary clarifies the meaning of investment terms generally used in cash and investment management. This glossary has been adapted from the GFOA Sample Investment Policy and the Association of Public Treasurers of the United States and Canada's Model Investment Policy.

**Accrued Interest.** Interest earned but which has not yet been paid or received.

**Agency.** See "Federal Agency Securities."

**Ask Price.** Price at which a broker/dealer offers to sell a security to an investor. Also known as "offered price."

**Asset Backed Securities (ABS).** A fixed-income security backed by notes or receivables against assets other than real estate. Generally issued by special purpose companies that "own" the assets and issue the ABS. Examples include securities backed by auto loans, credit card receivables, home equity loans, manufactured housing loans, farm equipment loans, and aircraft leases.

**Average Life.** The average length of time that an issue of serial bonds and/or term bonds with a mandatory sinking fund feature is expected to be outstanding.

**Bankers' Acceptance (BA's).** A draft or bill of exchange drawn upon and accepted by a bank. Frequently used to finance shipping of international goods. Used as a short-term credit instrument, bankers' acceptances are traded at a discount from face value as a money market instrument in the secondary market on the basis of the credit quality of the guaranteeing bank.

**Basis Point.** One hundredth of one percent, or 0.01%. Thus 1% equals 100 basis points.

**Bearer Security.** A security whose ownership is determined by the holder of the physical security. Typically, there is no registration on the issuer's books. Title to bearer securities is transferred by delivery of the physical security or certificate. Also known as "physical securities."

**Benchmark Bills.** In November 1999, FNMA introduced its Benchmark Bills program, a short-term debt securities issuance program to supplement its existing discount note program. The program includes a schedule of larger, weekly issues in three- and six-month maturities and biweekly issues in one-year for Benchmark Bills. Each issue is brought to market via a Dutch (single price) auction. FNMA conducts a weekly auction for each Benchmark Bill maturity and accepts both competitive and non-competitive bids through a web-based auction system. This program is in addition to the variety of other discount note maturities, with rates posted on a daily basis, which FNMA offers. FNMA's Benchmark Bills are unsecured general obligations that are issued in book-entry form through the Federal Reserve Banks. There are no periodic payments of interest on Benchmark Bills, which are sold at a discount from the principal amount and payable at par at maturity. Issues under the Benchmark program constitute the same credit standing as other FNMA discount notes; they simply add organization and liquidity to the short-term Agency discount note market.

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**Benchmark Notes/Bonds.** Benchmark Notes and Bonds are a series of FNMA “bullet” maturities (non-callable) issued according to a pre-announced calendar. Under its Benchmark Notes/Bonds program, 2, 3, 5, 10, and 30-year maturities are issued each quarter. Each Benchmark Notes new issue has a minimum size of \$4 billion, 30-year new issues having a minimum size of \$1 billion, with re-openings based on investor demand to further enhance liquidity. The amount of non-callable issuance has allowed FNMA to build a yield curve in Benchmark Notes and Bonds in maturities ranging from 2 to 30 years. The liquidity emanating from these large size issues has facilitated favorable financing opportunities through the development of a liquid overnight and term repo market. Issues under the Benchmark program constitute the same credit standing as other FNMA issues; they simply add organization and liquidity to the intermediate- and long-term Agency market.

**Benchmark.** A market index used as a comparative basis for measuring the performance of an investment portfolio. A performance benchmark should represent a close correlation to investment guidelines, risk tolerance, and duration of the actual portfolio's investments.

**Bid Price.** Price at which a broker/dealer offers to purchase a security from an investor.

**Bond.** Financial obligation for which the issuer promises to pay the bondholder (the purchaser or owner of the bond) a specified stream of future cash-flows, including periodic interest payments and a principal repayment.

**Book Entry Securities.** Securities that are recorded in a customer's account electronically through one of the financial markets electronic delivery and custody systems, such as the Fed Securities wire, DTC, and PTC (as opposed to bearer or physical securities). The trend is toward a certificate-free society in order to cut down on paperwork and to diminish investors' concerns about the certificates themselves. The vast majority of securities are now book entry securities.

**Book Value.** The value at which a debt security is reflected on the holder's records at any point in time. Book value is also called “amortized cost” as it represents the original cost of an investment adjusted for amortization of premium or accretion of discount. Also called “carrying value.” Book value can vary over time as an investment approaches maturity and differs from “market value” in that it is not affected by changes in market interest rates.

**Broker/Dealer.** A person or firm transacting securities business with customers. A “broker” acts as an agent between buyers and sellers and receives a commission for these services. A “dealer” buys and sells financial assets from its own portfolio. A dealer takes risk by owning inventory of securities, whereas a broker merely matches up buyers and sellers. See also “Primary Dealer.”

**Bullet Notes/Bonds.** Notes or bonds that have a single maturity date and are non-callable.

**Call Date.** Date at which a call option may be or is exercised.

**Call Option.** The right, but not the obligation, of an issuer of a security to redeem a security at a specified value and at a specified date or dates prior to its stated maturity date. Most fixed-income calls are a par but can be at any previously established price. Securities issued with a call provision typically carry a higher yield than similar securities issued without a call feature. There are three primary types of call options (1) European – one-time calls, (2) Bermudan – periodically on a predetermined schedule (quarterly, semi-annual, annual), and (3) American – continuously

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callable at any time on or after the call date. There is usually a notice period of at least 5 business days prior to a call date.

**Callable Bonds/Notes.** Securities which contain an imbedded call option giving the issuer the right to redeem the securities prior to maturity at a predetermined price and time.

**Certificate of Deposit (CD).** Bank obligation issued by a financial institution generally offering a fixed rate of return (coupon) for a specified period of time (maturity). Can be as long as 10 years to maturity, but most CDs purchased by public agencies are one year and under.

**Collateral.** Investment securities or other property that a borrower pledges to secure repayment of a loan, secure deposits of public monies, or provide security for a repurchase agreement.

**Collateralization.** Process by which a borrower pledges securities, property, or other deposits for securing the repayment of a loan and/or security.

**Collateralized Mortgage Obligation (CMO).** A security that pools together mortgages and separates them into short, medium, and long-term positions (called tranches). Tranches are set up to pay different rates of interest depending upon their maturity. Interest payments are usually paid monthly. In "plain vanilla" CMOs, principal is not paid on a tranche until all shorter tranches have been paid off. This system provides interest and principal in a more predictable manner. A single pool of mortgages can be carved up into numerous tranches each with its own payment and risk characteristics.

**Commercial Paper.** Short term unsecured promissory note issued by a company or financial institution. Issued at a discount and matures for par or face value. Usually, a maximum maturity of 270 days and given a short-term debt rating by one or more NRSROs.

**Convexity.** A measure of a bond's price sensitivity to changing interest rates. A high convexity indicates greater sensitivity of a bond's price to interest rate changes.

**Corporate Note.** A debt instrument issued by a corporation with a maturity of greater than one year and less than ten years.

**Counterparty.** The other party in a two-party financial transaction. "Counterparty risk" refers to the risk that the other party to a transaction will fail in its related obligations. For example, the bank or broker/dealer in a repurchase agreement.

**Coupon Rate.** Annual rate of interest on a debt security, expressed as a percentage of the bond's face value.

**Current Yield.** Annual rate of return on a bond based on its price. Calculated as (coupon rate / price) but does not accurately reflect a bond's true yield level.

**Custody.** Safekeeping services offered by a bank, financial institution, or trust company, referred to as the "custodian." Service normally includes the holding and reporting of the customer's securities, the collection and disbursement of income, securities settlement, and market values.

**Dealer.** A dealer, as opposed to a broker, acts as a principal in all transactions, buying and selling for his/her own account.

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**Delivery Versus Payment (DVP).** Settlement procedure in which securities are delivered versus payment of cash, but only after cash has been received. Most security transactions, including those through the Fed Securities Wire system and DTC, are done DVP as a protection for both the buyer and seller of securities.

**Depository Trust Company (DTC).** A firm through which members can use a computer to arrange for securities to be delivered to other members without physical delivery of certificates. A member of the Federal Reserve System and owned mostly by the New York Stock Exchange, the Depository Trust Company uses computerized debit and credit entries. Most corporate securities, commercial paper, CDs, and Bas clear through DTC.

**Derivatives.** (1) Financial instruments whose return profile is linked to, or derived from, the movement of one or more underlying index or security, and may include a leveraging factor, or (2) financial contracts based upon notional amounts whose value is derived from an underlying index or security (interest rates, foreign exchange rates, equities, or commodities). For hedging purposes, common derivatives are options, futures, interest rate swaps, and swaptions. All Collateralized Mortgage Obligations (CMOs) are derivatives.

**Derivative Security.** Financial instrument created from, or whose value depends upon, one or more underlying assets or indexes of asset values.

**Designated Bond.** FFCB's regularly issued, liquid, non-callable securities that generally have a 2 or 3-year original maturity. New issues of Designated Bonds are \$1 billion or larger. Re-openings of existing Designated Bond issues are generally a minimum of \$100 million. Designated Bonds are offered through a syndicate of two to six dealers. Twice each month the Funding Corporation announces its intention to issue a new Designated Bond, reopen an existing issue, or to not issue or reopen a Designated Bond. Issues under the Designated Bond program constitute the same credit standing as other FFCB issues; they simply add organization and liquidity to the intermediate- and long-term Agency market.

**Discount Notes.** Unsecured general obligations issued by Federal Agencies at a discount. Discount notes mature at par and can range in maturity from overnight to one year. Very large primary (new issue) and secondary markets exist.

**Discount Rate.** Rate charged by the system of Federal Reserve Banks on overnight loans to member banks. Changes to this rate are administered by the Federal Reserve and closely mirror changes to the "fed funds rate."

**Discount Securities.** Non-interest bearing money market instruments that are issued at discount and redeemed at maturity for full face value. Examples include U.S. Treasury Bills, Federal Agency Discount Notes, Bankers' Acceptances, and Commercial Paper.

**Discount.** The amount by which a bond or other financial instrument sells below its face value. See also "Premium."

**Diversification.** Dividing investment funds among a variety of security types, maturities, industries, and issuers offering potentially independent returns.

**Dollar Price.** A bond's cost expressed as a percentage of its face value. For example, a bond quoted at a dollar price of 95 1/2, would have a principal cost of \$955 per \$1,000 of face value.

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**Duff & Phelps.** One of several NRSROs that provide credit ratings on corporate and bank debt issues.

**Duration.** The weighted average maturity of a security's or portfolio's cash-flows, where the present values of the cash-flows serve as the weights. The greater the duration of a security/portfolio, the greater its percentage price volatility with respect to changes in interest rates. Used as a measure of risk and a key tool for managing a portfolio versus a benchmark and for hedging risk. There are also different kinds of duration used for different purposes (e.g., MacAuley Duration, Modified Duration).

**Fannie Mae.** See "Federal National Mortgage Association."

**Fed Money Wire.** A computerized communications system that connects the Federal Reserve System with its member banks, certain U. S. Treasury offices, and the Washington D.C. office of the Commodity Credit Corporation. The Fed Money Wire is the book entry system used to transfer cash balances between banks for themselves and for customer accounts.

**Fed Securities Wire.** A computerized communications system that facilitates book entry transfer of securities between banks, brokers, and customer accounts, used primarily for settlement of U.S. Treasury and Federal Agency securities.

**Fed.** See "Federal Reserve System."

**Federal Agency Security.** A debt instrument issued by one of the Federal Agencies. Federal Agencies are considered second in credit quality and liquidity only to U.S. Treasuries.

**Federal Agency.** Government sponsored/owned entity created by the U.S. Congress, generally for the purpose of acting as a financial intermediary by borrowing in the marketplace and directing proceeds to specific areas of the economy considered to otherwise have restricted access to credit markets. The largest Federal Agencies are GNMA, FNMA, FHLMC, FHLB, FFCB, SLMA, and TVA.

**Federal Deposit Insurance Corporation (FDIC).** Federal agency that insures deposits at commercial banks, currently to a limit of \$250,000 per depositor per bank.

**Federal Farm Credit Bank (FFCB).** One of the large Federal Agencies. A government sponsored enterprise (GSE) system that is a network of cooperatively owned lending institutions that provides credit services to farmers, agricultural cooperatives, and rural utilities. The FFCBs act as financial intermediaries that borrow money in the capital markets and use the proceeds to make loans and provide other assistance to farmers and farm-affiliated businesses. Consists of the consolidated operations of the Banks for Cooperatives, Federal Intermediate Credit Banks, and Federal Land Banks. Frequent issuer of discount notes, agency notes and callable agency securities. FFCB debt is not an obligation of, nor is it guaranteed by the U.S. government, although it is considered to have minimal credit risk due to its importance to the U.S. financial system and agricultural industry. Also, issues notes under its "designated note" program.

**Federal Funds (Fed Funds).** Funds placed in Federal Reserve Banks by depository institutions in excess of current reserve requirements, and frequently loaned or borrowed on an overnight basis between depository institutions.

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**Federal Funds Rate (Fed Funds Rate).** The interest rate charged by a depository institution lending Federal Funds to another depository institution. The Federal Reserve influences this rate by establishing a “target” Fed Funds rate associated with the Fed’s management of monetary policy.

**Federal Home Loan Bank System (FHLB).** One of the large Federal Agencies. A government sponsored enterprise (GSE) system, consisting of wholesale banks (currently twelve district banks) owned by their member banks, which provides correspondent banking services and credit to various financial institutions, financed by the issuance of securities. The principal purpose of the FHLB is to add liquidity to the mortgage markets. Although FHLB does not directly fund mortgages, it provides a stable supply of credit to thrift institutions that make new mortgage loans. FHLB debt is not an obligation of, nor is it guaranteed by the U.S. government, although it is considered to have minimal credit risk due to its importance to the U.S. financial system and housing market. Frequent issuer of discount notes, agency notes and callable agency securities. Also, issues notes under its “global note” and “TAP” programs.

**Federal Home Loan Mortgage Corporation (FHLMC or “Freddie Mac”).** One of the large Federal Agencies. A government sponsored public corporation (GSE) that provides stability and assistance to the secondary market for home mortgages by purchasing first mortgages and participation interests financed by the sale of debt and guaranteed mortgage-backed securities. FHLMC debt is not an obligation of, nor is it guaranteed by the U.S. government, although it is considered to have minimal credit risk due to its importance to the U.S. financial system and housing market. Frequent issuer of discount notes, agency notes, callable agency securities, and MBS. Also, issues notes under its “reference note” program.

**Federal National Mortgage Association (FNMA or “Fannie Mae”).** One of the large Federal Agencies. A government sponsored public corporation (GSE) that provides liquidity to the residential mortgage market by purchasing mortgage loans from lenders, financed by the issuance of debt securities and MBS (pools of mortgages packaged together as a security). FNMA debt is not an obligation of, nor is it guaranteed by the U.S. government, although it is considered to have minimal credit risk due to its importance to the U.S. financial system and housing market. Frequent issuer of discount notes, agency notes, callable agency securities and MBS. Also, issues notes under its “benchmark note” program.

**Federal Reserve Bank.** One of the 12 distinct banks of the Federal Reserve System.

**Federal Reserve System (the Fed).** The independent central bank system of the United States that establishes and conducts the nation’s monetary policy. This is accomplished in three major ways: (1) raising or lowering bank reserve requirements, (2) raising or lowering the target Fed Funds Rate and Discount Rate, and (3) in open market operations by buying and selling government securities. The Federal Reserve System is made up of twelve Federal Reserve District Banks, their branches, and many national and state banks throughout the nation. It is headed by the seven-member Board of Governors known as the “Federal Reserve Board” and headed by its Chairman.

**Financial Industry Regulatory Authority, Inc. (FINRA).** A private corporation that acts as a self-regulatory organization (SRO). FINRA is the successor to the National Association of Securities Dealers, Inc. (NASD). Though sometimes mistaken for a government agency, it is a non-governmental organization that performs financial regulation of member brokerage firms and

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exchange markets. The government also has a regulatory arm for investments, the Securities and Exchange Commission (SEC).

**Fiscal Agent/Paying Agent.** A bank or trust company that acts, under a trust agreement with a corporation or municipality, in the capacity of general treasurer. The agent performs such duties as making coupon payments, paying rents, redeeming bonds, and handling taxes relating to the issuance of bonds.

**Fitch Investors Service, Inc.** One of several NRSROs that provide credit ratings on corporate and municipal debt issues.

**Floating Rate Security (FRN or “floater”).** A bond with an interest rate that is adjusted according to changes in an interest rate or index. Differs from variable-rate debt in that the changes to the rate take place immediately when the index changes, rather than on a predetermined schedule. See also “Variable Rate Security.”

**Freddie Mac.** See “Federal Home Loan Mortgage Corporation.”

**Ginnie Mae.** See “Government National Mortgage Association.”

**Global Notes:** Notes designed to qualify for immediate trading in both the domestic U.S. capital market and in foreign markets around the globe. Usually, large issues that are sold to investors worldwide and therefore have excellent liquidity. Despite their global sales, global notes sold in the U.S. are typically denominated in U.S. dollars.

**Government National Mortgage Association (GNMA or “Ginnie Mae”).** One of the large Federal Agencies. Government-owned Federal Agency that acquires, packages, and resells mortgages and mortgage purchase commitments in the form of mortgage-backed securities. Largest issuer of mortgage pass-through securities. GNMA debt is guaranteed by the full faith and credit of the U.S. government (one of the few agencies that are actually full faith and credit of the U.S. government).

**Government Securities.** An obligation of the U.S. government backed by the full faith and credit of the government. These securities are regarded as the highest quality of investment securities available in the U.S. securities market. See “Treasury Bills, Notes, Bonds, and SLGS.”

**Government Sponsored Enterprise (GSE).** Privately owned entity subject to federal regulation and supervision, created by the U.S. Congress to reduce the cost of capital for certain borrowing sectors of the economy such as students, farmers, and homeowners. GSEs carry the implicit backing of the U.S. government, but they are not direct obligations of the U.S. government. For this reason, these securities will offer a yield premium over U.S. Treasuries. Examples of GSEs include: FHLB, FHLMC, FNMA, and SLMA.

**Government Sponsored Enterprise Security.** A security issued by a Government Sponsored Enterprise. Considered Federal Agency Securities.

**Index.** A compilation of statistical data that tracks changes in the economy or in financial markets.

**Interest-Only (IO) STRIP.** A security based solely on the interest payments from the bond. After the principal has been repaid, interest payments stop and the value of the security falls to nothing.

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Therefore, IOs are considered risky investments. Usually associated with mortgage-backed securities.

**Internal Controls.** An internal control structure ensures that the assets of the entity are protected from loss, theft, or misuse. The internal control structure is designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that 1) the cost of a control should not exceed the benefits likely to be derived and 2) the valuation of costs and benefits requires estimates and judgments by management. Internal controls should address the following points:

**Control of collusion.** Collusion is a situation where two or more employees are working in conjunction to defraud their employer.

**Separation of transaction authority from accounting and record keeping.** A separation of duties is achieved by separating the person who authorizes or performs the transaction from the people who record or otherwise account for the transaction.

**Custodial safekeeping.** Securities purchased from any bank or dealer including appropriate collateral (as defined by state law) shall be placed with an independent third party for custodial safekeeping.

**Avoidance of physical delivery securities.** Book-entry securities are much easier to transfer and account for since actual delivery of a document never takes place. Delivered securities must be properly safeguarded against loss or destruction. The potential for fraud and loss increases with physically delivered securities.

**Clear delegation of authority to subordinate staff members.** Subordinate staff members must have a clear understanding of their authority and responsibilities to avoid improper actions. Clear delegation of authority also preserves the internal control structure that is contingent on the various staff positions and their respective responsibilities.

**Written confirmation of transactions for investments and wire transfers.** Due to the potential for error and improprieties arising from telephone and electronic transactions, all transactions should be supported by written communications and approved by the appropriate person. Written communications may be via fax if on letterhead and if the safekeeping institution has a list of authorized signatures.

**Development of a wire transfer agreement with the lead bank and third-party custodian.** The designated official should ensure that an agreement will be entered into and will address the following points: controls, security provisions, and responsibilities of each party making and receiving wire transfers.

**Inverse Floater.** A floating rate security structured in such a way that it reacts inversely to the direction of interest rates. Considered risky as their value moves in the opposite direction of normal fixed-income investments and whose interest rate can fall to zero.

**Investment Advisor.** A company that provides professional advice managing portfolios, investment recommendations, and/or research in exchange for a management fee.

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**Investment Adviser Act of 1940.** Federal legislation that sets the standards by which investment companies, such as mutual funds, are regulated in the areas of advertising, promotion, performance reporting requirements, and securities valuations.

**Investment Grade.** Bonds considered suitable for preservation of invested capital, including bonds rated a minimum of Baa3 by Moody's, BBB- by Standard & Poor's, or BBB- by Fitch. Although "BBB" rated bonds are considered investment grade, most public agencies cannot invest in securities rated below "A."

**Liquidity.** Relative ease of converting an asset into cash without significant loss of value. Also, a relative measure of cash and near-cash items in a portfolio of assets. Additionally, it is a term describing the marketability of a money market security correlating to the narrowness of the spread between the bid and ask prices.

**Local Government Investment Pool (LGIP).** An investment by local governments in which their money is pooled as a method for managing local funds, (e.g., Florida State Board of Administration's Florida Prime Fund).

**Long-Term Core Investment Program.** Funds that are not needed within a one-year period.

**Market Value.** The fair market value of a security or commodity. The price at which a willing buyer and seller would pay for a security.

**Mark-to-market.** Adjusting the value of an asset to its market value, reflecting in the process unrealized gains or losses.

**Master Repurchase Agreement.** A widely accepted standard agreement form published by the Securities Industry and Financial Markets Association (SIFMA) that is used to govern and document Repurchase Agreements and protect the interest of parties in a repo transaction.

**Maturity Date.** Date on which principal payment of a financial obligation is to be paid.

**Medium Term Notes (MTN's).** Used frequently to refer to corporate notes of medium maturity (5-years and under). Technically, any debt security issued by a corporate or depository institution with a maturity from 1 to 10 years and issued under an MTN shelf registration. Usually issued in smaller issues with varying coupons and maturities and underwritten by a variety of broker/dealers (as opposed to large corporate deals issued and underwritten all at once in large size and with a fixed coupon and maturity).

**Money Market.** The market in which short-term debt instruments (bills, commercial paper, bankers' acceptance, etc.) are issued and traded.

**Money Market Mutual Fund (MMF).** A type of mutual fund that invests solely in money market instruments, such as: U.S. Treasury bills, commercial paper, bankers' acceptances, and repurchase agreements. Money market mutual funds are registered with the SEC under the Investment Company Act of 1940 and are subject to "rule 2a-7" which significantly limits average maturity and credit quality of holdings. MMF's are managed to maintain a stable net asset value (NAV) of \$1.00. Many MMFs carry ratings by a NRSRO.

**Moody's Investors Service.** One of several NRSROs that provide credit ratings on corporate and municipal debt issues.

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**Mortgage-Backed Securities (MBS).** Mortgage-backed securities represent an ownership interest in a pool of mortgage loans made by financial institutions, such as savings and loans, commercial banks, or mortgage companies, to finance the borrower's purchase of a home or other real estate. The majority of MBS are issued and/or guaranteed by GNMA, FNMA, and FHLMC. There are a variety of MBS structures with varying levels of risk and complexity. All MBS have reinvestment risk as actual principal and interest payments are dependent on the payment of the underlying mortgages which can be prepaid by mortgage holders to refinance and lower rates or simply because the underlying property was sold.

**Mortgage Pass-Through Securities.** A pool of residential mortgage loans with the monthly interest and principal distributed to investors on a pro-rata basis. The largest issuer is GNMA.

**Municipal Note/Bond.** A debt instrument issued by a state or local government unit or public agency. The vast majority of municipals are exempt from state and federal income tax, although some non-qualified issues are taxable.

**Mutual Fund.** Portfolio of securities professionally managed by a registered investment company that issues shares to investors. Many different types of mutual funds exist (e.g., bond, equity, and money market funds); all except money market funds operate on a variable net asset value (NAV).

**Negotiable Certificate of Deposit (Negotiable CD).** Large denomination CDs (\$100,000 and larger) that are issued in bearer form and can be traded in the secondary market.

**Net Asset Value.** The market value of one share of an investment company, such as a mutual fund. This figure is calculated by totaling a fund's assets including securities, cash, and any accrued earnings, then subtracting the total assets from the fund's liabilities, and dividing this total by the number of shares outstanding. This is calculated once a day based on the closing price for each security in the fund's portfolio. (See below.)

$$[(\text{Total assets}) - (\text{Liabilities})]/(\text{Number of shares outstanding})$$

**NRSRO.** A "Nationally Recognized Statistical Rating Organization" (NRSRO) is a designated rating organization that the SEC has deemed a strong national presence in the U.S. NRSROs provide credit ratings on corporate and bank debt issues. Only ratings of a NRSRO may be used for the regulatory purposes of rating. Includes Moody's, S&P, Fitch, and Duff & Phelps.

**Offered Price.** See also "Ask Price."

**Open Market Operations.** A Federal Reserve monetary policy tactic entailing the purchase or sale of government securities in the open market by the Federal Reserve System from and to primary dealers in order to influence the money supply, credit conditions, and interest rates.

**Par Value.** The face value, stated value, or maturity value of a security.

**Physical Delivery.** Delivery of readily available underlying assets at contract maturity.

**Portfolio.** Collection of securities and investments held by an investor.

**Premium.** The amount by which a bond or other financial instrument sells above its face value. See also "Discount."

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**Primary Dealer.** A designation given to certain government securities dealer by the Federal Reserve Bank of New York. Primary dealers can buy and sell government securities directly with the Fed. Primary dealers also submit daily reports of market activity and security positions held to the Fed and are subject to its informal oversight. Primary dealers are the largest buyers and sellers by volume in the U.S. Treasury securities market.

**Prime Paper.** Commercial paper of high quality. Highest rated paper is A-1+/A-1 by S&P and P-1 by Moody's.

**Principal.** Face value of a financial instrument on which interest accrues. May be less than par value if some principal has been repaid or retired. For a transaction, principal is par value times price and includes any premium or discount.

**Prudent Expert Rule.** Standard that requires that a fiduciary manage a portfolio with the care, skill, prudence, and diligence, under the circumstances then prevailing, that a prudent person acting in a like capacity and familiar with such matters would use in the conduct of an enterprise of a like character and with like aims. This statement differs from the "prudent person" rule in that familiarity with such matters suggests a higher standard than simple prudence.

**Prudent Investor Standard.** Standard that requires that when investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency. More stringent than the "prudent person" standard as it implies a level of knowledge commensurate with the responsibility at hand.

**Qualified Public Depository.** Per Subsection 280.02(26), F.S., "qualified public depository" means any bank, savings bank, or savings association that:

1. Is organized and exists under the laws of the United States, the laws of this state or any other state or territory of the United States.
2. Has its principal place of business in this state or has a branch office in this state which is authorized under the laws of this state or of the United States to receive deposits in this state.
3. Has deposit insurance under the provision of the Federal Deposit Insurance Act, as amended, 12 U.S.C. ss.1811 et seq.
4. Has procedures and practices for accurate identification, classification, reporting, and collateralization of public deposits.
5. Meets all requirements of Chapter 280, F.S.
6. Has been designated by the Chief Financial Officer as a qualified public depository.

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**Range Note.** A type of structured note that accrues interest daily at a set coupon rate that is tied to an index. Most range notes have two coupon levels; a higher accrual rate for the period the index is within a designated range, the lower accrual rate for the period that the index falls outside the designated range. This lower rate may be zero and may result in zero earnings.

**Rate of Return.** Amount of income received from an investment, expressed as a percentage of the amount invested.

**Realized Gains (Losses).** The difference between the sale price of an investment and its book value. Gains/losses are “realized” when the security is actually sold, as compared to “unrealized” gains/losses which are based on current market value. See “Unrealized Gains (Losses).”

**Reference Bills.** FHLMC’s short-term debt program created to supplement its existing discount note program by offering issues from one month through one year, auctioned on a weekly or on an alternating four-week basis (depending upon maturity) offered in sizeable volumes (\$1 billion and up) on a cycle of regular, standardized issuance. Globally sponsored and distributed, Reference Bill issues are intended to encourage active trading and market-making and facilitate the development of a term repo market. The program was designed to offer predictable supply, pricing transparency, and liquidity, thereby providing alternatives to U.S. Treasury bills. FHLMC’s Reference Bills are unsecured general corporate obligations. This program supplements the corporation’s existing discount note program. Issues under the Reference program constitute the same credit standing as other FHLMC discount notes; they simply add organization and liquidity to the short-term Agency discount note market.

**Reference Notes.** FHLMC’s intermediate-term debt program with issuances of 2, 3, 5, 10, and 30-year maturities. Initial issuances range from \$2 - \$6 billion with re-openings ranging \$1 - \$4 billion.

The notes are high-quality bullet structures securities that pay interest semiannually. Issues under the Reference program constitute the same credit standing as other FHLMC notes; they simply add organization and liquidity to the intermediate- and long-term Agency market.

**Repurchase Agreement (Repo).** A short-term investment vehicle where an investor agrees to buy securities from a counterparty and simultaneously agrees to resell the securities back to the counterparty at an agreed upon time and for an agreed upon price. The difference between the purchase price and the sale price represents interest earned on the agreement. In effect, it represents a collateralized loan to the investor, where the securities are the collateral. Can be DVP, where securities are delivered to the investor’s custodial bank, or “tri-party” where the securities are delivered to a third-party intermediary. Any type of security can be used as “collateral,” but only some types provide the investor with special bankruptcy protection under the law. Repos should be undertaken only when an appropriate Securities Industry and Financial Markets Association (SIFMA) approved master repurchase agreement is in place.

**Reverse Repurchase Agreement (Reverse Repo).** A repo from the point of view of the original seller of securities. Used by dealers to finance their inventory of securities by essentially borrowing at short-term rates. Can also be used to leverage a portfolio and in this sense, can be considered risky if used improperly.

**Safekeeping.** Service offered for a fee, usually by financial institutions, for the holding of securities and other valuables. Safekeeping is a component of custody services.

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**Secondary Market.** Markets for the purchase and sale of any previously issued financial instrument.

**Securities Industry and Financial Markets Association (SIFMA).** The bond market trade association representing the largest securities markets in the world. In addition to publishing a Master Repurchase Agreement, widely accepted as the industry standard document for Repurchase Agreements, the SIFMA also recommends bond market closures and early closes due to holidays.

**Securities Lending.** An arrangement between an investor and a custody bank that allows the custody bank to “loan” the investors investment holdings, reinvest the proceeds in permitted investments, and shares any profits with the investor. Should be governed by a securities lending agreement. Can increase the risk of a portfolio in that the investor takes on the default risk on the reinvestment at the discretion of the custodian.

**Sinking Fund.** A separate accumulation of cash or investments (including earnings on investments) in a fund in accordance with the terms of a trust agreement or indenture, funded by periodic deposits by the issuer (or other entity responsible for debt service), for the purpose of assuring timely availability of moneys for payment of debt service. Usually used in connection with term bonds.

**Spread.** The difference between the price of a security and similar maturity U.S. Treasury investments, expressed in percentage terms or basis points. A spread can also be the absolute difference in yield between two securities. The securities can be in different markets or within the same securities market between different credits, sectors, or other relevant factors.

**Standard & Poor's.** One of several NRSROs that provide credit ratings on corporate and municipal debt issues.

**STRIPS (Separate Trading of Registered Interest and Principal of Securities).** Acronym applied to U.S. Treasury securities that have had their coupons and principal repayments separated into individual zero-coupon Treasury securities. The same technique and “strips” description can be applied to non-Treasury securities (e.g., FNMA strips).

**Structured Notes.** Notes that have imbedded into their structure options such as step-up coupons or derivative-based returns.

**Swap.** Trading one asset for another.

**TAP Notes.** Federal Agency notes issued under the FHLB TAP program. Launched in 6/99 as a refinement to the FHLB bullet bond auction process. In a break from the FHLB's traditional practice of bringing numerous small issues to market with similar maturities, the TAP Issue Program uses the four most common maturities and reopens them up regularly through a competitive auction. These maturities (2, 3, 5, and 10 year) will remain open for the calendar quarter, after which they will be closed, and a new series of TAP issues will be opened to replace them. This reduces the number of separate bullet bonds issued but generates enhanced awareness and liquidity in the marketplace through increased issue size and secondary market volume.

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**Tennessee Valley Authority (TVA).** One of the large Federal Agencies. A wholly owned corporation of the United States government that was established in 1933 to develop the resources of the Tennessee Valley region in order to strengthen the regional and national economy and the national defense. Power operations are separated from non-power operations. TVA securities represent obligations of TVA, payable solely from TVA's net power proceeds, and are neither obligations of nor guaranteed by the United States. TVA is currently authorized to issue debt up to \$30 billion. Under this authorization, TVA may also obtain advances from the U.S. Treasury of up to \$150 million. Frequent issuer of discount notes, agency notes, and callable agency securities.

**Total Return.** Investment performance measured over a period of time that includes coupon interest, interest on interest, and both realized and unrealized gains or losses. Total return includes, therefore, any market value appreciation/depreciation on investments held at period end.

**Treasuries.** Collective term used to describe debt instruments backed by the U.S. government and issued through the U.S. Department of the Treasury. Includes Treasury bills, Treasury notes, and Treasury bonds. Also, a benchmark term used as a basis by which the yields of non-Treasury securities are compared (e.g., "trading at 50 basis points over Treasuries").

**Treasury Bills (T-Bills).** Short-term direct obligations of the United States government issued with an original term of one year or less. Treasury bills are sold at a discount from face value and do not pay interest before maturity. The difference between the purchase price of the bill and the maturity value is the interest earned on the bill. Currently, the U.S. Treasury issues 4-week, 13-week, and 26-week T-Bills.

**Treasury Bonds.** Long-term interest-bearing debt securities backed by the U.S. government and issued with maturities of ten years and longer by the U.S. Department of the Treasury.

**Treasury Notes.** Intermediate interest-bearing debt securities backed by the U.S. government and issued with maturities ranging from one to ten years by the U.S. Department of the Treasury. The Treasury currently issues 2-year, 3-year, 5-year, and 10-year Treasury Notes.

**Trustee.** A bank designated by an issuer of securities as the custodian of funds and official representative of bondholders. Trustees are appointed to ensure compliance with the bond documents and to represent bondholders in enforcing their contract with the issuer.

**Uniform Net Capital Rule.** SEC Rule 15c3-1 that outlines the minimum net capital ratio (ratio of indebtedness to net liquid capital) of member firms and non-member broker/dealers.

**Unrealized Gains (Losses).** The difference between the market value of an investment and its book value. Gains/losses are "realized" when the security is actually sold, as compared to "unrealized" gains/losses which are based on current market value. See also "Realized Gains (Losses)."

**Variable-Rate Security.** A bond that bears interest at a rate that varies over time based on a specified schedule of adjustment (e.g., daily, weekly, monthly, semi-annually, or annually). See also "Floating Rate Note."

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**Weighted Average Maturity (or just “Average Maturity”).** The average maturity of all securities and investments of a portfolio, determined by multiplying the par or principal value of each security or investment by its maturity (days or years), summing the products, and dividing the sum by the total principal value of the portfolio. A simple measure of risk of a fixed-income portfolio.

**Weighted Average Maturity to Call.** The average maturity of all securities and investments of a portfolio, adjusted to substitute the first call date per security for maturity date for those securities with call provisions.

**Yield Curve.** A graphic depiction of yields on like securities in relation to remaining maturities spread over a timeline. The traditional yield curve depicts yields on U.S. Treasuries, although yield curves exist for Federal Agencies and various credit quality corporates as well. Yield curves can be positively sloped (normal) where longer-term investments have higher yields, or “inverted” (uncommon) where longer-term investments have lower yields than shorter ones.

**Yield to Call (YTC).** Same as “Yield to Maturity,” except the return is measured to the first call date rather than the maturity date. Yield to call can be significantly higher or lower than a security’s yield to maturity.

**Yield to Maturity (YTM).** Calculated return on an investment, assuming all cash-flows from the security are reinvested at the same original yield. Can be higher or lower than the coupon rate depending on market rates and whether the security was purchased at a premium or discount. There are different conventions for calculating YTM for various types of securities.

**Yield.** There are numerous methods of yield determination. In this glossary, see also “Current Yield,” “Yield Curve,” “Yield to Call,” and “Yield to Maturity.”

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**Attachment B**

**Investment Pool/Fund Questionnaire**

1. A description of eligible investment securities, and a written statement of investment policy and objectives.
2. A description of interest calculations and how it is distributed, and how gains and losses are treated.
3. A description of how the securities are safeguarded (including the settlement processes), and how often the securities are priced, and the program audited.
4. A description of who may invest in the program, how often, what size deposit, and withdrawal are allowed.
5. A schedule for receiving statements and portfolio listings.
6. Are reserves, retained earnings, etc. utilized by the pool/fund?
7. A fee schedule, and when and how is it assessed.
8. Is the pool/fund eligible for bond proceeds and/or will it accept such proceeds?

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### Attachment C

#### Security Type Purchase and Allocation Guidelines

##### I. Florida PRIME

1. **Purchase Authorization.** The Florida PRIME Fund, as administered by the Florida State Board of Administration (SBA).
2. **Portfolio Composition.** A maximum of 50% of available funds may be invested in the Florida PRIME.
3. **Rating Requirements.** Rating shall be "AAAm" by Standard & Poor's, or the equivalent by another Nationally Recognized Statistical Rating Organization (NRSRO).
4. **Due Diligence Requirements.** A thorough investigation of the Florida PRIME is required prior to investing and on a continual basis. A current prospectus or equivalent documentation, including an investment policy, financial statements, and portfolio holdings must be obtained. Attachment B is a questionnaire that contains a list of questions, to be answered prior to investing, that cover the major aspects of any investment pool/fund.

##### II. Intergovernmental Investment Pool

1. **Purchase Authorization.** Invest in intergovernmental investment pools that are authorized pursuant to the Florida Interlocal Cooperation Act of 1969, as provided in s. 63.01, F.S.
2. **Portfolio Composition.** A maximum of 25% of available funds may be invested in intergovernmental investment pools.
3. **Rating Requirements.** The intergovernmental investment pool shall be rated "AAAm" or "AAAf" by Standard & Poor's or the equivalent by another NRSRO.
1. **Due Diligence Requirements.** A thorough review of any investment pool/fund is required prior to investing and on a continual basis. Attachment B is a questionnaire that contains a list of questions, to be answered prior to investing, that cover the major aspects of any investment pool/fund.

##### III. United States Government Securities

1. **Purchase Authorization.** Invest in negotiable direct obligations, or obligations, the principal and interest of which are unconditionally guaranteed by the United States government. Such securities will include, but not be limited to the following:

Cash Management Bills

Treasury Securities – State and Local Government Series (SLGS)

Treasury Bills

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Treasury Notes  
Treasury Bonds  
Treasury Strips

2. **Portfolio Composition.** A maximum of 100% of available funds may be invested in the United States Government Securities.
3. **Maturity Limitations.** The maximum length to maturity of any direct investment in the United States Government Securities is five (5) years from the date of settlement.

## IV. United States Government Agencies (full faith and credit of the United States government)

1. **Purchase Authorization.** Invest in bonds, debentures, or notes that may be subject to call, issued, or guaranteed as to principal and interest by United States government agencies provided such obligations are backed by the full faith and credit of the United States government. Such securities will include, but are not limited to the following:

United States Export – Import Bank

-Direct obligations or fully guaranteed certificates of beneficial ownership

Farmer Home Administration

-Certificates of beneficial ownership

Federal Financing Bank

-Discount notes, notes and bonds

Federal Housing Administration Debentures

General Services Administration

United States Maritime Administration Guaranteed

-Title XI Financing

New Communities Debentures

-United States government guaranteed debentures

United States Public Housing Notes and Bonds

-United States government guaranteed public housing notes and bonds

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United States Department of Housing and Urban Development

-Project notes and local authority bonds

2. **Portfolio Composition.** A maximum of 50% of available funds may be invested in United States government agencies.
3. **Limits on Individual Issuers.** A maximum of 25% of available funds may be invested in individual United States government agencies.
4. **Maturity Limitations.** The maximum length to maturity for an investment in any United States government agency security is five (5) years from the date of settlement.

## V. Federal Instrumentalities (United States Government Sponsored Enterprises (GSE))

1. **Purchase Authorization.** Invest in bonds, mortgage-backed securities, debentures, or notes that may be subject to call, issued, or guaranteed as to principal and interest by United States Government Sponsored Enterprises (Federal Instrumentalities) that are non-full faith and credit agencies, limited to the following:
  - Federal Farm Credit Bank (FFCB)
  - Federal Home Loan Bank or its district banks (FHLB)
  - Federal National Mortgage Association (FNMA)
  - Federal Home Loan Mortgage Corporation (Freddie-Mac), including Federal Home Loan Mortgage Corporation participation certificates
2. **Portfolio Composition.** A maximum of 75% of available funds may be invested in Federal Instrumentalities. The combined total of available funds invested in Federal Instrumentalities and agency mortgage-backed securities cannot be more than 75%.
3. **Limits on Individual Issuers.** A maximum of 40% of available funds may be invested in individual Federal Instrumentalities. The maximum percentage invested in securities of any one issuer is inclusive of Agency MBS of the same issuer.
4. **Maturity Limitations.** The maximum length to maturity for an investment in any Federal Instrumentality security is five (5) years from the date of settlement.

## VI. Agency Mortgage-Backed Securities (MBS)

1. **Purchase Authorization.** Investment in agency mortgage-backed securities (MBS) which are based on mortgages that are guaranteed by a government agency or Federal Instrumentality for payment of principal and a guarantee of timely payment.
2. **Portfolio Composition.** A maximum of 30% of available funds may be invested in MBS. The combined total of available funds invested in Federal Instrumentalities and MBS cannot be more than 75%.

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3. **Limits of Individual Issuers.** A maximum of 20% of available funds may be invested with any one issuer.
4. **Maturity Limitations.** The maximum length to maturity for an investment in any MBS is five (5) years from the date of settlement.

The maturity of MBS shall be considered the date corresponding to its average life. This date reflects the point at which an investor will have received back half of the original principal (face) amount. The average life may be different from the stated legal maturity included in a security's description.

### VII. Non-Negotiable Interest-Bearing Time Deposit or Saving Accounts

1. **Purchase Authorization.** Invest in non-negotiable interest-bearing time certificates of deposit or savings accounts in banks organized under the laws of this state and/or in national banks organized under the laws of the United States and doing business and situated in the State of Florida, provided that any such deposits are secured by the Florida Security for Public Deposits Act, Chapter 280, Florida Statutes.
2. **Portfolio Composition.** A maximum of 25% of available funds may be invested in non-negotiable interest-bearing time certificates of deposit.
3. **Limits on Individual Issuers.** A maximum of 15% of available funds may be deposited with any one issuer.
4. **Maturity Limitations.** The maximum maturity on any certificate shall be no greater than one (1) year from the date of settlement.

### VIII. Municipal Obligations (State and/or Local Government Taxable and/or Tax-Exempt Debt)

1. **Purchase Authorization.** Invest in municipal obligations.
2. **Portfolio Composition.** A maximum of 25% of available funds may be invested in municipal obligations.
3. **Limits on Individual Issuers.** A maximum of 10% of available funds may be invested with any one issuer.
4. **Ratings Requirements.** Municipal obligations purchased must be rated at the time of purchase at a minimum single "A" category by any two NRSROs or rated at least "MIG-2" by Moody's or "SP-2" by Standard & Poor's for short-term debt.
5. **Maturity Limitations.** A maximum length to maturity for an investment in any municipal obligation is five (5) years from the date of settlement.

## GOVERNING BOARD POLICY

Title: Investments

Effective Date: 11/19/2024

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### IX. Registered Investment Companies (Money Market Mutual Funds)

1. **Purchase Authorization.** Invest in shares in open-end or no-load money market mutual funds, provided such funds are registered under the Investment Company Act of 1940 and operate in accordance with 17 C.F.R. § 270.2a-7.
2. **Portfolio Composition.** A maximum of 50% of available funds may be invested in money market mutual funds.
3. **Limits of Individual Issuers.** A maximum of 25% of available funds may be invested with any one money market mutual fund.
4. **Rating Requirements.** Money market mutual funds shall be rated "AAAm" by Standard & Poor's or the equivalent by another NRSRO.
5. **Due Diligence Requirements.** A thorough investigation of any money market mutual fund is required prior to investing and on a continual basis. Attachment B is a questionnaire that contains a list of questions, to be answered prior to investing, that cover the major aspects of any investment pool/fund. A current prospectus must be obtained.

### X. Registered Investment Companies ("Mutual Funds")

1. **Purchase Authorization.** Shares of open-end, no-load, institutional class mutual funds with fluctuating net asset values (NAV) provided that such funds are registered under the Investment Company Act of 1940. The prospectus must indicate that the funds average duration is maintained at 3 years or less and the fund invests exclusively in investment instruments as authorized by this policy.
2. **Portfolio Composition.** A maximum of 25% of available funds may be invested in mutual funds.
3. **Limits of Individual Issuers.** A maximum of 15% of available funds may be invested with any one mutual fund.
4. **Rating Requirements.** The mutual funds shall be rated "AAAf" by Standard & Poor's or the equivalent by another NRSRO.
5. **Due Diligence Requirements.** A thorough investigation of any mutual fund is required prior to investing, and on a continual basis. Attachment B is a questionnaire that contains a list of questions, to be answered prior to investing, that cover the major aspects of any investment pool/fund. A current prospectus must be obtained.

## GOVERNING BOARD POLICY

Title: Investments

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### XI. Repurchase Agreements

#### 1. Purchase Authorization.

- a. Invest in repurchase agreements composed of only those investments based on the requirements set forth by the District's Master Repurchase Agreement. All firms are required to sign the Master Repurchase Agreement prior to the execution of a repurchase agreement transaction.
- b. A third-party custodian with whom the District has a current custodial agreement shall hold the collateral for all repurchase agreements with a term longer than one (1) business day. A clearly marked receipt that shows evidence of ownership must be supplied to the Division Director and retained.
- c. Securities authorized for collateral are negotiable direct obligations of the United States government, government agencies, and Federal Instrumentalities with maturities under five (5) years and must have a market value for the principal and accrued interest of 102 percent of the value and for the term of the repurchase agreement. Immaterial short-term deviations from the 102 percent requirement are permissible only upon the approval of the Division Director.

2. **Portfolio Composition.** A maximum of 50% of available funds may be invested in repurchase agreements, excluding one (1) business day agreements and overnight sweep agreements.

3. **Limits on Individual Issuers.** A maximum of 25% of available funds may be invested with any one institution.

4. **Limits on Maturities.** The maximum length to maturity of any repurchase agreement is 90 days from the date of settlement.

### XII. Bankers' Acceptances

1. **Purchase Authorization.** Invest in bankers' acceptances which are issued by a domestic bank.

2. **Portfolio Composition.** A maximum of 35% of available funds may be directly invested in bankers' acceptances.

3. **Limits on Individual Issuers.** A maximum of 10% of available funds may be invested with any one issuer.

4. **Ratings Requirements.** Bankers' acceptances that are rated at the time of purchase in the highest category by at least two NRSROs.

5. **Maturity Limitations.** The maximum length to maturity for bankers' acceptances shall be 180 days from the date of settlement.

## GOVERNING BOARD POLICY

Title: Investments

Effective Date: 11/19/2024

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### XIII. Commercial Paper

1. **Purchase Authorization.** Invest in commercial paper issued by corporations organized and operating within the United States or by depository institutions licensed by the United States.
2. **Portfolio Composition.** A maximum of 35% of available funds may be directly invested in prime commercial paper. The maximum amount of corporate investments will not exceed forty percent (40%). Therefore, the combination of Section (XIII) Commercial Paper, Section (XIV) Asset-Backed Commercial Paper, Section (XV) Asset-Backed Securities, and Section (XVI) Corporate Notes shall not exceed forty percent (40%).
3. **Limits on Individual Issuers.** A maximum of 5% of available funds may be invested with any one issuer.
4. **Ratings Requirements.** Commercial paper that has a minimum S&P rating of A-1 and minimum Moody's rating of Prime-1 at the time of purchase. If the commercial paper is backed by a letter of credit (LOC), the long-term debt of the LOC provider must be rated single "A" category or better by at least two NRSROs.
5. **Maturity Limitations.** The maximum length to maturity for prime commercial paper shall be 270 days from the date of settlement.

### XIV. Asset-Backed Commercial Paper

1. **Purchase Authorization.** Invest in asset-backed commercial paper issued by a special purpose corporation, trust, or limited liability company organized within the United States. All asset-backed commercial paper issuers will be rated in the highest ratings band. Only issuers that have been thoroughly reviewed and vetted by the investment advisors will be included.
2. **Portfolio Composition.** A maximum of 35% of available funds may be directly invested in asset-backed commercial paper. The maximum amount of corporate investments will not exceed forty percent (40%). Therefore, the combination of Section (XIII) Commercial Paper, Section (XIV) Asset-Backed Commercial Paper, Section (XV) Asset-Backed Securities, and Section (XVI) Corporate Notes shall not exceed forty percent (40%).
3. **Limits on Individual Issuers.** A maximum of 5% of available funds may be invested with any one issuer.
4. **Ratings Requirements.** Asset-Backed Commercial paper that has a minimum S&P rating of A-1 and minimum Moody's rating of Prime-1 at the time of purchase. If the commercial paper is backed by a letter of credit (LOC), the long-term debt of the LOC provider must be rated single "A" category or better by at least two NRSROs.
5. **Maturity Limitations.** The maximum length to maturity for asset-backed commercial paper shall be 270 days from the date of settlement.

## GOVERNING BOARD POLICY

Title: Investments

Effective Date: 11/19/2024

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### XV. Asset-Backed Securities

1. **Purchase Authorization.** Invest in asset-backed securities issued by special purpose corporations, trusts, limited partnerships, or limited liability companies organized within the United States. Only investments within the senior tranche are permitted. These are typically designated as the "A" tranche.
2. **Portfolio Composition.** A maximum of 25% of available funds may be directly invested in asset-backed securities. The maximum amount of corporate investments will not exceed forty percent (40%). Therefore, the combination of Section (XIII) Commercial Paper, Section (XIV) Asset-Backed Commercial Paper, Section (XV) Asset-Backed Securities, and Section (XVI) Corporate Notes shall not exceed forty percent (40%).
3. **Limits on Individual Issuers.** A maximum of 5% of available funds may be invested with any one issuer.
4. **Ratings Requirements.** Asset-backed securities rated in the double "AA" category by any two NRSRO's at the time of purchase.
5. **Maturity Limitations.** The maximum length to maturity for asset-backed securities shall be five (5) years from the date of settlement.

The maturity of ABS shall be considered the date corresponding to its average life. This date reflects the point at which an investor will have received back half of the original principal (face) amount. The average life may be different from the stated legal maturity included in a security's description.

### XVI. Corporate Notes

1. **Purchase Authorization.** Invest in corporate notes issued by corporations organized and operating within the United States or by depository institutions licensed by the United States. Investment in any Scrutinized Company as defined by Section 218.415 Florida Statutes is prohibited.
2. **Portfolio Composition.** A maximum of 35% of available funds may be directly invested in corporate notes. The maximum amount of corporate investments will not exceed forty percent (40%). Therefore, the combination of Section (XIII) Commercial Paper, Section (XIV) Asset-Backed Commercial Paper, Section (XV) Asset-Backed Securities, and Section (XVI) Corporate Notes shall not exceed forty percent (40%).
3. **Limits on Individual Industry.** A maximum of 15% of available funds may be directly invested in any one industry. Security industry classification will be determined using the Bloomberg Industry Classification Standards (BICS).
4. **Limits on Individual Issuers.** A maximum of 5% of available funds may be invested with any one issuer.

## GOVERNING BOARD POLICY

Title: Investments

Effective Date: 11/19/2024

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5. **Ratings Requirements.** Corporate notes that have a long-term debt rating, at the time of purchase, at a minimum of a single "A" category by any two NRSROs.
6. **Maturity Limitations.** The maximum length to maturity for corporate notes shall be five (5) years from the date of settlement.

### DISTRIBUTION

This procedure will be stored in the Governing Board's Procedure repository.

### REFERENCES

Sections 218.415, 280.02, 658.12, 11.45, Florida Statutes

Third-Party Custodial Safekeeping Agreement

Attachment A: Glossary of Cash and Investment Management Terms

Attachment B: Investment Pool/Fund Questionnaire

Attachment C: Security Type Purchase and Allocation Guidelines

### REVIEW PERIOD

The Division Director and the Committee shall review this Policy within sixty (60) days following the end of each fiscal year and the Governing Board shall approve any modification made thereto.

**GOVERNING BOARD POLICY****Title: Investments****Effective Date: 11/19/2024****Page 37 of 37****DOCUMENT DETAILS**

Document Name	Investments
Formerly Known As	N/A
Document Type	Policy
Author(s)	Public Trust Advisors, Finance Bureau Chief, Business and Information Technology Services Division Director
Reviewing Stakeholder(s)	Public Trust Advisors, Finance Bureau Chief, Business and Information Technology Services Division Director
Document Owner Name	Melisa Lowe
Document Owner Title	Finance Bureau Chief
Review Period (in days)	365
Span of Control	Governing Board
Supersedes Date	02/27/2024
Effective Date	11/19/2024

**APPROVAL**  
\_\_\_\_\_  
Michelle Williamson  
\_\_\_\_\_  
Date

## FINANCE/OUTREACH & PLANNING COMMITTEE

October 28, 2025

### Discussion: Action Item: Investment Strategy Quarterly Update

#### *Purpose*

Provide quarterly update of the investment portfolios.

#### *Background*

In accordance with Board Policy, *Investments*, a quarterly investment report shall include, but not be limited to, 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.

#### *Strategic Plan*

This quarterly update presentation provides the Board with insight into how the District manages its investments and the strategies employed to ensure safety, liquidity, and competitive returns – all in alignment with the District's Strategic Plan.

#### *Exhibits*

To be provided under separate cover.

#### Staff Recommendation:

Accept and place on file the District's Quarterly Investment Reports for the quarter ended September 30, 2025.

#### Presenter:

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

## FINANCE/OUTREACH & PLANNING COMMITTEE

October 28, 2025

### Discussion: Action Item: Development of Preliminary Budget for Fiscal Year 2027

#### *Purpose*

Present the general budget assumptions for development of the District's Preliminary Budget for fiscal year (FY) 2027.

#### *Background*

Pursuant to Section 373.535, Florida Statutes, the water management districts (WMDs) are required to submit a Preliminary Budget for the next fiscal year to the Florida Legislature for review by January 15. The statutory language specifies the information to be included in the Preliminary Budget Submission. The President of the Senate and the Speaker of the House of Representatives may submit comments regarding the preliminary budgets to the WMDs on or before March 1 of each year. Each WMD must respond to those comments in writing on or before March 15 of each year.

To initiate the Preliminary Budget development process, staff will provide the Governing Board an overview of factors affecting budget development and recommend acceptance of the general budget assumptions necessary to prepare the District's Preliminary Budget for FY2027. A draft of the Preliminary Budget will be submitted to the Department of Environmental Protection and the Executive Office of the Governor in early December for initial review and comment. On December 16, 2025, staff will provide the draft FY2027 Preliminary Budget to the Governing Board with a request to approve for submission to the Legislature by January 15, 2026.

#### *Strategic Plan*

Development of the annual budget serves as the fiscal guide to carry out the priorities and needs identified in the Strategic Plan.

#### *Exhibits*

None.

#### Staff Recommendation:

Approve the general budget assumptions as outlined on October 28, 2025 for development of the Preliminary Budget for FY2027.

#### Presenter:

Brandon Baldwin, Division Director, Business and IT Services Division

**FINANCE/OUTREACH & PLANNING COMMITTEE**

**October 28, 2025**

**Submit & File: Information Item: Office of Inspector General Quarterly Update – July 1, 2025 to September 30, 2025**

*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.

*Exhibits*

Office of Inspector General Quarterly Update – July 1, 2025 to September 30, 2025

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



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# 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

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## Nancy Watkins

Hillsborough, Pinellas

## Brian J. Armstrong, P.G.

Executive Director

October 28, 2025

## MEMORANDUM

TO: Finance/Outreach & Planning Committee

Remaining Governing Board members

FROM: Brian Werthmiller, CPA, Inspector General

SUBJECT: Office of Inspector General Quarterly Update 7/1/25 – 9/30/25

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 September 30, 2025, the following is a summary of OIG activities:

- The OIG quarterly update for the quarter ending June 30, 2025 was submitted to the Governing Board on July 22, 2025.
- Ten complaints were closed. No investigation was considered necessary by the OIG for nine of the complaints. One complaint resulted in reported to the Governing Board.
- A complaint was received with concerns over communications, air quality monitoring, and alleging the prescribed burn at Flatwoods Park within the Lower Hillsborough Wilderness Preserve on March 11, 2025, was conducted without an adequate assessment. Based upon the information obtained from the investigation, it appears that the District performed the burn with an adequate assessment, including assessing the forecasted dispersion of smoke during the active burn period. However, the District did not communicate to residents and key stakeholders notifications required by governing documents at least 3 days prior to the burn. While the District did provide some notifications that would be subject to the 3-day requirement, these notifications were not communicated until the day of the burn. A recommendation was made on September 17, 2025, that the District should finalize the updates to any policies and procedures to ensure residents and key stakeholders are notified of prescribed burns in accordance with governing documents.
- A follow-up investigation was completed for the Water Incentives Supporting Efficiency (WISE) Program's recommendation from June 2024 that the District should enhance processes and procedures over the WISE 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 follow-up concluded that the District should continue to enhance processes and procedures over the WISE program, including those over quotes received, and determine the course of action regarding the lower quote that was not taken into consideration when determining the District's funding share.
- The OIG initiated 28 reviews per the requests of management and external government entities. The projects by the Office of Program Policy Analysis and Government Accountability (OPPAGA) over the District's permitting program processes and the United States Government Accountability Office (GAO) over

the ways the United States Army Corp of Engineers can help the District enhance the climate resilience of the Tampa Bypass Canal are ongoing and not completed.

- A follow-up audit was completed for the State of Florida's Auditor General (AG) recommendation from January 2024 that revenue collection procedures should be enhanced to document initial collections and appropriately separate incompatible duties. Further, the AG recommended if a sufficient number of staff at any of the District office locations is unavailable to appropriately separate the duties, the District should ensure that compensating controls exist. The follow-up submitted to the Governing Board on September 23, 2025, disclosed no findings or recommendations relating to the scope of this audit, and District management had taken corrective actions as recommended by the Auditor General.
- A follow-up audit was completed for the OIG's recommendation from September 2024 over employee reimbursements that included recommendations over professional certifications, education reimbursement program, and the safety shoe program. The follow-up submitted to the Governing Board on September 23, 2025, disclosed no reportable findings or recommendations for professional certifications, and the District had taken corrective actions. However, it was noted that the District needed to continue to enhance policies and procedures over the education reimbursement and safety shoe programs.

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<b>Office of Inspector General Performance Measures</b>		
<b>Performance Measures – Non-Routine</b>	<b>Goal</b>	<b>Status Through 9/30/2025</b>
Complete follow-up to the Auditor General audit recommendation over revenue collections.	Submit to the Board by September 2025.	Completed September 2025.
Complete follow-up to the water incentives supporting efficiency (WISE) investigation recommendation.	Submit to the Board by September 2025.	Completed September 2025.
Complete follow-up to the employee reimbursements audit recommendations.	Submit to the Board by September 2025.	Completed September 2025.
Complete health/dental insurance audit.	Submit to the Board by September 2025.	On hold at the request of District. <sup>1</sup>
Monitor the Office of Program Policy Analysis and Government Accountability (OPPAGA) audit and update the Board on the status of corrective actions.	Submit to the Board by September 2025.	Completed update September 2025.
<b>Performance Measures - Routine</b>	<b>Goal</b>	<b>Status Through 9/30/2025</b>
Risk assessment and audit plan.	Submit to the Board by January 2025.	Completed January 2025.
Inspector General FY 2025 Annual Report.	Submit to the Board September 2025.	Completed September 2025.
Updates to the Finance/Outreach & Planning Committee including IG performance measures.	Submit to the Board the month following each quarter-end.	100%.

<sup>1</sup> In January 2024, the Governing Board approved the Office of Inspector General (OIG) audit plan which included an insurance audit that summarized the planned audit work to include, but is not limited to, the following:

For selected employees, retirees, and dependents, obtain documentation to ensure coverage is provided to only eligible individuals (medical, dental, vision, etc.) and was properly elected. For selected transactions, determine whether correct premiums were charged and collected, pharmacy rebates were calculated correctly and properly remitted to the District, and tracking of claims before stop-gap insurance is initiated is accurate. Include a summary of the costs to offer insurance from the most recent audited fiscal year and include costs from other government entities for comparison.

In October 2024, the Governing Board approved a performance measure for the OIG to complete the insurance audit by September 2025. In December 2024, the OIG held the entrance conference to establish the initial meeting between OIG and the District to communicate the audit's purpose and scope. During the entrance conference, Human Resources (HR) expressed concerns whether the audit could be performed due to the Health Insurance Portability and Accountability Act (HIPAA). In December 2024, the OIG notified the Office of General Counsel (OGC) of HR's concern. The OIG provided documentation for which it believes supports access to the information needed to perform the audit to the OGC. The OGC has procured an outside counsel to provide an opinion on what their assessment of HIPAA is on an audit, and, as a result, the audit is on hold as updated to the Board through the OIG quarterly updates for 3/31/25 and 6/30/25.

**FINANCE/OUTREACH & PLANNING COMMITTEE**

**October 28, 2025**

**Submit & File: Information Item: Budget Transfer Report**

***Purpose***

Provide the Budget Transfer Report covering all budget transfers made during the month of September 2025.

***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 September 2025.

***Exhibits***

Budget Transfer Report

**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**  
**September 2025**

<b>--- TRANSFERRED FROM ---</b>		<b>--- TRANSFERRED TO ---</b>	<b>Reason for Transfer</b>	<b>Transfer Amount</b>
<b>Item No.</b>	<b>Bureau / Expenditure Category</b>	<b>Bureau / Expenditure Category</b>		
<b>Change from Original Budget Intent</b>				
1	Operations Maint/Repair of Buildings/Structures	Operations Capitalized - Equipment - Fixed Capital Outlay	Transfer of funds originally budgeted for maintenance and repair of District structures. Expenditures have been less than anticipated as a result of savings from work performed in-house. The funds are needed to replace the standby generator at the Medard Dam and Reservoir that is no longer operable and not cost-effective to repair as it is approximately 23 years old. The replacement generator will be equipped with the electrical capabilities for direct control through the District's supervisory control and data acquisition (SCADA) system.	\$ 28,000.00
2	Information Technology Equipment - Computer	Information Technology Equipment - Computer Equipment - Non-Capital Outlay Cloud Software Usage Fees Maintenance/Repair of Equipment Other Contractual Services	Transfer of funds originally budgeted for replacement of the unified computing system at the Tampa Data Center. The cost of the replacement was less than budgeted. The funds are needed for additional backup storage for 215 critical production servers housed in the Tampa Data Center. Electronic storage is increasing faster than projected when the current platform was implemented. This additional storage will address the District's needs until a storage expansion planned for in FY2030.	42,238.44
3	Land Resources Capitalized - Contracted Construction	Land Resources Consultant Services	Transfer of funds originally budgeted for replacement of the dock at the Chassahowitzka campground. The project is currently on hold pending completion of a comprehensive facilities condition assessment of the property, including the buildings, campground and associated infrastructure. These funds are transferred for consultant services to conduct the assessment.	22,500.00
4	Operations Vegetation Management Services	Operations Vegetation Management Services	Transfer of funds originally budgeted for establishment of vegetation at the Rock Ponds Restoration project site. Planting services required for the year were less than anticipated at the site. Additional funds are needed to complete planned invasive plant management on conservation lands for the remainder of the fiscal year. Budget shortfall is due to unanticipated work associated with the Peace Creek Canal and Bryant Slough Structure earlier this year.	10,500.00
5	Human Resources Advertising and Public Notices	Human Resources Medical Exams/Monitoring	Transfer of funds originally budgeted for advertising costs associated with positions under recruitment at the District. Expenditures were less than anticipated due to fewer recruitments associated with high-profile jobs compared to recent years. Additional funds are required for contracted services to conduct background checks for new hires due to higher volume than anticipated.	4,500.00
<b>Total Change from Original Budget Intent</b>				<b>107.738.44</b>

**SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT**  
**Budget Transfer Report**  
**September 2025**

<b>--- TRANSFERRED FROM ---</b>		<b>--- TRANSFERRED TO ---</b>	<b>Reason for Transfer</b>	<b>Transfer Amount</b>
<b>Item No.</b>	<b>Bureau / Expenditure Category</b>	<b>Bureau / Expenditure Category</b>		
<b><u>Consistent with Original Budget Intent</u></b>				
1	Information Technology Cloud Software Usage Fees	Information Technology Other Contractual Services	Funds are needed for the original budgeted purpose for the District's work order management systems. The funds are being transferred for the appropriate accounting to move the Survey Section from an on-premise work order system only utilized by Survey to a cloud-based work order system utilized by other sections at the District. This will streamline maintenance associated with work order systems by eliminating one system that has reached end-of-life.	8,862.00
2	Operations Consultant Services Contracted Construction	Engineering and Project Management Consultant Services Contracted Construction	Funds are needed for the original budgeted purpose for the Structure S-155 Flood Control Fender Replacement project. The funds are being transferred from the Structure Operations Section to the Design and Construction Management Section for appropriate accounting of project management.	644,485.80
3	Information Technology Other Contractual Services	Information Technology Other Contractual Services	Funds are needed for the original budgeted purpose for as-needed contractual services for Information Technology (IT) projects. The funds are being transferred for the appropriate accounting of contracted services associated with the replacement of the IT Services Management system. These funds are in addition to the \$150,000 budgeted for the planned replacement.	32,530.00
4	Engineering and Project Management Consultant Services	Engineering and Project Management Capitalized - Consultant Services	Funds are needed for the original budgeted purpose for engineering services associated with projects identified in the District's Capital Improvements Plan for District-owned water control structures. The funds are being transferred for the appropriate accounting of the engineer of record and construction engineering and inspection services for the District's WC-2 Flood Control Structure Replacement project in Sumter County.	151,025.37
5	Engineering and Project Management Consultant Services	Engineering and Project Management Consultant Services	Funds are needed for the original budgeted purpose for engineering services associated with projects identified in the District's Capital Improvements Plan for District-owned water control structures. The funds are being transferred for the appropriate accounting of engineering services associated with the planning, design, permitting, and construction phases of the P-1 and P-3 Water Conservation Structures Refurbishments project in Polk County.	200,000.00
6	Engineering and Project Management Capitalized - Consultant Services Capitalized - Contracted Construction	Engineering and Project Management Capitalized - Consultant Services Capitalized - Contracted Construction	Funds are needed for the original budgeted purpose for the Wysong-Coogler Structure Refurbishment project. The funds are being transferred from the Engineering and Watershed Management Section to the Design and Construction Management Section for appropriate accounting of project management.	600,000.00
7	General Services Maint/Repair of Buildings/Structures	General Services ADA Compliance Construction	Funds are needed for the original budgeted purpose for repair and maintenance of District facilities. The funds are being transferred for the appropriate accounting for sidewalk repairs to be compliant with the Americans with Disabilities Act (ADA).	8,800.00

**SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT**  
**Budget Transfer Report**  
**September 2025**

<b>--- TRANSFERRED FROM ---</b>		<b>--- TRANSFERRED TO ---</b>	<b>Reason for Transfer</b>	<b>Transfer Amount</b>
<b>Item No.</b>	<b>Bureau / Expenditure Category</b>	<b>Bureau / Expenditure Category</b>		
8	Engineering and Project Management Consultant Services	Engineering and Project Management Capitalized - Consultant Services	Funds are needed for the original budgeted purpose for engineering services associated with projects identified in the District's Capital Improvements Plan for District-owned water control structures. The funds are being transferred for the appropriate accounting of design services for the Saddleback Water Conservation Structure Refurbishment project in Hillsborough County.	130,869.00
		<b>Total Consistent with Original Budget Intent</b>		<b><u>1,776,572.17</u></b>
		<b>Total Amount Transferred</b>		<b><u>\$1,884,310.61</u></b>

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**

**October 28, 2025**

## **4. OPERATIONS, LANDS & RESOURCE MONITORING COMMITTEE**

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4.3	<b>Discussion:</b> Action Item: Bull Barn Road Timber Harvest Agreement .....	127

**OPERATIONS, LANDS & RESOURCE MONITORING COMMITTEE**

**October 28, 2025**

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

Presenter:

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

## OPERATIONS, LANDS & RESOURCE MONITORING COMMITTEE

October 28, 2025

### Discussion: Information Item: Hydrologic Conditions Report

- September is the last month of the four-month wet season (June-September). Districtwide rainfall was low, scattered, regionally variable and mainly associated with convective (afternoon-evening) thunderstorm activity.
- **Rainfall:** Monthly rainfall totals were below normal in all three regions. The Districtwide 12-month cumulative rainfall total decreased, ending the month at a deficit of 5.97 inches below the long-term historical average.
- **Streamflow:** Monthly streamflow decreased at 7 of 12 monitoring stations, compared to last month. Seven stations reported “normal” flow conditions, while four reported “below-normal” flow and one reported “much below-normal” flow. Regional streamflow, based on three index rivers, was below normal in all three regions of the District.
- **Groundwater:** Regional aquifer-level percentiles decreased in all three regions, compared to last month. Regional aquifer levels ended the month within the normal range in all three regions.
- **Lake Levels:** Regional lake levels decreased in the Northern and Tampa Bay (TB) regions, while they increased in the Polk Uplands (PU) and Lake Wales Ridge (LWR) regions, compared to last month. Average lake levels were below normal in the Northern region, while they were within the normal range in the TB, PU and LWR regions.
- **Overall:** Below-normal rainfall in September contributed to mixed (i.e., some increases and decreases) hydrologic indicator responses throughout the District, as noted, due to the areal variability of the rainfall and lingering areas of dry conditions. The National Oceanic and Atmospheric Administration (NOAA) predicts equal chances for normal or above/below-normal rainfall for the northern counties and predicts chances of above-normal rainfall for the central and southern counties from October through December 2025. The tropics are active and may bring additional rainfall to the District during the remaining tropical storm season, although weather systems over the Southeast United States and Atlantic Ocean have been inhibiting or blocking tropical moisture from entering our area. Extended drier-than-normal rainfall in the winter/spring would worsen overall hydrologic conditions.

#### *Strategic Plan*

This report supports the District's Strategic Plan Water Resources Planning and Monitoring core business process.

#### *Exhibits*

See Routine Reports.

#### Staff Recommendation:

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

#### Presenter:

Tamera McBride, Hydrologic Data Manager, Data Collection Bureau

**OPERATIONS, LANDS & RESOURCE MONITORING COMMITTEE****October 28, 2025****Discussion: Action Item: Bull Barn Road Timber Harvest Agreement (Sumter County)*****Purpose***

The purpose of this item is to request Governing Board approval and execution of the Bull Barn Road Timber Harvest Agreement (Agreement). The timber harvest will occur within the Green Swamp Wilderness Preserve East Tract in Sumter County. This Agreement is the result of the District's Request for Offer (RFO) 2504 to Purchase Renewable Resources on District Conservation Lands. As a result of the RFO process, Bodaca Timber Inc., was the successful high offer, and this Agreement is the contract to perform a timber harvest of 515 acres of the Bull Barn Road timber stand. It is estimated that this Agreement will generate approximately \$320,000 in revenue.

***Background/History***

The District's Governing Board Policy (Policy) titled Land Use and Management directs that District Conservation Lands are managed to ensure the conservation purposes for which the lands were acquired are protected through the maintenance and restoration of natural systems, including the sale of renewable resources, such as timber harvests. As a result, the Land Management section administers the District's Timber Management Program. The District's Signature Authority under Matters Related to Lands requires the Governing Board to execute the sale of renewable resources greater than \$250,000.

The District utilizes timber harvests to achieve specific land management objectives outlined in the Land Management Plans for each property. Through the Timber Management Program, the District is able to implement sustainable forest management practices, while also generating revenue to offset land management costs, provide habitat restoration, maintain forest health, and support local economies.

***Benefits***

The benefit to the District is that revenue generated from these timber sales is utilized to offset the cost of managing District land while serving as a mechanism to achieve important land management objectives.

***Strategic Plan***

This project supports the Conservation, Restoration, and Management Strategic Initiative of the District's Strategic Plan by enhancing natural systems function.

***Exhibits***

Exhibit A – Bull Barn Road Timber Harvest Agreement No. 2026LMREV001

Exhibit B – Bull Barn Road Timber Harvest Stand Map

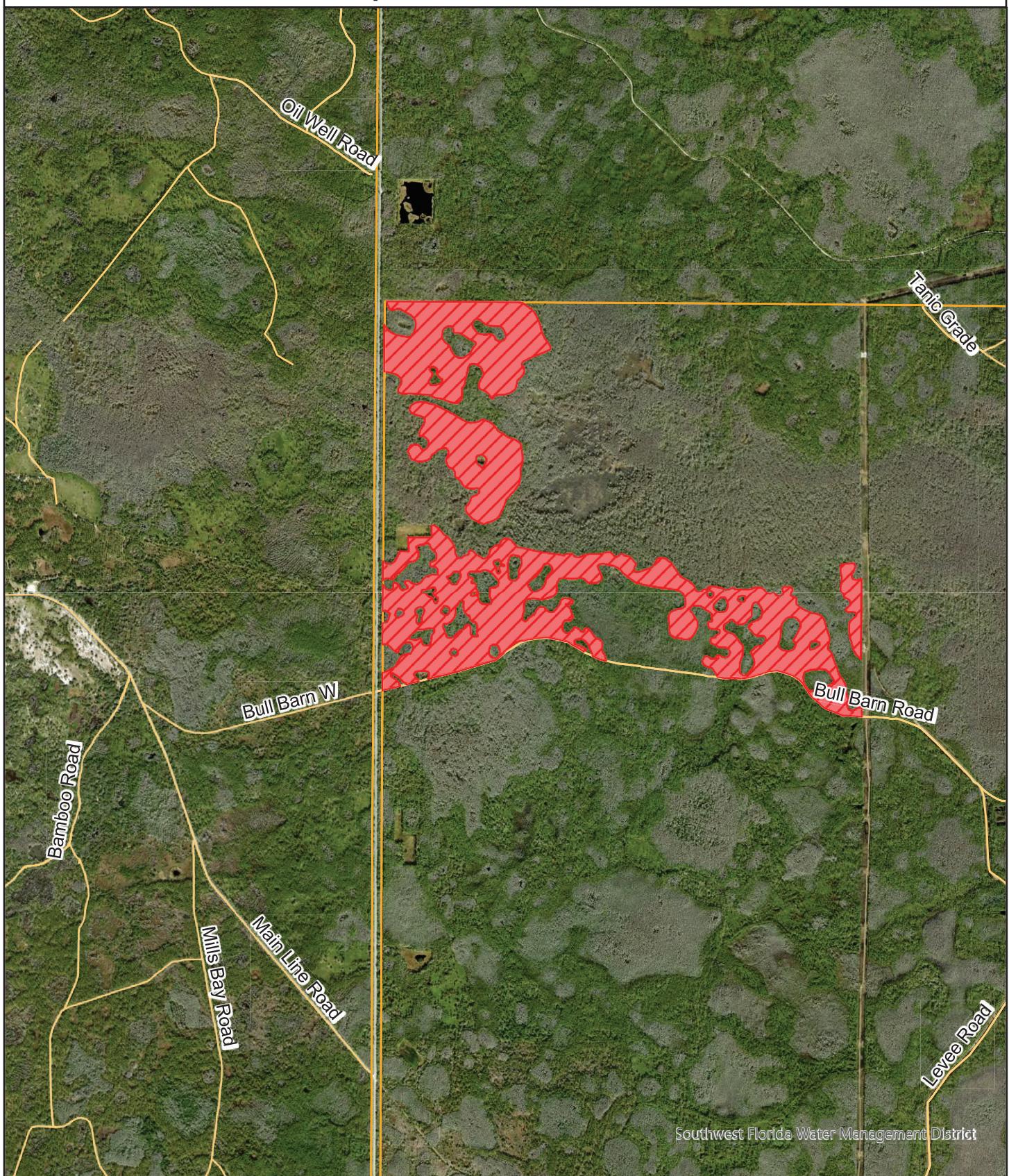
**Staff Recommendation:**

Approve and execute the Bull Barn Road Timber Harvest Agreement No. 2026LMREV001.

**Presenter:**

Chris Reed, Land Management Manager, Land Resources Bureau

**Exhibit B - Bull Barn Road Timber Harvest Map**  
**Agreement No. 2026LMREV001**  
**Green Swamp Wilderness Preserve - East Tract**



**Southwest Florida  
Water Management District**

WaterMatters.org • 1-800-423-1476

This document complies with WCAG 2.1 AA standards

- Bull Barn Road Timber Harvest
- Acquired District Lands
- Land Management's Roads

0 0.25 0.5 128 Miles



AGREEMENT  
BETWEEN THE  
SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT  
AND  
BODACA TIMBER INC.  
FOR  
BULL BARN ROAD TIMBER HARVEST

THIS AGREEMENT (AGREEMENT) is made and entered into by and between the SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT, a public corporation of the State of Florida, having an address of 2379 Broad Street, Brooksville, Florida 34604-6899, (DISTRICT), and , a Florida corporation, having an address 5810 Cherry Road, Lakeland, FL, 33810, (CONTRACTOR).

WITNESSETH:

WHEREAS, the DISTRICT is the owner of certain real property known as the Green Swamp Wilderness Preserve East Tract (PROPERTY); and

WHEREAS, the DISTRICT desires to sell, and the CONTRACTOR desires to purchase, harvest, and remove pine timber located on the PROPERTY (PROJECT); and

WHEREAS, the CONTRACTOR represents that it possesses the requisite skills, knowledge, expertise, and resources to harvest and remove pine timber from the PROPERTY; and

WHEREAS, the DISTRICT and the CONTRACTOR have agreed on the type of activities to be performed by the CONTRACTOR and the amount and method of compensation to be paid by the CONTRACTOR to the DISTRICT for the pine timber.

NOW, THEREFORE, the DISTRICT and the CONTRACTOR, in consideration of the mutual terms, covenants and conditions set forth herein, agree as follows:

1. INDEPENDENT CONTRACTOR. The CONTRACTOR shall perform as an Independent Contractor and not as an employee, representative, or agent of the DISTRICT.
2. PROJECT MANAGER AND NOTICES. Each party hereby designates the employee set forth below as its respective Project Manager. Project Managers shall assist with PROJECT coordination and shall be each party's prime contact person. Notices and reports shall be sent to the attention of each party's Project Manager by U.S. mail, postage paid, by nationally recognized overnight courier, or personally to the parties' addresses as set forth in the introductory paragraph of this Agreement. Notice is effective upon receipt.

Project Manager for the DISTRICT: Allen Milligan

Project Manager for the CONTRACTOR: David Cauley

Any changes to the above representatives or addresses must be provided to the other party in writing.

3. **SCOPE OF WORK.** Upon receipt of a written Notice to Proceed from the DISTRICT, the CONTRACTOR agrees to purchase, harvest, and remove pine timber from the PROPERTY in accordance with the Scope of Work attached hereto as Exhibit "A". The CONTRACTOR must furnish all equipment and manpower required and necessary to complete the work. Any changes to the Scope of Work attached hereto and incorporated herein as Exhibit "A" must be mutually agreed upon and memorialized in a written amendment to this Agreement prior to being performed by the CONTRACTOR.

4. **PAYMENT.** The CONTRACTOR shall:

4.1 Pay the DISTRICT Twenty-two dollars and Eighty-two cents (\$22.82) for every ton of pine timber removed and ten dollars and zero cents (\$10.00) for every ton of pine topwood removed. Payment documentation must include load summaries showing the number of loads removed, the number of tons in each load removed, the date of removal, and the destination of the load. Payments and payment documentation shall be submitted weekly by the CONTRACTOR to the DISTRICT at the following address:

Cashier/Accounting  
Southwest Florida Water Management District  
2379 Broad Street  
Brooksville, Florida 34604-6899

4.2 Pay the DISTRICT, not as a penalty but as liquidated damages for any timber not designated by the DISTRICT which is cut, burned, or otherwise injured by the CONTRACTOR. For violation of this provision, the CONTRACTOR shall: i) pay the DISTRICT twenty dollars (\$20.00) per tree for pulpwood and chip-n-saw size trees and thirty-five dollars (\$35.00) per tree for saw timber size trees, for each damaged or cut tree as determined by the DISTRICT; ii) indemnify the DISTRICT for all costs and expenses incurred by the DISTRICT in connection with its investigation of the number of trees damaged, restoration work and removal of trees, and replanting, as performed by employees or contractors of the DISTRICT; iii) indemnify the DISTRICT for all costs and expenses incurred by the DISTRICT related to fire suppression and fire damage to other DISTRICT property; and iv) indemnify the DISTRICT for any other damages or costs incurred by the DISTRICT. Any payments due to the DISTRICT under this provision shall be made to the DISTRICT within fifteen (15) business days from receipt of the DISTRICT'S request for payment.

5. **TERM.** This Agreement shall be effective upon execution and shall remain in effect for twenty-four (24) months, or upon satisfactory completion of the PROJECT, whichever occurs first, unless amended in writing by the parties or unless terminated, pursuant to Paragraph 10 or 11 below.

6. **PROJECT RECORDS AND DOCUMENTS.** The CONTRACTOR, upon request, shall permit the DISTRICT to examine or audit all PROJECT-related records and documents during or following completion of the PROJECT at no cost to the DISTRICT. The CONTRACTOR shall pay the DISTRICT any additional payments determined to be owed to the DISTRICT under this Agreement, by an audit, within fifteen (15) business days from receipt of written notice from the DISTRICT. The CONTRACTOR shall maintain all such records and documents for at least five (5) years following the expiration or termination of this Agreement. If an audit is undertaken by the DISTRICT, all required records shall be

maintained until the audit has been completed and all questions arising from it are resolved. Each party shall allow public access to PROJECT documents and materials made or received by either party in accordance with the Public Records Act, Chapter 119, F.S. This provision shall survive the termination or expiration of this Agreement.

6.1 Each party shall allow public access to PROJECT documents and materials made or received by either party in accordance with the Public Records Act, Chapter 119, F.S. To the extent required by Section 119.0701, F.S., the CONTRACTOR shall (1) keep and maintain public records required by the DISTRICT to perform the service; (2) upon request from the DISTRICT'S custodian of public records, provide the DISTRICT with a copy of the requested records or allow the records to be inspected or copied within a reasonable time at a cost that does not exceed the cost provided by law; (3) ensure that public records that are exempt or confidential and exempt from public records disclosure requirements are not disclosed except as authorized by law for the duration of the term of this Agreement and following completion of the Agreement if the CONTRACTOR does not transfer the records to the DISTRICT; and (4) meet all requirement for retaining public records and transfer, at no cost to the District, all public records in possession of the Vendor upon termination of this Agreement and destroy any duplicate public record that are exempt or confidential and exempt from public records requirements. All records stored electronically must be provided to the DISTRICT, upon request from the DISTRICT'S custodian of public records, in a format that is compatible with the information technology systems of the DISTRICT.

6.2 **If the CONTRACTOR has questions regarding the application of Chapter 119, Florida Statutes, to the CONTRACTOR'S duty to provide public records relating to this Agreement, contact the custodian of public records by telephone at 352-205-8482, by email at [recordscustodian@swfwmd.state.fl.us](mailto:recordscustodian@swfwmd.state.fl.us), or at the following mailing address:**

**Public Records Custodian Southwest Florida Water  
Management District  
2379 Broad Street  
Brooksville, Florida 34604-6899**

Any changes to the above contact information will be provided to the CONTRACTOR in writing.

7. **OWNERSHIP.** The DISTRICT shall retain ownership to all timber on the Property until such timber is removed in accordance with the Scope of Work attached hereto as Exhibit "A". Upon termination or expiration of this Agreement, the DISTRICT shall retain ownership of all timber not removed from DISTRICT property.
8. **INDEMNIFICATION.** The CONTRACTOR agrees to defend, indemnify, and hold harmless the DISTRICT and all DISTRICT agents, employees, and officers from and against all liabilities, claims, damages, expenses or actions, either at law or in equity, including attorneys' fees and costs and attorneys' fees and costs on appeal, caused or

incurred, in whole or in part, as a result of any act or omission by the CONTRACTOR, its agents, employees, subcontractors, assigns, heirs, or anyone for whose acts or omissions any of these persons or entities may be liable during the CONTRACTOR'S performance under this Agreement. This provision shall survive the expiration or termination of this Agreement.

9. **INSURANCE REQUIREMENT.** The CONTRACTOR must maintain during the entire term of this Agreement, insurance in the following kinds and amounts or limits with a company or companies authorized to do business in the State of Florida and shall not commence work under this Agreement until the DISTRICT has received an acceptable certificate of insurance showing evidence of such coverage. Certificates of insurance must reference the DISTRICT Agreement Number and Project Manager.

9.1 Liability insurance on forms no more restrictive than the latest edition of the Commercial General Liability policy (CG 00 01) of the Insurance Services Office without restrictive endorsements, or equivalent, with the following minimum limit and coverage:

\$1,000,000 per occurrence / \$2,000,000 aggregate.

9.2 Vehicle liability insurance, including owned, non-owned and hired autos with the following minimum limits and coverage:

Bodily Injury Liability per Person .....	\$ 100,000
Bodily Injury Liability per Occurrence .....	\$ 300,000
Property Damage Liability .....	\$ 100,000
or	
Combined Single Limit .....	\$ 500,000

If the CONTRACTOR does not carry vehicle liability insurance in the company name, the CONTRACTOR must request an exclusion and provide proof of vehicle liability insurance for any subcontractor performing work on the PROJECT.

9.3 The DISTRICT and its employees, agents, and officers must be named as additional insureds on the general liability policy to the extent of the DISTRICT'S interests arising from this Agreement.

9.4 The CONTRACTOR must carry workers' compensation insurance in accordance with Chapter 440, F.S. If the CONTRACTOR does not carry workers' compensation coverage, the CONTRACTOR must submit to the DISTRICT both an affidavit stating that the CONTRACTOR meets the requirements of an independent contractor as stated in Chapter 440, F.S. and a certificate of exemption from workers' compensation coverage.

9.5 The CONTRACTOR must notify the DISTRICT in writing of the cancellation or material change to any insurance coverage required by this Agreement. Such notification must be provided to the DISTRICT within five (5) business days of the CONTRACTOR'S notice of such cancellation or change from its insurance carrier.

9.6 The CONTRACTOR must obtain certificates of insurance from any subcontractor otherwise the CONTRACTOR must provide evidence satisfactory to the DISTRICT that coverage is afforded to the subcontractor by the CONTRACTOR'S insurance policies.

10. **TERMINATION WITHOUT CAUSE**. This Agreement may be terminated by the DISTRICT without cause upon ten (10) days written notice to the CONTRACTOR. Termination is effective upon the tenth (10<sup>th</sup>) day as counted from the date of the written notice. In the event of termination under this paragraph, the CONTRACTOR shall be liable for any funds due to the DISTRICT up to the date of termination. In the case the Agreement is terminated under this paragraph or Paragraph 11, Default, the CONTRACTOR shall promptly remove any part or all of its equipment and supplies from the project site within two (2) business days. If the CONTRACTOR fails to do so, the DISTRICT shall have the right to remove such equipment and supplies and the CONTRACTOR shall indemnify the DISTRICT for such costs. This provision shall survive the expiration or termination of this Agreement.

11. **DEFAULT**. Either party may terminate this Agreement upon the other party's failure to comply with any term or condition of this Agreement, as long as the terminating party is not in default of any term or condition of this Agreement at the time of termination. To effect termination, the terminating party shall provide the defaulting party with a written "Notice of Termination" stating its intent to terminate and describing all terms and conditions with which the defaulting party has failed to comply. If the defaulting party has not remedied its default within thirty (30) days after receiving the Notice of Termination, this Agreement shall automatically terminate. If a default cannot reasonably be cured in thirty (30) days, then the thirty (30) days may be extended at the non-defaulting party's discretion if the defaulting party is pursuing a cure of the default with reasonable diligence. In addition, the initiation, either by the CONTRACTOR or against the CONTRACTOR, of proceedings in bankruptcy, or other proceedings for relief under any law for the relief of debtors, or the CONTRACTOR becoming insolvent, admitting in writing its inability to pay its debts as they mature or making an assignment for the benefit of creditors shall constitute a default by the CONTRACTOR entitling the DISTRICT to terminate this Agreement as set forth above. The parties agree that this Agreement is an executory contract. If, after termination by the DISTRICT, it is determined that the CONTRACTOR was not in default, or that the default was excusable, the rights and obligations of the parties shall be the same as if the termination had been issued for the convenience of the DISTRICT.

11.1 In the event this Agreement is terminated by the DISTRICT due to the CONTRACTOR'S default as set forth above, the CONTRACTOR shall be responsible to pay for the DISTRICT'S costs in finding a new contractor, and the difference between the CONTRACTOR'S unit price and the price of the DISTRICT'S new contractor, through the original term of this Agreement. The CONTRACTOR shall make the above-referenced payments to the DISTRICT within fifteen (15) business days from receipt of written notice by the DISTRICT requesting such payment.

11.2 In addition to any other remedies set forth above, the DISTRICT may avail itself of any and all remedies available under Florida law due to CONTRACTOR'S failure to comply with any term or condition of this Agreement. The DISTRICT'S waiver of any

of the CONTRACTOR'S obligations shall not be construed as the DISTRICT'S waiver of any other obligations of the CONTRACTOR.

11.3 The rights and remedies set forth in this Paragraph 11, shall survive the expiration or termination of this Agreement.

12. **RELEASE OF INFORMATION.** The CONTRACTOR agrees not to initiate any oral or written media interviews or issue press releases on or about the PROJECT without providing advance notice or copies to the DISTRICT'S Project Manager and Public Affairs Bureau Chief no later than three (3) business days prior to the interview or press release.
13. **ASSIGNMENT.** The CONTRACTOR may not assign any of its rights or delegate any of its obligations under this Agreement without the prior written consent of the DISTRICT. If the CONTRACTOR assigns its rights or delegates its obligations under this Agreement without the DISTRICT'S prior written consent, the DISTRICT is entitled to terminate this Agreement. If the DISTRICT terminates this Agreement, the termination is effective as of the date of the assignment or delegation. Any termination is without prejudice to the DISTRICT'S claim for damages.
14. **LAW COMPLIANCE.** The CONTRACTOR shall abide by and assist the DISTRICT in satisfying all applicable federal, state, and local laws, rules, regulations, and guidelines, related to performance under this Agreement. The CONTRACTOR shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, handicap, disability, marital status, or national origin. CONTRACTOR shall also comply with all Occupational Safety and Health Administration (OSHA) and Department of Transportation (DOT) safety rules pertaining to timber harvesting and transportation.
15. **VENUE AND APPLICABLE LAW.** All aspects of this Agreement are subject to and governed by Florida laws, including without limitation, Section 768.28. F.S. and any provisions contained in this Agreement in conflict therewith shall be void and of no effect. Any dispute arising from or related to this Agreement will be resolved in a court of competent jurisdiction in the state of Florida and venue for such proceedings, if in state court, shall be exclusively in Hillsborough County, Florida, and if in federal court, shall be exclusively in the Middle District of Florida, Tampa Division. This paragraph shall survive the expiration or termination of this Agreement.
16. **ATTORNEY FEES.** Should either party employ an attorney or attorneys to enforce any of the provisions of this Agreement, or to protect its interest in any matter arising under this Agreement, or to recover damages for the breach of this Agreement, the party prevailing is entitled to receive from the other party all reasonable costs, charges and expenses, including attorneys' fees, expert witness fees, fees and costs on appeal, and the cost of paraprofessionals working under the supervision of an attorney, expended or incurred in connection therewith, whether resolved by out-of-court settlement, arbitration, pre-trial settlement, trial or appellate proceedings, to the extent permitted under Section 768.28, F.S. This provision does not constitute a waiver of the DISTRICT'S sovereign immunity or extend the DISTRICT'S liability beyond the limits established in Section 768.28, F.S. This provision shall survive the termination or expiration of this Agreement.
17. **SUBCONTRACTORS.** Nothing in this Agreement will be construed to create or be implied to create any relationship between the DISTRICT and any subcontractor of the CONTRACTOR. The CONTRACTOR shall be solely liable for all payments due to its subcontractors. The CONTRACTOR agrees to defend, indemnify, and hold harmless the

DISTRICT, and all DISTRICT agents, employees and officers from and against all liabilities, claims, damages, expenses or actions, either at law or in equity, arising from a claim against the DISTRICT by a subcontractor of the CONTRACTOR. This provision shall survive the termination or expiration of this Agreement.

18. **THIRD PARTY BENEFICIARIES**. Nothing in this Agreement shall be construed to benefit any person or entity not a party to this Agreement.
19. **PUBLIC ENTITY CRIMES**. Pursuant to Subsections 287.133(2) and (3), F.S., a person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid, proposal, or reply on a contract to provide any goods or services to a public entity; may not submit a bid, proposal, or reply on a contract with a public entity for the construction or repair of a public building or public work; may not submit bids, proposals, or replies on leases of real property to a public entity; may not be awarded or perform work as a contractor, supplier, subcontractor, or consultant under a contract with any public entity; and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, F.S., for Category Two, for a period of 36 months following the date of being placed on the convicted vendor list. By signing this Agreement, the CONTRACTOR warrants that it is not currently on a suspended vendor list and that it has not been placed on a convicted vendor list in the past 36 months. The CONTRACTOR further agrees to notify the DISTRICT if placement on either of these lists occurs.
20. **STOP WORK ORDER**. The DISTRICT reserves the right to issue a Stop Work Order to the CONTRACTOR with instructions that all performance under this Agreement shall immediately cease and desist. Such Stop Work Order shall continue in full force and effect until rescinded in writing by the DISTRICT.
21. **ENTIRE AGREEMENT**. This Agreement and any exhibits thereto constitute the entire agreement between the parties and, unless otherwise provided herein, may be amended only in writing, signed by all parties to this Agreement.
22. **COUNTERPARTS AND AUTHORITY TO SIGN**. In accordance with the Electronic Signature Act of 1996, electronic signatures, including facsimile transmissions, may be used and shall have the same force and effect as a written signature. Each person signing this Agreement warrants that he or she is duly authorized to do so and to bind the respective party to the Agreement.

IN WITNESS WHEREOF, the parties hereto, or their lawful representatives, have executed this Agreement on the day and year set forth next to their signatures below.

SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT

By: \_\_\_\_\_  
John R. Mitten \_\_\_\_\_  
Chair Date

CONTRACTOR

By: \_\_\_\_\_  
James D. Cauley \_\_\_\_\_  
President Date

COPY

EXHIBIT "A"  
SCOPE OF WORK

PROJECT DESCRIPTION

The CONTRACTOR shall purchase, cut, and remove pine timber outlined below from within the defined project boundary of approximately 515 acres. This is a selection harvest which may contain marked-selection where all leave trees are marked with blue paint. In areas that may not be marked, operator select harvest will be utilized to remove approximately 50% of the standing volume by removing poor form, suppressed or weak trees, while maintaining approximately 40 ft<sup>2</sup>/acre basal area of dominant and co-dominant leave trees. This harvest will prioritize slash pine and only the necessary longleaf pine to meet the basal area requirements will be harvested. The stand is located on the Green Swamp Wilderness Preserve East Tract in Sumter County, Florida.

The DISTRICT agrees to comply with the following:

1. Designate the boundaries of the areas to be harvested and provide the CONTRACTOR access to the subject areas set forth in Attachment 1 and Attachment 2, attached hereto and made part hereof by reference.
2. Direct the order of the areas to be harvested.
3. The DISTRICT reserves the right to relocate the CONTRACTOR in the event of conflicting land uses.

The CONTRACTOR agrees to comply with the following requirements:

1. Coordinate starting dates and locations to accommodate other land uses as directed by the DISTRICT.
2. Use only main roads for access and keep all equipment and personnel within PROJECT boundaries.
3. Leave the stumps of trees cut no higher than six (6) inches above the ground except as otherwise authorized by the DISTRICT.
4. Do not leave any residual slash within two (2) feet of living trees. Keep all tops and debris inside the cutting unit boundaries. All trees cut which become lodged in other trees will be freed and removed the same day such lodging occurs.
5. Do not cut or otherwise injure any tree not designated by the DISTRICT. The CONTRACTOR shall be responsible for any violation of this provision as provided in Paragraph 4.2 of the Agreement.
6. Exercise due care and comply with industry standards against starting and spreading fires while performing work under this Agreement. The CONTRACTOR shall be responsible for any violation of this provision as provided in Paragraph 4.2 of the Agreement.

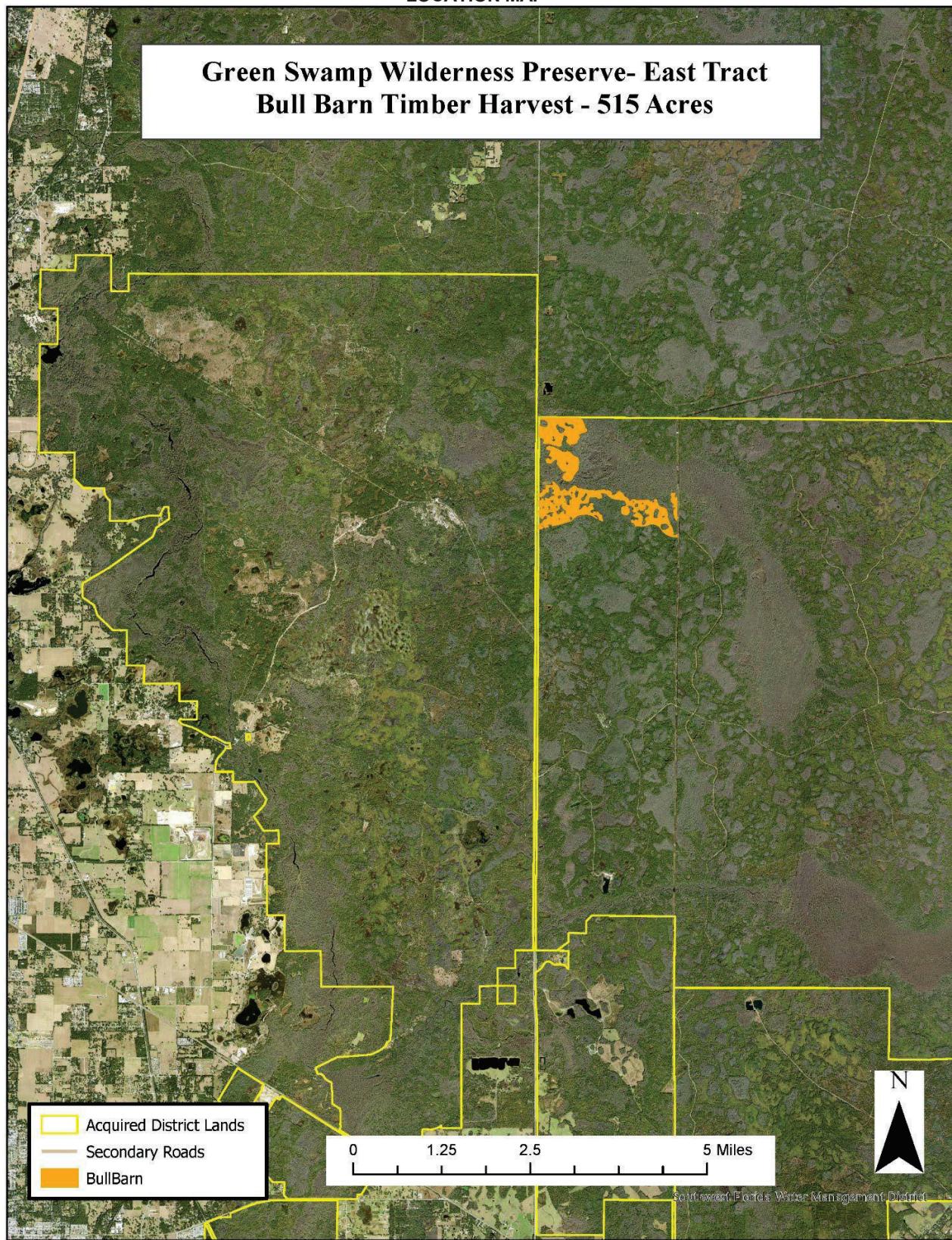
7. Protect from damage all gates, culverts, fences, and ditches on or adjacent to the land. Any property damage caused by the CONTRACTOR or its agents shall be repaired by the CONTRACTOR at its expense. Determination of necessary repairs to be completed shall be at the DISTRICT'S sole discretion.
8. At all times keep firebreaks, roads, and trails free of brush, debris, and equipment. The CONTRACTOR shall be responsible for keeping roads traversable at all times. Repair and restore promptly to its original condition, at the CONTRACTOR'S expense, any firebreaks, roads, or trails used by the CONTRACTOR in connection with this Agreement that are damaged beyond ordinary wear and tear by the CONTRACTOR or its agents which shall be determined by the DISTRICT in its sole discretion. The CONTRACTOR must exercise safe practices at all times for the protection of all persons and property.
9. Weigh all timber at mill or yard and be responsible for the DISTRICT'S load ticket system for all loads removed. Track the weight of pine timber harvested and removed and provide a written account with the weekly settlement payments in accordance with Paragraph 4 of this Agreement. The DISTRICT may install photo, video, or other recording devices at or near the PROJECT site.
10. In compliance with Florida's Silvicultural Best Management Practices for timber harvesting, take extra care and precautions in avoiding all wetlands and under no circumstances violate wetland areas with equipment.
11. To prevent the spread of invasive exotic weeds, clean all equipment prior to entering District property and again upon completion of the PROJECT at a site approved by the DISTRICT.
12. Obtain all required permits and approvals prior to commencing any work.

#### PERFORMANCE SCHEDULE

515 acres harvested within twenty-four (24) months from the effective date of Agreement.

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ATTACHMENT 1  
LOCATION MAP



ATTACHMENT 2  
HARVEST MAP



# **Governing Board Meeting**

**October 28, 2025**

## **5. RESOURCE MANAGEMENT COMMITTEE**

5.1 Discussion: Consent Item(s) Moved to Discussion ..... 141

**RESOURCE MANAGEMENT COMMITTEE**

**October 28, 2025**

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

**Presenter:**

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

# **Governing Board Meeting**

**October 28, 2025**

## **6. REGULATION COMMITTEE**

6.1 Discussion: Consent Item(s) Moved to Discussion ..... 142

**REGULATION COMMITTEE**

**October 28, 2025**

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

**Presenter:**

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

# **Governing Board Meeting**

**October 28, 2025**

## **7. GENERAL COUNSEL'S REPORT**

7.1	<b>Discussion:</b> Consent Item(s) Moved to Discussion .....	143
7.2	<b>Discussion:</b> Action Item: Affirm Governing Board Committee Actions .....	144

**GENERAL COUNSEL'S REPORT**

**October 28, 2025**

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

**Presenter:**

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

**GENERAL COUNSEL'S REPORT**

**October 28, 2025**

**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, Land, & 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**

**October 28, 2025**

**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**

**October 28, 2025**

**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**

**October 28, 2025**

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

**Staff Recommendation:**

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

**Presenter:**

Jack Bispham, Vice Chair

**CHAIR'S REPORT**

**October 28, 2025**

**Discussion: Information Item: Employee Milestones**

**Staff Recommendation:**

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

**Presenter:**

Jack Bispham, Vice Chair

Years of Service	Seniority Date	Preferred Full Name	Position Title	Office Location	Bureau	Anniversary Year	Next Milestone
5	10/12/2020	Buffy Wolfe	Senior Business Support Specialist	Sarasota	Natural Systems and Restoration	2025	10/12/2025
5	10/19/2020	Deborah Heckaman	Grants Compliance Accountant	Brooksville	Finance	2025	10/19/2025
5	10/19/2020	Thomas Hyle	Lead Communications Coordinator	Brooksville	Communications and Board Services	2025	10/19/2025
10	10/19/2015	Victoria Sierchio	Senior Professional Geologist	Tampa	Water Use Permit	2025	10/19/2025
10	10/30/2015	Mike Bray	Assistant General Counsel	Tampa	Office General Counsel	2025	10/30/2025
20	10/12/2005	Robyn Felix	Communications & Board Services Bureau Chief	Brooksville	Communications and Board Services	2025	10/12/2025
20	10/31/2005	Tammy Plazak	Lead Environmental Scientist	Tampa	Natural Systems and Restoration	2025	10/31/2025

**CHAIR'S REPORT**

**October 28, 2025**

**Discussion: Action Item: 2025 Employee Evaluation and 2026 Performance Goals for the Executive Director and Inspector General**

Board Policy No. 710-2 governs the performance evaluation process for the Executive Director and Inspector General. The Policy provides that:

- Each Board member shall independently provide input on the Executive Director's and Inspector General's performance in anticipation of Governing Board approval of the annual employee evaluation for each employee.
- The Executive Director shall provide input on the 2025 administrative performance of the Inspector General.
- With this input, the Governing Board Chair will draft the Executive Director's 2025 evaluation and the Governing Board Treasurer drafts the Inspector General's 2025 evaluation.
- The Executive Director and Inspector General shall provide the Board with their proposed goals for 2026, against which they will be reviewed in the next year.

Consistent with Board Policy No. 710-2, at this meeting:

1. The Board Chair will provide to the Governing Board his draft 2025 evaluation for the District's Executive Director, Brian J. Armstrong, and the Board Treasurer will provide to the Governing Board his draft 2025 evaluation for the District's Inspector General, Brian R. Werthmiller. The Governing Board will have an opportunity to review, discuss and make any changes that it may wish to make to these draft evaluations. The Governing Board will also be asked to approve these evaluations so that they can be finalized and delivered to the employees.
2. Executive Director Brian J. Armstrong will present his proposed 2026 performance goals for approval. Inspector General Brian R. Werthmiller's goals were included as part of the Inspector General Performance Measures item on today's consent agenda.

**Staff Recommendation:**

- Adopt and approve the 2025 employee evaluations of Executive Director Brian J. Armstrong and Inspector General Brian R. Werthmiller that were completed by the Governing Board Chair and the Governing Board Treasurer, respectively.
- Adopt and approve the 2026 Executive Director goals.

**Presenters:**

Jack Bispham, Vice Chair  
John E. Hall, Treasurer