

Governing Board Meeting

Agenda and Meeting Information

July 25, 2023

9:00 a.m.

7601 US-301 • Tampa, Florida
(813) 985-7481 • 1-800-423-1476

Southwest Florida
Water Management District

WATERMATTERS.ORG • 1-800-423-1476



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

An Equal
Opportunity
Employer

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

Final Agenda GOVERNING BOARD MEETING

JULY 25, 2023
9:00 AM

7601 US 301 North, Tampa, FL 33637
(813) 985-7481

All meetings are open to the public

MEETING NOTICE

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

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

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

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

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

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

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

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

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

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

1. CONVENE PUBLIC MEETING

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

2. CONSENT AGENDA

- 2.1 **Finance/Outreach and Planning Committee:** Independent Auditing Services Contract
- 2.2 **Resource Management Committee:** FARMS – Bethel Farms, LLLP – Phase 5 (H814), DeSoto County
- 2.3 **Resource Management Committee:** FARMS – Midway Farms, LLC (H815), Polk County
- 2.4 **Resource Management Committee:** FARMS – Marshall Tree Farm, Inc. (H816), Levy County
- 2.5 **General Counsel's Report:** Authorization to Issue Administrative Complaint and Order – Permit Condition Violations – Tampa Oaks Senior Living, LLC – Environmental Resource Permit No. 43042559.000 – CT No. 398974– Hillsborough County
- 2.6 **Executive Director's Report:** Approve Governing Board Minutes – June 27, 2023

3. FINANCE/OUTREACH AND PLANNING COMMITTEE

- 3.1 **Discussion:** Information Item: Consent Item(s) Moved to Discussion
- 3.2 **Discussion:** Action Item: Investment Strategy Quarterly Update
- 3.3 **Discussion:** Action Item: Fiscal Year (FY) 2024 Budget Development
 - 1. Adoption of Proposed Millage Rate for FY2024
 - 2. FY2024 Budget Update and *Tentative Budget Submission*
- 3.4 **Submit & File:** Information Item: Budget Transfer Report
- 3.5 **Submit & File:** Information Item: Office of Inspector General April 1, 2023 to June 30, 2023 Quarterly Update

4. RESOURCE MANAGEMENT COMMITTEE

- 4.1 **Discussion:** Information Item: Consent Item(s) Moved to Discussion
- 4.2 **Discussion:** Action Item: Draft Tampa Bay Surface Water Improvement and Management (SWIM) Plan (W020)

5. OPERATIONS, LANDS, AND RESOURCE MONITORING COMMITTEE

- 5.1 **Discussion:** Information Item: Consent Item(s) Moved to Discussion
- 5.2 **Discussion:** Action Item: Purchase and Sale Agreement – Jordan Ranch/Two-Mile Prairie Project, SWF Parcel No. 19-707-109

6. REGULATION COMMITTEE

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

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

7. GENERAL COUNSEL'S REPORT

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

8. COMMITTEE/LIAISON REPORTS

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

9. EXECUTIVE DIRECTOR'S REPORT

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

10. CHAIR'S REPORT

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

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

ADJOURNMENT

GOVERNING BOARD OFFICERS, COMMITTEES AND LIAISONS

Approved June 26, 2023

| OFFICERS | |
|-----------------|---------------------|
| Chair | Ed Armstrong |
| Vice Chair | Michelle Williamson |
| Secretary | John Mitten |
| Treasurer | Jack Bispham |

| OPERATIONS, LANDS AND RESOURCE MONITORING COMMITTEE |
|--|
| John Hall |
| Kelly Rice |
| John Mitten |

| RESOURCE MANAGEMENT COMMITTEE |
|--|
| Ashley Bell Barnett |
| Michelle Williamson |
| James Holton |

| REGULATION COMMITTEE |
|---------------------------------|
| Dustin Rowland |
| Robert Stern |
| Joel Schleicher |

| FINANCE/OUTREACH AND PLANNING COMMITTEE |
|--|
| Jack Bispham |
| Joel Schleicher |
| Kelly Rice |

** Board policy requires the Governing Board Treasurer to chair the Finance Committee.*

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

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

**Southwest Florida Water Management District Schedule of Meetings
Fiscal Year 2023**

5/11/2023

Governing Board Meeting

October 18, 2022 – 9:00 a.m., Tampa Office
November 15, 2022 – 9:00 a.m., Brooksville Office
December 13, 2022 – 9:00 a.m., Brooksville Office
January 24, 2023 – 9:00 a.m., Tampa Office
February 28, 2023 – 9:00 a.m., Brooksville Office
March 28, 2023 – 9:00 a.m., Brooksville Office
April 25, 2023 – 9:00 a.m., Tampa Office
May 23, 2023 – 9:00 a.m., Tampa Office
June 27, 2023 – 9:00 a.m., Brooksville Office
July 25, 2023 – 9:00 a.m., Tampa Office
August 22, 2023 – 9:00 a.m., Brooksville Office
September 26, 2023 – 3:00 p.m., Tampa Office

Governing Board Workshop

November 15, 2022 – 10:30 a.m., Brooksville Office

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

2023 – September 12 & 26

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

2022 – December 6 (meeting replaced with December 16 field trip)
2023 – March 14, June 13, September 12

Environmental Advisory Committee – 10:00 a.m.

2022 – October 11 (canceled)
2023 – January 10, April 11, July 11

Industrial Advisory Committee – 10:00 a.m.

2022 – November 8
2023 – February 14 (meeting replaced with February 17 field trip), May 9, August 8

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

2022 – November 8 (canceled)
2023 – February 14, May 9 (meeting replaced with May 5 field trip), August 8

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

2022 – October 26, December 7
2023 – January 11, (canceled) February 22, May 24, July 12

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

2022 – November 9
2023 – January 25, March 8, July 26

Meeting Locations

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

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

Governing Board Meeting
July 25, 2023

1. CONVENE PUBLIC MEETING

1.1 Call to Order..... 4

1.2 Invocation and Pledge of Allegiance..... 5

1.3 Employee Recognition 6

1.4 Additions and Deletions to Agenda..... 7

1.5 Public Input for Issues Not Listed on the Agenda 8

CONVENE PUBLIC MEETING

July 25, 2023

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:

Ed Armstrong, Chair

CONVENE PUBLIC MEETING

July 25, 2023

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:

Ed Armstrong, Chair

CONVENE PUBLIC MEETING

July 25, 2023

Employee Recognition

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

Staff Recommendation:

- Michael Bench, Regulatory Support Supervisor, Regulatory Support Bureau

Presenter:

Ed Armstrong, Chair

CONVENE PUBLIC MEETING

July 25, 2023

Additions/Deletions to Agenda

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

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

Staff Recommendation:

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

Presenter:

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

CONVENE PUBLIC MEETING

July 25, 2023

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:

Ed Armstrong, Chair

2. Consent Agenda

Governing Board Meeting

July 25, 2023

2. CONSENT AGENDA

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

| | | |
|-----|---|----|
| 2.1 | Finance/Outreach and Planning Committee: Independent Auditing Services Contract | 9 |
| 2.2 | Resource Management Committee: FARMS – Bethel Farms, LLLP – Phase 5 (H814), DeSoto County | 29 |
| 2.3 | Resource Management Committee: FARMS – Midway Farms, LLC (H815), Polk County | 32 |
| 2.4 | Resource Management Committee: FARMS – Marshall Tree Farm, Inc. (H816), Levy County | 35 |
| 2.5 | General Counsel's Report: Authorization to Issue Administrative Complaint and Order – Permit Condition Violations – Tampa Oaks Senior Living, LLC – Environmental Resource Permit No. 43042559.000 – CT No. 398974– Hillsborough County..... | 37 |
| 2.6 | Executive Director's Report: Approve Governing Board Minutes – June 27, 2023..... | 38 |

CONSENT AGENDA**July 25, 2023****Finance/Outreach and Planning Committee: Independent Auditing Services Contract***Purpose*

Exercise the renewal option within the current contract and approve the first amendment to the agreement engaging James Moore & Co., P.L.(JMCO) to perform the fiscal year 2022-23 auditing services.

Background

On August 23, 2022, the Governing Board approved the hiring of JMCO, Certified Public Accountants, to perform the annual audit of the District's financial statements and the necessary federal and state single audits as a result of the District's bid. The contract was awarded to JMCO for one-year, with four one-year renewals in accordance with the provisions of the bid. This renewal represents the first one-year renewal.

In accordance with terms of the contract, JMCO has requested an increase in compensation of 6.9 percent which equates to an approximate increase of \$6,831 depending on how many single audits are required.

| Services | FY2023 | FY2022 | Increase |
|---|------------------|-----------------|-----------------|
| Basic Financial Statements (including 1 federal and 1 state single audit) | \$98,348 | \$92,000 | \$6,348 |
| Each additional federal single audit | 4,276 | 4,000 | 276 |
| Each additional state single audit | 3,207 | 3,000 | 207 |
| Total | \$105,831 | \$91,105 | \$6,831 |

Actual costs for the previous audit included under this contract is as follows:

| Services | FY2022 |
|---|-----------------|
| Basic Financial Statements (including 1 federal and 1 state single audit) | \$92,000 |
| Each additional federal single audit, FY2022 base rate \$4,000 each | 0 |
| Each additional state single audit, FY2022 base rate \$3,000 each | 0 |
| Total | \$92,000 |

Apart from the increase in fees, there are no significant changes to the contract other than the time requirements, reflecting that the audit is for the fiscal year 2022-23 financial audit.

Staff Recommendation:

1. Exercise the renewal option within the current contract and approve the first amendment to the agreement engaging JMCO to perform the fiscal year 2022-23 auditing services; and
2. Authorize the Executive Director or designee to execute the first amendment to the current contract with JMCO to perform the fiscal year 2022-23 auditing services.

Presenter:

Brandon Baldwin, Division Director, Business and IT Services

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FIRST AMENDMENT
TO AGREEMENT BETWEEN THE
SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT
AND
JAMES MOORE & CO., P.L.
FOR
INDEPENDENT AUDITING SERVICES

This FIRST AMENDMENT effective July 31, 2023, 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, hereinafter referred to as the "DISTRICT," and JAMES MOORE & CO., P.L., having an address of 5931 NW 1st Place Gainesville, Florida 32607, hereinafter referred to as the "AUDITOR."

WITNESSETH:

WHEREAS, the DISTRICT and the AUDITOR entered into an agreement effective August 29, 2022, (Agreement No. 23CN0004035) hereinafter referred to as the "Existing Agreement" for Independent Auditing Services; and

WHEREAS, the parties hereto wish to amend the Existing Agreement to engage the AUDITOR to perform the fiscal year 2023 auditing services in accordance with the renewal option set forth in the Contract Period paragraph of the Existing Agreement, replace the DISTRICT'S Project Manager, increase compensation, extend the expiration date, modify documents, and modify the Schedule of Proposed Progress Payments and Engagement Letter.

NOW THEREFORE, in consideration of the mutual terms, covenants and conditions contained herein, the parties hereby mutually agree to amend the Existing Agreement as follows:

1. Paragraph 2, Project Manager and Notices, is hereby amended to replace the DISTRICT'S Project Manager with Ann Kenny, Finance Bureau, Accounting Manager.
2. Paragraph 4, Compensation, is hereby amended as follows to recognize that the DISTRICT has approved One Hundred Eight Thousand Dollars (\$108,000) for the PROJECT for Fiscal Year 2023.

4. COMPENSATION. For satisfactory completion of the PROJECT, the DISTRICT agrees to pay the AUDITOR an amount not to exceed One Hundred Eight Thousand Dollars (\$108,000), for fiscal year 2023, in accordance with the percentage of completion as outlined in the Schedule of Proposed Progress Payments set forth in Exhibit "A-1" and the Local Government Prompt Payment Act, Part VII of Chapter 218, Florida Statutes, upon receipt of a properly documented invoice.

3. Paragraph 5, Contract Period, is hereby amended to extend the expiration date of August 29, 2023, to July 31, 2024.
4. Paragraph 27, Documents, is hereby amended to include Exhibit "C," Time Requirements, attached hereto. In the event of a conflict of contract terminology, the priority of Exhibit "C" will be after Exhibit "A."
5. Exhibit "A," Schedule of Proposed Progress Payments for the Audit of the September 30, 2022 Financial Statements, is hereby amended to include Exhibit "A1," attached hereto.
6. Exhibit "B," Engagement Letter, is amended to include Exhibit "B1," attached hereto.
7. The terms, covenants and conditions set forth in the Existing Agreement that have not been specifically amended herein, will continue in existence, are hereby ratified, approved and confirmed, and will remain binding upon the parties hereto.

The remainder of this page intentionally left blank.

IN WITNESS WHEREOF, the parties hereto, or their lawful representatives, have executed this FIRST AMENDMENT on the day and year set forth next to their signatures below.

SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT

By: _____
Amanda Rice, P.E. Date
Assistant Executive Director

JAMES MOORE & CO., P.L.

By: _____
Suzanne Forbes, Partner Date
Authorized Agent for Company

FIRST AMENDMENT
TO AGREEMENT BETWEEN THE
SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT
AND
JAMES MOORE & CO., P.L.
FOR
INDEPENDENT AUDITING SERVICES

EXHIBIT "A-1"

SCHEDULE OF PROPOSED PROGRESS PAYMENTS
FOR THE AUDIT OF THE SEPTEMBER 30, 2023 FINANCIAL STATEMENTS

Total not to exceed amount \$108,000

- 1) Basic Financial Statements
 - One state single audit
 - One federal single audit

| | Percentage of Completion | Progress Payment Due |
|-----------------------------------|-----------------------------|-------------------------|
| Completion of Interim Audit | 50% | \$49,174.00 |
| Completion of Year End Field Work | 30% | \$29,504.40 |
| Issuance of Final Report | 20% | \$19,669.60 |

*The total below includes all direct and indirect costs including all out-of-pocket expenses. In addition, includes one state major project (\$3,207), and one federal major program (\$4,276).

Total *\$98,348

- 2) Contingency for additional Federal and State Single Audits and new GASB implementation**: \$9,652

- Each additional federal single audit.....\$4,276
- Each additional state single audit.....\$3,207
- New GASB implementation (if required) \$TBD

| | | |
|---|-----|---------------|
| Completion of Year End Field Work | 50% | \$ <u>TBD</u> |
| Issuance of Federal and State Single Audit Reports | 50% | \$ <u>TBD</u> |

**The number of required single audits varies from year to year depending on the level of expenditures incurred, total federal and state funds received, prior two years single audits performed and the nature of the funding source for those expenditures. If any new GASB implementations are required a price will be negotiated based on the complexity of the implementation.



May 15, 2023

To the Governing Board,
Southwest Florida Water Management District:

You have requested that we audit the financial statements of the governmental activities and each major fund of the Southwest Florida Water Management District (the District) as of September 30, 2023, and for the year then ended, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the table of contents.

In addition, if applicable, we will audit the District's compliance over major federal award programs and major state projects for the year ended September 30, 2023. We are pleased to confirm our acceptance and our understanding of this audit engagement by means of this letter. Our audits will be conducted with the objectives of our expressing an opinion on each opinion unit and an opinion on compliance regarding the District's major federal award programs and major state projects.

The objectives of our audit of the financial statements are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS), and in accordance with Government Auditing Standards, and the provisions of Chapter 10.550, Rules of the State of Florida, Office of the Auditor General, will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

The objectives of our compliance audit are to obtain sufficient appropriate audit evidence to form an opinion and report at the level specified in the governmental audit requirement about whether the District complied in all material respects with the applicable compliance requirements and identify audit and reporting requirements specified in the governmental audit requirement that are supplementary to GAAS and Government Auditing Standards, if any, and perform procedures to address those requirements.

Accounting principles generally accepted in the United States of America (U.S. GAAP), as promulgated by the Governmental Accounting Standards Board (GASB) require that supplementary information, such as management's discussion and analysis (MD&A) or budgetary comparison information, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the GASB, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the required supplementary information (RSI) in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist primarily of inquiries of management regarding their methods of measurement and presentation, and comparing the information for consistency with management's responses to our inquiries. We will not express an opinion or provide any form of assurance on the RSI. The following RSI is required by U.S. GAAP. This RSI will be subjected to certain limited procedures but will not be audited:

1. Management's discussion and analysis
2. Budgetary comparison schedules

3. Pension and OPEB schedules (as applicable)

Supplementary information other than RSI will accompany the District's basic financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the basic financial statements and perform certain additional procedures, including comparing and reconciling the supplementary information to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and additional procedures in accordance with GAAS. We intend to provide an opinion on whether the following supplementary information is presented fairly in all material respects in relation to the basic financial statements as a whole:

1. Schedule of Revenues, Expenditures, and Changes in Fund Balances – Budget and Actual – Capital Projects Funds
2. Schedule of expenditures of federal awards and state financial assistance (if applicable)

Also, the document we submit to you will include the following other additional information which will not be subjected to the auditing procedures applied in our audit of the basic financial statements:

1. Introductory section
2. Statistical section

Data Collection Form

If applicable, prior to the completion of our engagement, we will complete the sections of the Data Collection Form that are our responsibility, if the Data Collection Form is applicable. The form will summarize our audit findings, amounts and conclusions. It is management's responsibility to submit a reporting package including financial statements, schedule of expenditure of federal awards, summary schedule of prior audit findings and corrective action plan along with the Data Collection Form to the federal audit clearinghouse. The financial reporting package must be text searchable, unencrypted, and unlocked. Otherwise, the reporting package will not be accepted by the federal audit clearinghouse. We will assist you in the electronic submission and certification. You may request from us copies of our report for you to include with the reporting package submitted to pass-through entities.

The Data Collection Form, if applicable, is required to be submitted within the earlier of 30 days after receipt of our auditors' reports or nine months after the end of the audit period, unless specifically waived by a federal cognizant or oversight agency for audits. Data Collection Forms submitted untimely are one of the factors in assessing programs at a higher risk.

Audit of the Financial Statements

We will conduct our audits in accordance with GAAS and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States of America (if applicable); the audit requirements of Title 2 U.S. Code of Federal Regulations (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, Audit Requirements for Federal Awards* (Uniform Guidance) (if applicable); Section 215.97, Florida Statutes, *Florida Single Audit Act* (if applicable), and the provisions of Chapter 10.550, Rules of the State of Florida, Office of the Auditor General (if applicable). As part of an audit of financial statements in accordance with GAAS, and in accordance with Government Auditing Standards, and the provisions of Chapter 10.550, Rules of the State of Florida, Office of the Auditor General, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. However, we will communicate to you in writing concerning any significant deficiencies or material weaknesses in internal control relevant to the audit of the financial statements that we have identified during the audit.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk that some material misstatements may not be detected exists, even though the audit is properly planned and performed in accordance with U.S. GAAS and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States of America, and the provisions of Chapter 10.550, Rules of the State of Florida, Office of the Auditor General. Please note that the determination of abuse is subjective and *Government Auditing Standards* does not require auditors to detect abuse.

Our responsibility as auditors is limited to the period covered by our audit and does not extend to any other periods.

We will issue a written report upon completion of our audit of the District's basic financial statements. Our report will be addressed to the governing body of the District. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add an emphasis-of-matter or other-matter paragraph(s) to our auditors' report, or if necessary, withdraw from the engagement. If our opinions on the basic financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

In accordance with the requirements of *Government Auditing Standards*, we will also issue a written report describing the scope of our testing over internal control over financial reporting and over compliance with laws, regulations, and provisions of grants and contracts, including the results of that testing. However, providing an opinion on internal control and compliance over financial reporting will not be an objective of the audit and, therefore, no such opinion will be expressed.

We also will issue a written report as required by Chapter 10.550, Rules of the State of Florida, Office of the Auditor General upon completion of our audit.

Significant Risks Identified

We have identified the following preliminary significant risks of material misstatement as part of our audit planning, which are being communicated to comply with auditing standards and do not represent any specific finding and/or concerns related to the audit:

- Override of internal controls by management
- Improper revenue recognition due to fraud
- Improper use of restricted resources

Our final communication of significant risks identified will take place upon completion of our audit.

Audit(s) of Major Program and/or Major Project Compliance

If applicable, our audit(s) of the District's major federal award program(s) and/or state project(s) compliance will be conducted in accordance with the requirements of the Single Audit Act, as amended; the Uniform Guidance; and Chapter 10.550, Rules of the State of Florida, Office of the Auditor General; and will include tests of accounting records, a determination of major programs and/or projects in accordance with the Uniform Guidance, Chapter 10.550, Rules of the State of Florida, Office of the Auditor General, and other procedures we consider necessary to enable us to express such an opinion on major federal award program and/or major state project compliance and to render the required reports. We cannot provide assurance that an unmodified opinion on compliance will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or withdraw from the engagement.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether material noncompliance with applicable laws and regulations, the provisions of contracts and grant agreements applicable to major federal award programs, and the applicable compliance requirements occurred, whether due to fraud or error, and express an opinion on the District's compliance based on the audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, Government Auditing Standards, and the Uniform Guidance will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the District's compliance with the requirements of the federal programs as a whole.

Our procedures will consist of determining major federal programs and, performing the applicable procedures described in the U.S. Office of Management and Budget OMB Compliance Supplement for the types of compliance requirements that could have a direct and material effect on each of the District's major programs, and performing such other procedures as we consider necessary in the circumstances. The purpose of those procedures will be to express an opinion on the District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Also, as required by the Uniform Guidance, we will obtain an understanding of the District's internal control over compliance relevant to the audit in order to design and perform tests of controls to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each of the District's major federal award programs. Our tests will be less in scope than would be necessary to render an opinion on these controls and, accordingly, no opinion will be expressed in our report. However, we will communicate to

you, regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we have identified during the audit.

Chapter 10.550, Rules of the State of Florida, Office of the Auditor General requires that we also plan and perform the audit to obtain reasonable assurance about whether material noncompliance with applicable laws and regulations, the provisions of contracts and grant agreements applicable to major state projects, and the applicable compliance requirements occurred, whether due to fraud or error, and express an opinion on the District's compliance based on the audit. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS, Government Auditing Standards, and Chapter 10.550, Rules of the State of Florida, Office of the Auditor General, will always detect material noncompliance when it exists. The risk of not detecting material noncompliance resulting from fraud is higher than for that resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Noncompliance with the compliance requirements is considered material if there is a substantial likelihood that, individually or in the aggregate, it would influence the judgment made by a reasonable user of the report on compliance about the District's compliance with the requirements of the state projects as a whole.

Our procedures will consist of tests of transactions and other applicable procedures described in the State of Florida State Projects Compliance Supplement for the types of compliance requirements that could have a direct and material effect on each of the Organization's major state projects, and performing such other procedures as we consider necessary in the circumstances. The purpose of these procedures will be to express an opinion on the District's compliance with requirements applicable to each of its major state projects in our report on compliance issued pursuant to Chapter 10.550, Rules of the State of Florida, Office of the Auditor General.

Also, as required by Chapter 10.550, Rules of the State of Florida, Office of the Auditor General, we will obtain an understanding of the District's internal control over compliance relevant to the audit in order to design and perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major state project. Our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to Chapter 10.550, Rules of the State of Florida, Office of the Auditor General. However, we will communicate to you, regarding, among other matters, the planned scope and timing of the audit and any significant deficiencies and material weaknesses in internal control over compliance that we have identified during the audit.

As part of a compliance audit in accordance with GAAS, and in accordance with Government Auditing Standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also identify and assess the risks of material noncompliance, whether due to fraud or error, and design and perform audit procedures responsive to those risks.

We will issue a report on compliance that will include an opinion or disclaimer of opinion regarding the District's major federal award programs and/or major state projects, and a report on internal controls over compliance that will report any significant deficiencies and material weaknesses identified; however, such report will not express an opinion on internal control.

Management's Responsibilities

Our audit will be conducted on the basis that management acknowledge and understand that they have responsibility:

1. For the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America;
2. For the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error;
3. For identifying, in its accounts, all federal awards received and state financial assistance expended during the period and the federal programs under which they were received;
4. For maintaining records that adequately identify the source and application of funds for federally funded activities;
5. For preparing the schedule of expenditures of federal awards and/or state financial assistance (including notes and noncash assistance received) in accordance with the Uniform Guidance (if applicable) and Chapter 10.550, Rules of the State of Florida, Office of the Auditor General requirements (if applicable);
6. For the design, implementation, and maintenance of internal control over federal awards, state financial assistance, and compliance;
7. For establishing and maintaining effective internal control over federal awards and state financial assistance that provides reasonable assurance that the District is managing federal awards and state projects in compliance with federal and state statutes, regulations, and the terms and conditions of the federal awards and state financial assistance;
8. For identifying and ensuring that the District complies with federal laws and state statutes, regulations, and the terms and conditions of federal award programs and state financial assistance projects and implementing systems designed to achieve compliance with applicable federal and state statutes, regulations, rules, provisions of contracts or grant agreements, and the terms and conditions of federal award programs and state financial assistance projects;
9. For disclosing accurately, currently, and completely the financial results of each federal award and major state project in accordance with the requirements of the award;
10. For identifying and providing report copies of previous audits, attestation engagements, or other studies that directly relate to the objectives of the audit, including whether related recommendations have been implemented;
11. For taking prompt action when instances of noncompliance are identified;
12. For addressing the findings and recommendations of auditors, for establishing and maintaining a process to track the status of such findings and recommendations and taking corrective action on reported audit findings from prior periods and preparing a summary schedule of prior audit findings;
13. For following up and taking corrective action on current year audit findings and preparing a corrective action plan for such findings;
14. For submitting the reporting package and data collection form to the appropriate parties;
15. For making the auditor aware of any significant contractor relationships where the contractor is responsible for program compliance;
16. To provide us with:
 - a. Access to all information of which management is aware that is relevant to the preparation and fair presentation of the financial statements, including the disclosures, and relevant to federal award programs and state financial assistance projects, such as records, documentation, and other matters;
 - b. Additional information that we may request from management for the purpose of the audit;
 - c. Unrestricted access to persons within the District and others from whom we determine it necessary to obtain audit evidence.
 - d. A written acknowledgement of all the documents that management expects to issue that will be included in the annual report and the planned timing and method of issuance of that annual report; and
 - e. A final version of the annual report (including all the documents that, together, comprise the annual report) in a timely manner prior to the date of the auditors' report

17. For adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the current year period(s) under audit are immaterial, both individually and in the aggregate, to the financial statements as a whole;
18. For acceptance of nonattest services, including identifying the proper party to oversee nonattest work;
19. For maintaining adequate records, selecting and applying accounting principles, and safeguarding assets;
20. For informing us of any known or suspected fraud affecting the District involving management, employees with significant role in internal control and others where fraud could have a material effect on compliance;
21. For the accuracy and completeness of all information provided;
22. For taking reasonable measures to safeguard protected personally identifiable and other sensitive information;
23. For confirming your understanding of your responsibilities as defined in this letter to us in your management representation letter; and
24. For identifying and ensuring that the District complies with applicable laws, regulations, contracts, agreements, and grants.
25. Additionally, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan. The summary schedule of prior audit findings should be available for our review on the first day of fieldwork.

With regard to the supplementary information referred to above, you acknowledge and understand your responsibility (a) for the preparation of the supplementary information in accordance with the applicable criteria, (b) to provide us with the appropriate written representations regarding supplementary information, (c) to include our report on the supplementary information in any document that contains the supplementary information and that indicates that we have reported on such supplementary information, and (d) to present the supplementary information with the audited financial statements, or if the supplementary information will not be presented with the audited financial statements, to make the audited financial statements readily available to the intended users of the supplementary information no later than the date of issuance by you of the supplementary information and our report thereon.

As part of our audit process, we will request from management written confirmation concerning representations made to us in connection with the audit.

Additional Examination Engagements

You have requested that we examine the District's compliance for the fiscal year ended September 30, 2023, with the following statutes (collectively, "the Statutes"):

- Section 218.415, Florida Statutes, *Local Government Investment Policies*

We are pleased to confirm our acceptance and our understanding of this direct examination engagement by means of this letter. Our examination will be conducted with the objective of obtaining reasonable assurance by evaluating whether the District complied in all material respects with the Statutes and performing other procedures to obtain sufficient appropriate evidence to express an opinion in a written practitioner's report that conveys the results of our evaluation.

Practitioner Responsibilities

We will conduct our examination in accordance with the attestation standards established by the AICPA. An examination involves performing procedures to obtain attest evidence about whether the District complied with the Statutes, in all material respects. An examination involves performing procedures to obtain evidence about the District's compliance with the Statutes. The nature, timing, and extent of procedures selected depend on the practitioner's judgment, including the assessment of the risks of material misstatement of the underlying subject matter, whether due to fraud or error.

Because of the inherent limitations of an examination engagement, together with the inherent limitations of internal control, an unavoidable risk exists that some material misstatements may not be detected, even though the examination is properly planned and performed in accordance with the attestation standards. However, we will inform you of any material noncompliance with laws or regulations, uncorrected misstatements, fraud, and when relevant to the underlying subject matter or subject matter information, internal control deficiencies that comes to our attention, unless clearly inconsequential.

Management Responsibilities

Our examination will be conducted on the basis that management and, when appropriate, those charged with governance, acknowledge and understand that they have responsibility:

1. For ensuring the District complies with the Statutes;
2. For the design, implementation, and maintenance of internal control to prevent, or detect and correct, misstatement of or noncompliance with the Statutes, due to fraud or error;
3. For selecting the criteria for the evaluation of the District's compliance with the Statutes;
4. Determining that such criteria are suitable, will be available to the intended users, and are appropriate for the purpose of the engagement; and
5. To provide us with:
 - a. Access to all information of which management is aware that is relevant to compliance with the Statutes, such as records, documentation, and other matters and that you are responsible for the accuracy and completeness of that information;
 - b. Additional information that we may request from management for the purpose of the examination; and
 - c. Unrestricted access to persons within the District from whom we determine it necessary to obtain attest evidence.

As part of our examination process, we will request from you written confirmation concerning representations made to us in connection with the examination.

Reporting

We will issue a written report upon completion of our examination of the District's compliance with the Statutes. Our report will be addressed to the governing body. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion, add an emphasis-of-matter or other-matter paragraph(s), or withdraw from the engagement.

Nonattest Services

We will perform the following nonattest services: preparation of the data collection form (if applicable). With respect to any nonattest services we perform, we will not assume management responsibilities on

behalf of the District. However, we will provide advice and recommendations to assist management of the District in performing its responsibilities. The District's management is responsible for (a) making all management decisions and performing all management functions; (b) assigning a competent individual (Melisa Lowe, Finance Bureau Chief) to oversee the services; (c) evaluating the adequacy of the services performed; (d) evaluating and accepting responsibility for the results of the services performed; and (e) establishing and maintaining internal controls, including monitoring ongoing activities.

Our responsibilities and limitations of the engagement are as follows. We will perform the services in accordance with applicable professional standards. This engagement is limited to the services previously outlined. Our firm, in its sole professional judgment, reserves the right to refuse to do any procedure or take any action that could be construed as making management decisions or assuming management responsibilities, including determining account coding and approving journal entries. Our firm may advise the District with regard to different matters, but the District must make all decisions with regard to those matters.

Any nonattest services performed by us do not constitute an audit performed in accordance with *Government Auditing Standards*.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents or support for any other transactions we select for testing.

We do not host, are not the custodian of, and accept no responsibility for your financial and non-financial data. You acknowledge that you have sole responsibility for the storage and preservation of your financial and non-financial data.

During the course of the audit, we may observe opportunities for economy in, or improved controls over, your operations. We will bring such matters to the attention of the appropriate level of management, either orally or in writing.

You agree to inform us of facts that may affect the financial statements of which you may become aware during the period from the date of the auditors' report to the date the financial statements are issued.

James Halleran is the service leader for the audit services specified in this letter. The service leader's responsibilities include supervising the services performed as part of this engagement and signing or authorizing another qualified firm representative to sign the reports.

This engagement letter covers the audit for the year ending September 30, 2023, and can be renewed for three (3) additional one (1) year periods. Any renewal will be evidenced by a new engagement letter. Our fees for the audit of the financial statements and related services, including expenses, for the year ended September 30, 2023, is included in our fee increase letter dated February 23, 2023.

Our ability to provide services in accordance with our estimated fees depends on the quality, timeliness, and accuracy of the District's records, and, for example, the number of general ledger adjustments required as a result of our work. We will also need your personnel to be readily available during the engagement to respond in a timely manner to our requests. Lack of preparation, poor records, general ledger adjustments and/or untimely assistance may result in an increase of our fees.

We will not increase the fee over the agreed amount as long as the scope of the audit is consistent with the scope outlined in the Request for Proposal. The District is not completely in control of the scope of work for future years. Significant required changes may be mandated by federal, state, other regulatory agencies

or accounting and auditing standards boards or by significant staff changes within the District. For these reasons, if the scope of the audit changes significantly from the scope outlined in the RFP, we would present for approval, prior to commencing work, why an adjustment in fee is warranted.

At the conclusion of our audit engagement, we will communicate to those charged with governance the following significant findings from the audit:

- Our view about the qualitative aspects of the District's significant accounting practices;
- Significant difficulties, if any, encountered during the audit;
- Uncorrected misstatements, other than those we believe are trivial, if any;
- Disagreements with management, if any;
- Other findings or issues, if any, arising from the audit that are, in our professional judgment, significant and relevant to those charged with governance regarding their oversight of the financial reporting process;
- Material, corrected misstatements that were brought to the attention of management as a result of our audit procedures;
- Representations we requested from management;
- Management's consultations with other accountants, if any; and
- Significant issues, if any, arising from the audit that were discussed, or the subject of correspondence, with management.

In accordance with the requirements of *Government Auditing Standards*, we have attached a copy of our latest external peer review report of our firm for your consideration and files.

The audit documentation for this engagement is the property of James Moore & Co., P.L. and constitutes confidential information. However, we may be requested to make certain audit documentation available to a grantor or their designee, a federal or state agency providing direct or indirect funding, or the U.S. Government Accountability Office pursuant to authority given to it by laws or regulation, or to peer reviews. If requested, access to such audit documentation will be provided under the supervision of James Moore & Co., P.L. personnel. We will notify you of any such request. Furthermore, upon request, we may provide copies of selected audit documentation to these agencies and regulators. The regulators and agencies may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

In the normal course of business, we use the services of third-parties and individual contractors, which are not employees of James Moore & Co., P.L. Those services are performed at various levels and in various aspects our engagements including bookkeeping, tax return preparation, consulting, audit and other attest services and clerical and data entry functions. It is possible that during the course of the engagement we may utilize such third-party and individual contractor sources. Additionally, the engagement will, of necessity, require us to handle confidential information and we expect third-party service providers and individual contractors to maintain the confidentiality of such information. To be reasonably assured that unauthorized release of confidential client information does not occur, we require those individuals and third-party service providers to enter into a written agreement to maintain the confidentiality of such information. Your acceptance of this arrangement acknowledges and accepts our handling of confidential information including access by third-party and individual service providers.

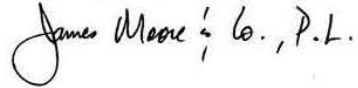
This engagement letter includes the attached James Moore & Co., P.L. Standard Terms and Conditions as Attachment A which is incorporated and made a part of this engagement letter by reference.

We appreciate the opportunity to be of service to the Southwest Florida Water Management District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions,

Southwest Florida Water Management District
May 15, 2023
Page 11

please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



JAMES MOORE & CO., P.L.

RESPONSE:

This letter correctly sets forth the understanding of the Southwest Florida Water Management District.

By _____

Title _____

Date _____



CPAs & Advisors

REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

April 23, 2021

To the Members
James Moore & Co., P.L.
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of James Moore & Co., P.L. (the firm) in effect for the year ended October 31, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act and audits of employee benefit plans.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of James Moore & Co., P.L. in effect for the year ended October 31, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. James Moore & Co., P.L. has received a peer review rating of *pass*.

Haddox Reid Eubank Betts PLLC

EXHIBIT "C"
TIME REQUIREMENTS

1. **SCHEDULE FOR THE 2022-23 FISCAL YEAR AUDIT.** (Schedule listed below is preliminary and may be modified as agreed upon by the District and the Auditor. A similar schedule will be developed for audits of future fiscal years if the District exercises its option for additional audits.)

Each of the following will be completed by the Auditor no later than the dates indicated.

- 1.1 **Yearly Assistance.** The Auditor will be available throughout the year to discuss issues with staff that arise throughout the year, such as implementation of new standards and unique transactions. This should be minimal assistance and interactions are typically email and phone.
- 1.2 **Interim Work.** The Auditor will complete all interim work by a date agreed upon by the District and Auditor. The Auditor will provide the District a list of all schedules that need to be prepared, at least two weeks prior to the start of interim field work.
- 1.3 **Detailed Audit Plan.** The Auditor will provide the District by November 17, 2023, a detailed audit plan and a list of all schedules to be prepared by the District prior to the start of year end field work.
- 1.4 **Date Audit May Commence.** The District will attempt to have a trial balance and the basic financial statements ready for year-end audit work and all management personnel available to meet with the Auditor’s personnel by January 22, 2024.
- 1.5 **ACFR Components.** The Auditor will provide all recommendations, revisions, and suggestions for improvement to the Finance Bureau Chief (or designee) by February 2, 2024.
- 1.6 **Field Work.** The Auditor will complete all fieldwork by February 2, 2024.

In coordination with the Auditor, the District may revise schedule dates if necessary.

2. **ENTRANCE CONFERENCES, PROGRESS REPORTING, AND EXIT CONFERENCES.** (Schedule listed below is preliminary and may be modified. A similar time schedule will be developed for audits of future fiscal years if the District exercises its option for additional audits.)

At a minimum, the following conferences will be held during the dates indicated on the schedule:

Entrance conferenceTo Be Determined

- The purpose of this meeting will be to discuss prior audit problems, to identify the key internal controls or other matters to be tested, and the interim work to be performed. This meeting will also be used to establish overall liaison for the audit and to make arrangements for workspace and other needs of the Auditor.

Progress conference, if needed, with Finance Bureau Chief (or designees), key Finance Bureau personnel and other department heads of key offices or programsTo Be Determined

- The purpose of this meeting will be to discuss the year-end work to be performed.

Entrance conference (if needed) with Finance Bureau Chief to commence year-end audit work.....November 13-30, 2023

Exit conference with Finance Bureau Chief and department heads of key offices or programs.....February 12, 2024 through February 16, 2024

- The purpose of this meeting will be to summarize the results of the field work, to review significant findings, and to discuss any management comments.

3. **DATE FINAL REPORT IS DUE.** The Auditor will provide a draft of all reports required for inclusion in the ACFR to the District by no later than February 12, 2024. The District will provide a complete draft of the ACFR, including the Letter to the Citizens, financial statements, notes, and all required supplementary information, to the Auditor on or before February 16, 2024. The Auditor is expected to be available for meetings and phone consultation during the period following the end of field work until completion of the ACFR.

The Auditor will complete their review of the draft ACFR and deliver a signed opinion letter "*Report of Independent Certified Public Accountants*", single audit reports, and management letter to the District by no later than February 23, 2024. The Auditor will attend the District's Governing Board meeting when the District's ACFR is presented for acceptance. The Auditor will make the required disclosures to the Governing Board, review the audit process, present audit results, and be available to answer any questions the Board members may have.

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CONSENT AGENDA

July 25, 2023

Resource Management Committee: FARMS – Bethel Farms, LLLP – Phase 5 (H814), DeSoto County

Purpose

To request approval for a Facilitating Agricultural Resource Management Systems (FARMS) project with Bethel Farms, LLLP, and approval to reimburse FARMS eligible costs up to a not-to-exceed limit of \$296,023 (62 percent of total project costs). The District funding is requested from the Governing Board FARMS Fund. Total project costs are estimated at \$479,494.

Project Proposal

The District received a project proposal from Bethel Farms, LLLP for their 2,117-acre turfgrass sod and citrus grove operation located ten miles northwest of Arcadia, in central DeSoto County, within the Southern Water Use Caution Area (SWUCA) and the Horse Creek watershed. This project will involve the construction and operation of 3.9 acres of canals which will serve as a reservoir to collect tailwater and surface water from the property and surrounding watershed. Water from these canals will offset Upper Floridan aquifer groundwater used for supplemental irrigation of 77 acres of turfgrass sod. The sod portion in the project area is permitted to use an annual average daily quantity for supplemental irrigation of 180,100 gpd. The Water Use Permit for the entire property authorizes the use of 3,082,800 gpd. FARMS project components will involve the improvement of an existing 2.5-acre reservoir canal, and construction of a 1.4-acre reservoir canal, one canal-fed surface water lateral pump station with GPS telemetry, automation, control structures, valves, and the piping necessary to connect to a linear overhead irrigation system. This linear overhead irrigation system will convert the site from seepage irrigation to microirrigation and reduce surface water runoff to adjacent watersheds.

In February 2009, the Governing Board approved a Phase 1 FARMS project with Bethel Farms, LLLP to install a base weather station and soil moisture sensors to conserve water used for irrigation. In April 2010, the Governing Board approved a Phase 2 FARMS project to construct a surface water pump station to irrigate 290 acres of sod southeast of the proposed project area utilizing an existing 4-acre reservoir. The reduction in groundwater use from both phases was estimated at 212,885 gpd. To date, the groundwater reductions for both phases have averaged 205,287 gpd.

In April 2019, the Governing Board approved a Phase 3 FARMS project with Bethel Farms, LLLP to construct a 4.5-acre reservoir canal to irrigate 158 acres of sod on the northern portion of the farm. FARMS project components consist of two canal-fed surface water lateral pump stations with GPS telemetry, automation, control structures, valves, and the piping necessary to connect to a linear overhead irrigation system. The reduction of groundwater use was estimated at 130,000 gpd. To date, the groundwater reduction has averaged 131,456 gpd.

In December 2021, the Governing Board approved a Phase 4 FARMS project with Bethel Farms, LLLP to construct a 2-acre reservoir canal to irrigate 62 acres of sod on the southern portion of the farm. FARMS project components consist of the improvement of an existing 0.7-acre reservoir canal, and construction of a 1.3-acre reservoir canal, one canal-fed surface water lateral pump station with GPS telemetry, automation, control structures, valves, and the piping necessary to connect to a linear overhead irrigation system. The reduction of groundwater use was estimated at 55,000 gpd. To date, the groundwater reduction has averaged 198,149 gpd.

Benefits/Costs

The proposed project involves water quantity and quality best management practices (BMPs) for supplemental irrigation and qualifies for a 75 percent cost-share reimbursement rate under the FARMS program. Using an estimated 41 percent savings of permitted quantities for daily irrigation, or 73,600 gpd, yields a daily cost of \$3.88 per thousand gallons of groundwater reduced over the proposed five-year contract term. This value is within the guidelines for the generally accepted average cost savings per thousand gallons for the implementation of alternative irrigation supplies and improved irrigation techniques 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 \$3,046,282 remaining in its FARMS Program budget.

Staff Recommendation:

1. Approve the Bethel Farms, LLLP – Phase 5 project for a not-to-exceed project reimbursement of \$296,023 with \$296,023 provided by the Governing Board;
2. Authorize the transfer of \$296,023 from fund 010 H017 Governing Board FARMS Fund to the H814 Bethel Farms, LLLP – Phase 5 project fund;
3. Authorize the Assistant Executive Director to sign the agreement.

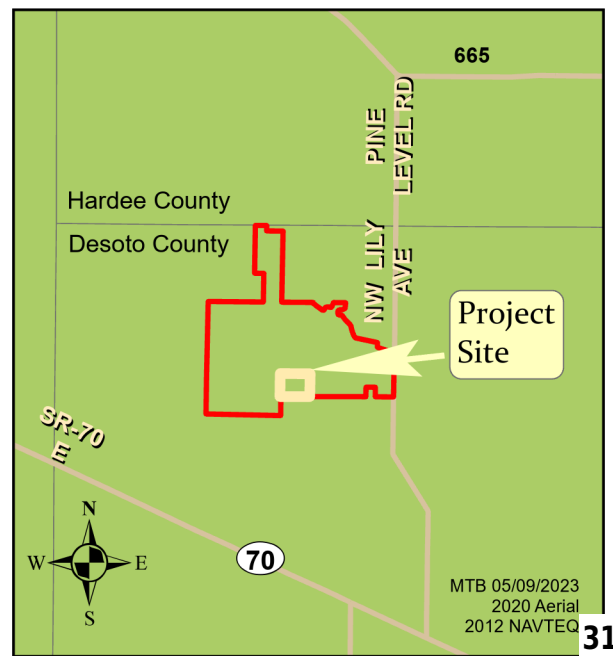
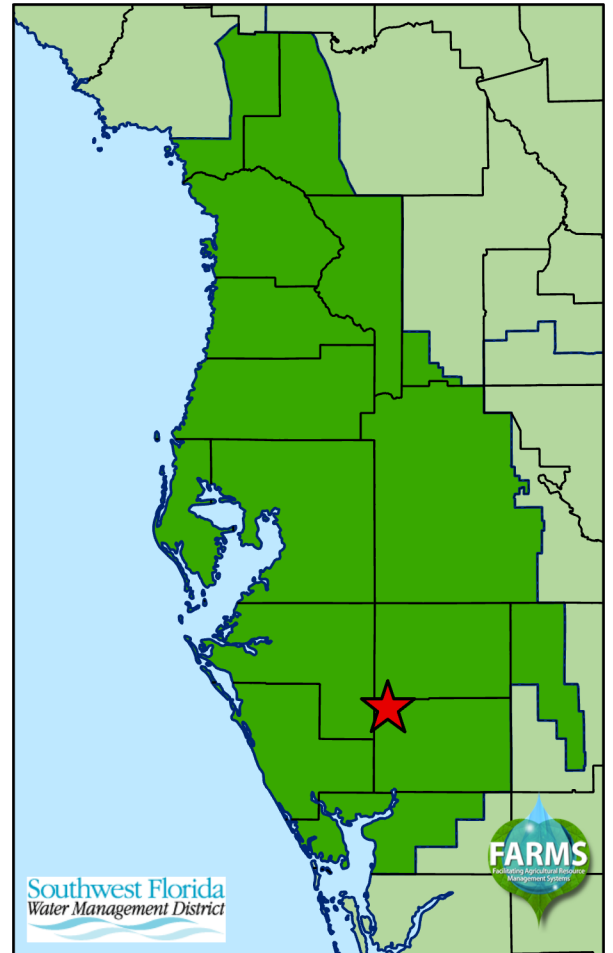
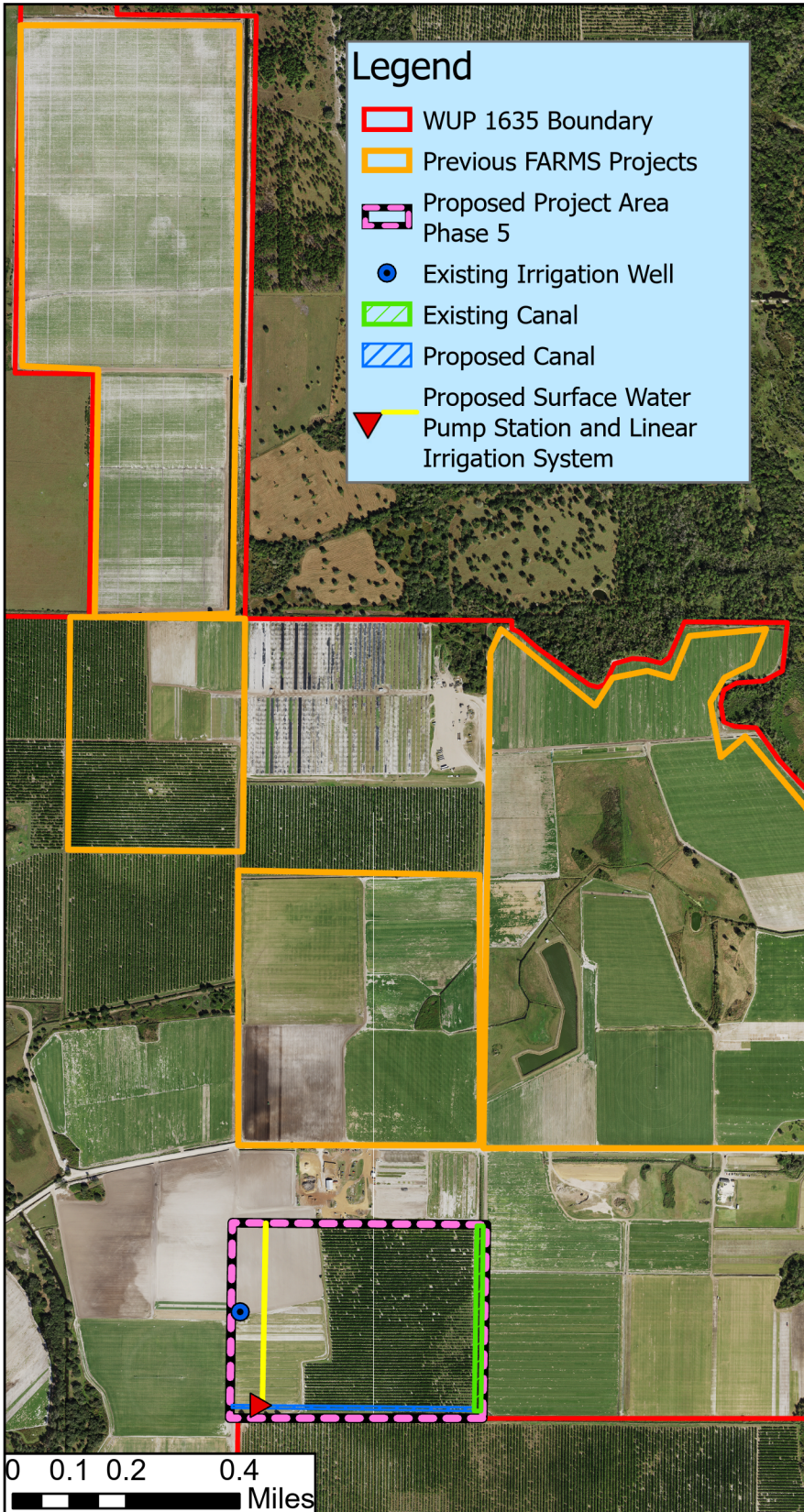
Presenter:

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

Location Map

FARMS Project H814

Bethel Farms, LLLP-Phase 5



CONSENT AGENDA

July 25, 2023

Resource Management Committee: FARMS – Midway Farms, LLC (H815), Polk County

Purpose

To request approval for a Facilitating Agricultural Resource Management Systems (FARMS) project with Midway Farms, LLC, and approval to reimburse FARMS eligible costs up to a not-to-exceed limit of \$234,019 (75 percent of total project costs). The District funding is requested from the Governing Board FARMS Fund. Total project costs are estimated at \$312,025.

Project Proposal

The District received a project proposal from Midway Farms, LLC for their property totaling 450 acres of strawberries and melons located seven miles southwest of Frostproof in southern Polk County, within the Central Florida Water Initiative, and the Southern Water Use Caution Area. This project will involve the operation of a 4-acre pond, installation of two surface water pumping stations to utilize surface water collected from the surrounding watershed, pump automation, a weather station and soil moisture monitoring to offset Upper Floridan aquifer groundwater used for the irrigation of 203 acres of row crops. The Water Use Permit (WUP) authorizes annual average groundwater withdrawals of 1,373,000 gallons per day (gpd). FARMS project components consist of two surface water pumping stations, mainline piping, and valves necessary to tie into the existing system, pump automation, fertigation, weather station, and soil moisture monitoring system.

Benefits/Costs

The proposed project involves water quantity and water quality best management practices for daily irrigation and qualifies for a 75 percent cost-share reimbursement rate under the FARMS Program. The project is expected to reduce groundwater use by about seven percent, or 100,000 gpd in groundwater for bed preparation, crop establishment, and daily irrigation, and to reduce 457 pounds of nitrogen per year. The conservation components are integrated with the nutrient reduction components to maximize nutrient reduction. Based on the 100,000 gpd groundwater offset and a reduction of 457 pounds per year of nitrogen and a proposed five-year contract term, the cost per thousand gallons of water saved is \$1.86 and the cost per pound of nitrogen reduced is \$13.89 (based on the fertigation components). These values are within the guidelines for the generally accepted average cost savings per thousand gallons for the implementation of alternative water supplies, improved irrigation techniques, and nutrient reduction BMPs for row crop operations. Reimbursement will be from the Governing Board FARMS Fund. Upon approval of the projects presented at this meeting, the Governing Board will have \$3,046,282 remaining in its FARMS Program budget.

Staff Recommendation:

1. Approve the Midway Farms, LLC project for a not-to-exceed project reimbursement of \$234,019 with \$234,019 provided by the Governing Board;
2. Authorize the transfer of \$234,019 from fund 010 H017 Governing Board FARMS Fund to the H815 Midway Farms, LLC project fund;
3. Authorize the Assistant Executive Director to sign the agreement.

Presenter:

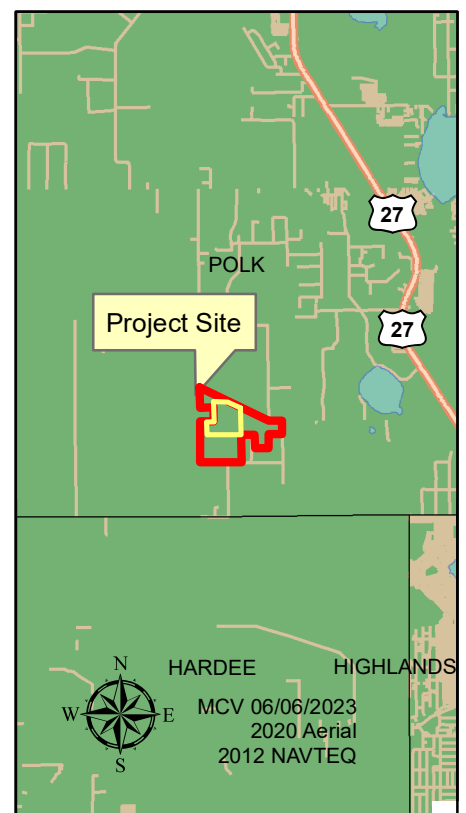
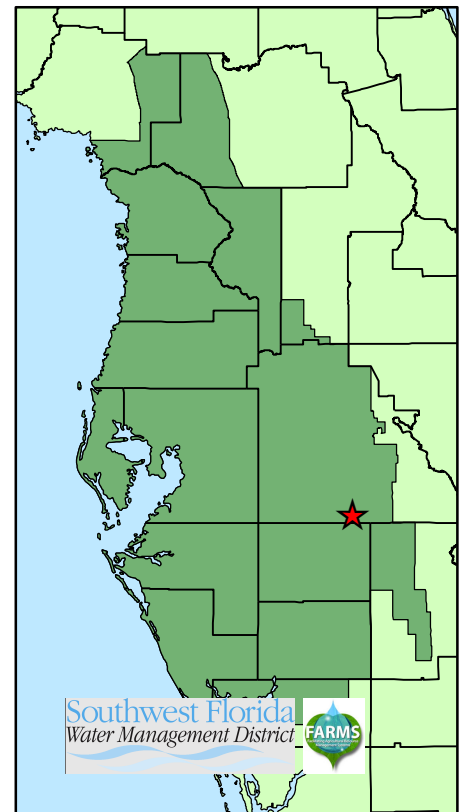
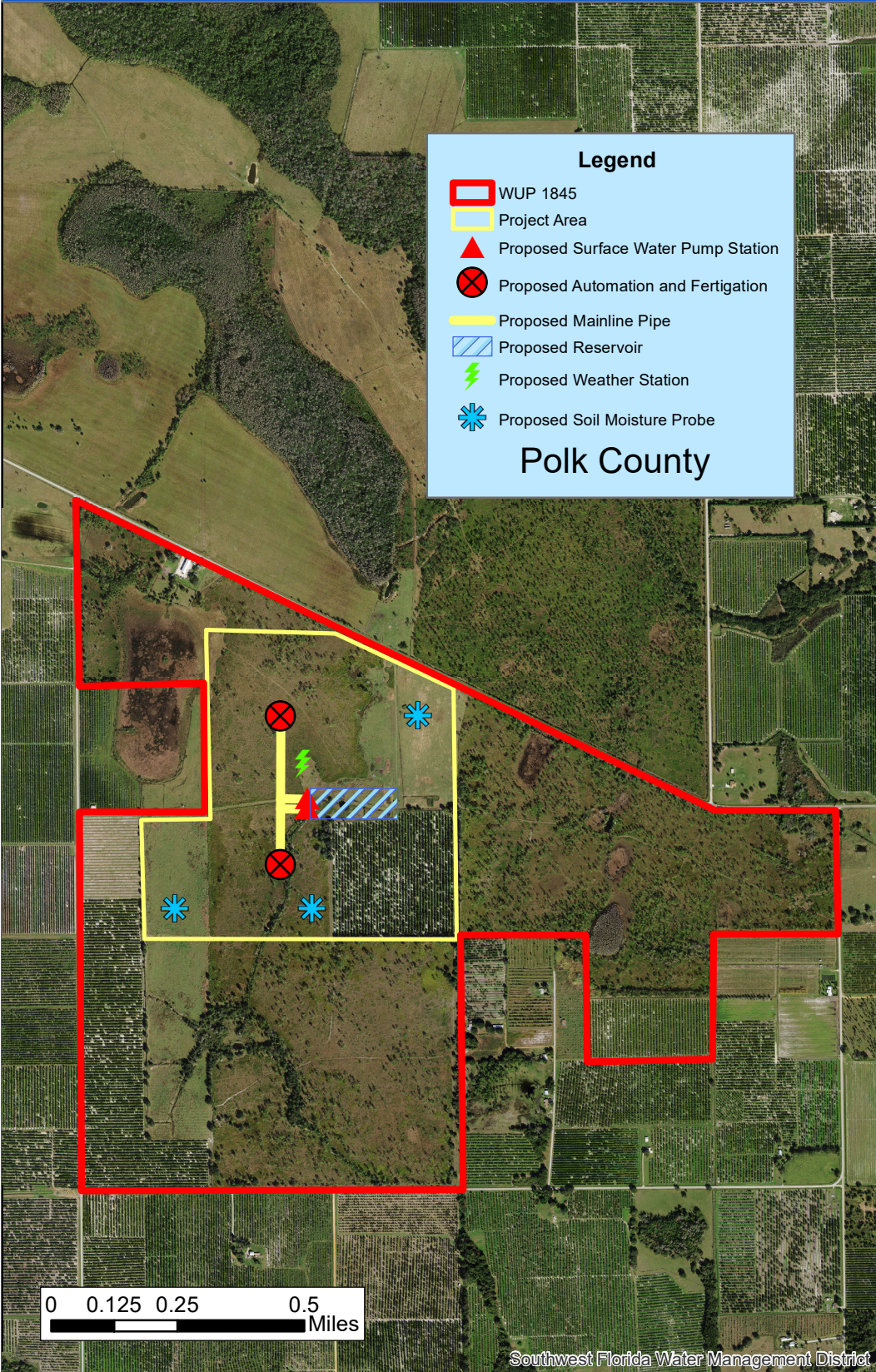
Carole Estes, P.G., FARMS Program Manager, Water Resources

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Location Map

FARMS Project H815

Midway Farms, LLC



CONSENT AGENDA

July 25, 2023

Resource Management Committee: FARMS – Marshall Tree Farm, Inc. (H816), Levy County

Purpose

To request approval for a Facilitating Agricultural Resource Management Systems (FARMS) project with Marshall Tree Farm, Inc. and approval to reimburse FARMS eligible costs up to a not-to-exceed limit of \$31,707 (50% percent of total project costs). The District funding is requested from the Governing Board FARMS Fund. Total project costs are estimated at \$63,414.

Project Proposal

The District received a project proposal from Marshall Tree Farm, Inc. for their property totaling 787 acres of a field nursery operation located seven miles south of Williston in eastern Levy County, within the Rainbow River springshed. This project will involve automation of 28 irrigation pump stations to offset Upper Floridan aquifer groundwater used for the irrigation of 181 acres of field nursery trees. The Water Use Permit (WUP) authorizes annual average groundwater withdrawals of 1,804,000 gallons per day (gpd). FARMS project components consist of remotely operated pump automation equipment.

Benefits/Costs

The proposed project involves water quantity best management practices for supplemental irrigation and qualifies for a 50 percent cost-share reimbursement rate under the FARMS Program. The project is expected to reduce groundwater use by about five percent, or 90,200 gpd for daily irrigation. Based on the 90,200 gpd groundwater offset and a proposed five year contract, the cost per thousand gallons of water saved is \$0.42. This value is within the guidelines for the generally accepted average cost savings per thousand gallons for the implementation of improved irrigation techniques for field nursery operations. Reimbursement will be from the Governing Board FARMS Fund. Upon approval of the projects presented at this meeting, the Governing Board will have \$3,046,282 remaining in its FARMS Program budget.

Staff Recommendation:

1. Approve the Marshall Tree Farm, Inc. project for a not-to-exceed project reimbursement of \$31,707 provided by the Governing Board;
2. Authorize the transfer of \$31,707 from fund 010 H017 Governing Board FARMS Fund to the H816 Marshall Tree Farm, Inc. project fund;
3. Authorize the Division Director to sign the agreement.

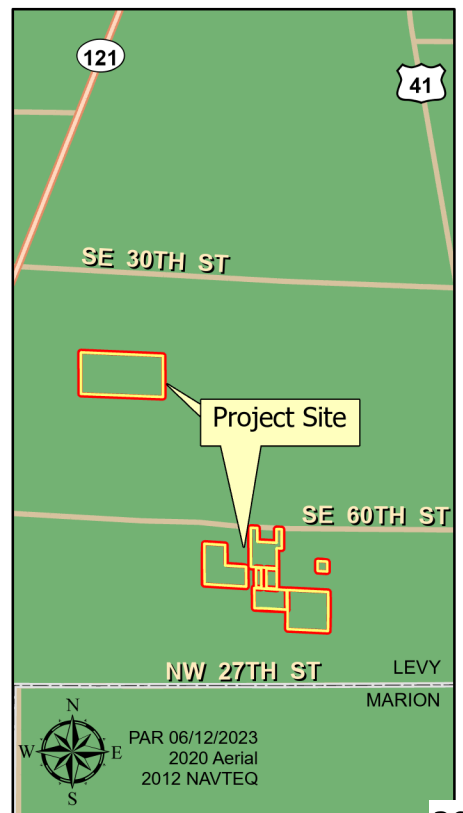
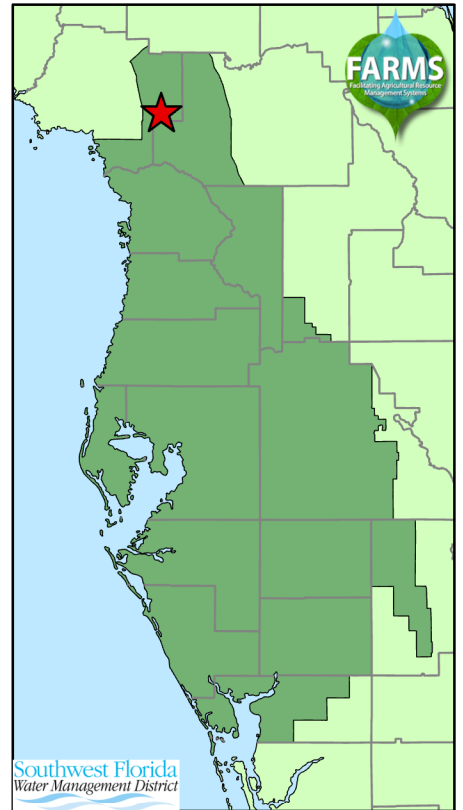
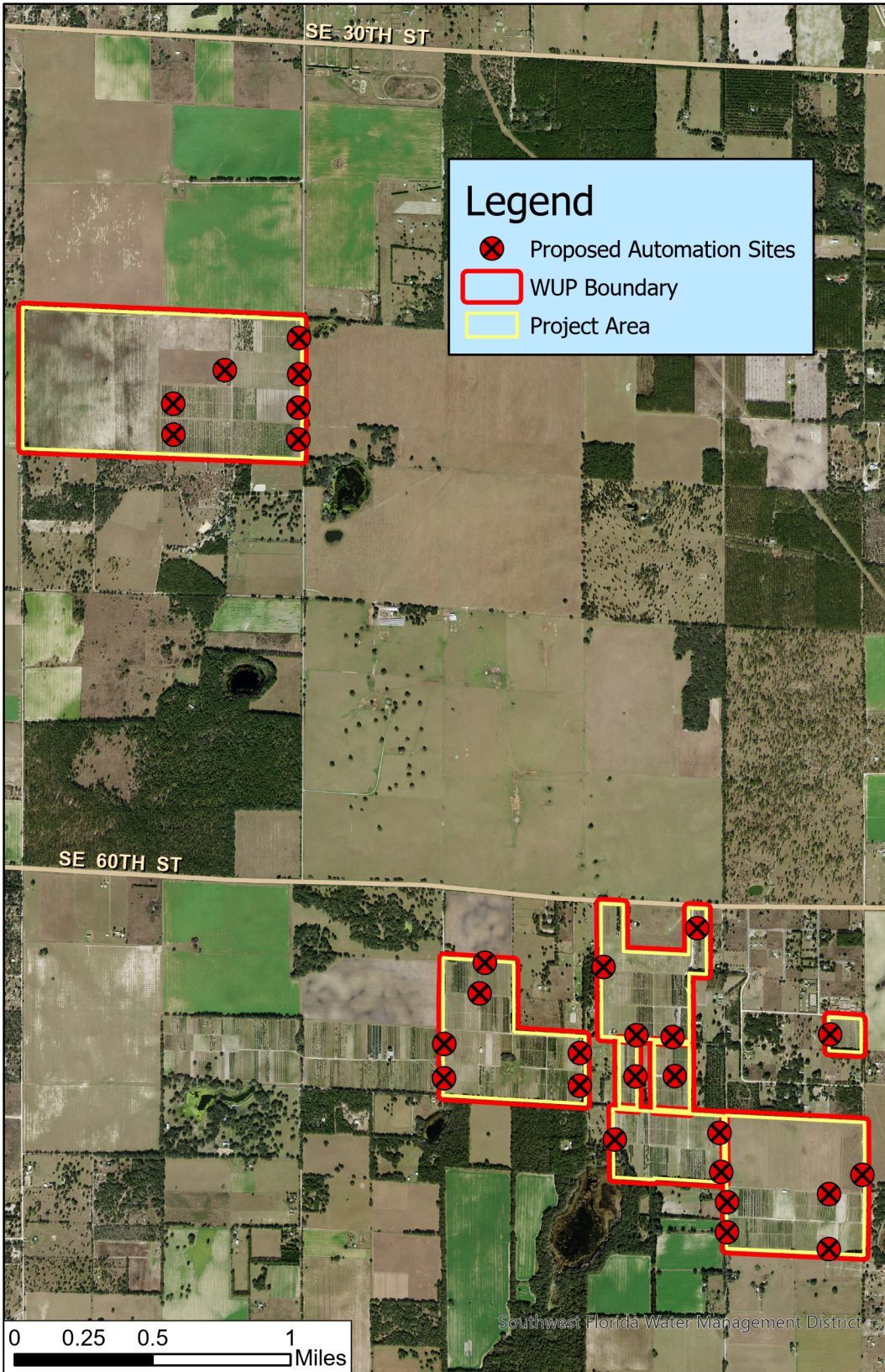
Presenter:

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

Location Map

FARMS Project - H816

Marshall Tree Farm



CONSENT AGENDA

July 25, 2023

General Counsel's Report: Authorization to Issue Administrative Complaint and Order – Permit Condition Violations – Tampa Oaks Senior Living, LLC – Environmental Resource Permit No. 43042559.000 – CT No. 398974– Hillsborough County

This project involves an Environmental Resource Permit (“ERP”) issued by the District requiring the construction of a stormwater management system (“system”) to serve a 4.04-acre assisted living facility located at 12110 Morris Bridge Rd, Temple Terrace, Florida 33637 (“Property”). The Property includes buildings, parking, infrastructure, and wetland impact mitigation. The permitted plans for the system required the installation of two dry retention ponds to provide water quality treatment and attenuation.

On June 25, 2018, the District received a statement of completion and as-built drawings for the Property. These as-built drawings were unclear as to certain measurements and indicated that one of the ponds was not constructed according to the permitted plans. The required "As-Built Certification and Request for Conversion to Operation Form" (Form 62.330.310(1)) was also missing from the submission.

Beginning with a routine site visit on July 3, 2018, and as recently as February 16, 2023, District staff observed a variety of technical deviations, including the failure of the ponds to recover within 72 hours of a rain event and a wetland impact mitigation area that contained an imbalance of beneficial species cover and nuisance/exotic cover.

To resolve these deviations with Tampa Oaks Senior Living, LLC (“Permittee”), District staff sent notices of as-built deviation and requests for wetland mitigation reporting between 2018 and 2022. District staff interacted with the Permittee’s consultants during that time; however, the issues raised in these notices and requests have not been adequately addressed. The Office of General Counsel also sent two notices of violation in May and June 2023 and received no response. To date, the property remains out of compliance.

Staff Recommendation:

1. Authorize District staff to issue an Administrative Complaint and Order to Tampa Oaks Senior Living, LLC, to obtain compliance, recover an administrative fine/civil penalty, and recover any District costs and fees, if appropriate.
2. Authorize District staff to obtain compliance with the terms of the Administrative Complaint and Order in Circuit Court, if necessary.

Presenter:

Rachael Johnson, Staff Attorney, Office of General Counsel

CONSENT AGENDA

July 25, 2023

Executive Director's Report: Approve Governing Board Minutes – June 27, 2023

Staff Recommendation:

Approve minutes as presented.

Presenter:

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



**GOVERNING BOARD MEETING
TUESDAY, JUNE 27, 2023 – 9:00 A.M.
2379 BROAD STREET, BROOKSVILLE, FL 34604
(352) 796-7211**

MINUTES

Board Members Present

Ed Armstrong, Chair
Michelle Williamson, Vice Chair
John Mitten, Secretary
Jack Bispham, Treasurer
Joel Schleicher, Former Chair*
Kelly Rice, Member
Ashley Bell Barnett, Member*
John Hall, Member
James Holton, Member*
Dustin Rowland, Member
Robert Stern, 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
Michael Molligan, Division Director
Brandon Baldwin, Division Director

Board Administrative Support

Virginia Singer, Board & Executive Services Manager
Lori Manuel, Lead Administrative Coordinator

1. Convene Public Meeting

The Governing Board of the Southwest Florida Water Management District (District) met for its regular meeting at 9:00 a.m., June 27, 2023, at the Brooksville Office, 2379 Broad Street, Brooksville, Florida 34604.

This meeting was available for live viewing through Internet streaming. An attendance roster is archived in the District's permanent records. Approved minutes from meetings can be found on the District's website at WaterMatters.org.

1.1 Call to Order

Chair Ed Armstrong 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 Armstrong 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. Chair Armstrong 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. He also requested that several individuals wishing to speak on the same

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

1.2 Invocation and Pledge of Allegiance

Board Member John Hall offered the invocation and led the Pledge of Allegiance.

1.3 Employee Recognition

Chair Armstrong recognized employees who have reached at least 20 years of services. The following staff were recognized: Jeff Whealton, Steve Desmith and Rita Harrod.

1.4 Additions/Deletions to Agenda

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

1.5 Public Input for Issues Not Listed on the Published Agenda

Mr. David Ballard Geddis spoke regarding water and the constitution.

Consent Agenda

Finance/Outreach & Planning Committee

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

Staff recommended the Board:

1. Authorize the new slate of officers to apply their signatures to the required financial documents and;
2. Adopt *Resolution No. 23-04* authorizing the signatures of the newly elected officers of the Governing Board of the District and the use of facsimile or manual signatures on all warrants or checks of the District and;
3. Adopt the *Truist Resolution for Deposit Account* document to identify the new slate of officers as authorized signers on existing accounts and give the officers the authority to give direction or confirmation to the Bank on all matters regarding the District's deposit accounts and;
4. Adopt the *Truist Corporate Resolution* document to identify the new slate of officers as authorized signers on existing accounts and give the officers the authority to give direction or confirmation to the Bank on all matters regarding the District's custody accounts.

2.2 Governing Board Travel - Annual Environmental Permitting Summer School

Staff recommended the Board approve Governing Board travel as presented.

Operations, Lands & Resource Monitoring Committee

2.3 Perpetual Easement for ROMP TR 10-3, Camden Field Well Site, SWF Parcel No. 11-020-043

Staff recommended the Board approve the Perpetual Easement and authorize the Chair to sign on behalf of the District.

2.4 Amendment to Land Lease Agreement - Cell Phone Tower, SWF Parcel No. 20-503-256X

Staff recommended the Board:

- Approve the Amendment to Land Lease Agreement with Cellco Partnership d/b/a Verizon Wireless, for the operation and maintenance of a cell phone tower on District lands, SWF Parcel No. 20-503-256X.
- Authorize the Executive Director to sign the Amendment to Land Lease Agreement, SWF Parcel No. 20-503-256X.

Regulation Committee

2.5 Water Use Permit No. 20001845.005 – Midway Farms, LLC / Fort Meade Expansion South (Polk County)

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

2.6 Water Use Permit No. 20021048.000 – Polk Regional Water Cooperative / West Polk LFA Well Field (Polk County)

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

General Counsel's Report

2.7 Approval of Consent Order between SWFWMD and Wos Properties I Inc - Permit Violations - Environmental Resource Permit No. 43043351.001 - CT No. 414147 - Hillsborough County

Staff recommended the Board:

- Approve the Consent Order.
- Authorize District staff to pursue compliance with the terms and conditions of the approved Consent Order, including filing any appropriate actions in Circuit Court, if necessary.

2.8 Approve Governing Board Minutes – May 23, 2023

Staff recommended the Board approve minutes as presented.

A motion was made and seconded to approve the Consent Agenda. The motion carried unanimously. (Audio – 00:11:05)

Finance/Outreach & Planning Committee

Treasurer Jack Bispham called the committee meeting to order.

3.1 Consent Item(s) Moved to Discussion - None

3.2 Fiscal Year 2024 Recommended Annual Service Budget

Mr. Brandon Baldwin, Business and IT Services Director, provided an overview of the FY2024 Recommended Annual Service Budget (RASB) budget development cycle timeline. He presented budget metrics from FY2020 through FY2024, and a comparison of funding sources and expenditures by category for FY2023 adopted to FY2024 proposed. Mr. Baldwin provided an overview of the Districtwide budget that explained increases and decreases in funding sources and expenditures by category.

Ms. Jennette Seachrist, Resource Management Division Director, provided an overview of the proposed FY2024 division budget. She stated the proposed FY2024 budget is approximately \$118 million dollars which is an approximate increase of 4.4 percent from FY2023. Ms. Seachrist explained the increases and decreases in expenditures.

Mr. Brian Starford, Operations, Lands and Resource Monitoring Division Director, provided an overview of the proposed FY2024 division budget. He stated the proposed FY2024 budget is approximately \$44 million which is an increase of about \$1.16 million from FY2023. Mr. Starford explained the increases and decreases in expenditures.

Ms. Michelle Hopkins, Regulation Division Director, provided an overview of the proposed FY2024 division budget. She stated the proposed budget is approximately \$16.4 million which is an approximate increase of 3.2 percent. Ms. Hopkins explained the increases in expenditures.

Mr. Michael Molligan, Employee, Outreach and General Services Division Director, provided an

overview of the proposed FY2024 division budget. He stated the proposed budget is approximately \$18 million which is an approximate increase of 4.2 percent. Mr. Molligan explained increases and decreases in expenditures.

Mr. Baldwin stated that the Finance, Procurement, and Information Technology bureaus comprise the Business and IT Services Division. He provided an overview of the proposed FY2024 division budget. Mr. Baldwin stated the proposed budget is approximately \$17.2 million which is an approximate increase of 8.3 percent. He explained the increases in expenditures.

Ms. Andrea Shamblin, Budget Manager, responded to questions concerning the decrease in long-term funding projections for FY2025. She explained that in FY2024 the District is projected to receive state revenue for alternative water supply and springs projects in addition to funding associated with land acquisition balances from prior years. These revenues are not anticipated for any additional fiscal years.

Board Member Joel Schleicher stated that although he supports staff and merit increases when appropriate, he is opposed to any across the board merit increases that may be proposed. He also expressed concerns regarding total increase in operating expenses exceeding total increase in project expenditures.

Mr. Brian Armstrong, Executive Director, provided clarification regarding this request, explaining the funds would only be used for performance-based salary increases and would not be a flat across-the-board increase.

Staff recommended the Board authorize staff to prepare the Tentative Budget Submission for FY2024 based on the recommended budget as presented; adjusted for any modifications made by the Governing Board on June 27, changes in estimated ad valorem revenue based on the July 1 certifications of taxable value, and any additional funding provided by the state.

A motion was made and seconded to approve staff's recommendation. The motion passed with ten in favor and one opposed. Board Member Joel Schleicher voted in opposition for reasons he stated during discussion of this item. (Audio – 01:01:29)

3.3 Budget Transfer Report

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

Resource Management Committee

Vice Chair Michelle Williamson called the committee meeting to order.

4.1 Consent Item(s) Moved to Discussion - None

4.2 Declaration of Cooperation of the Tampa Bay Nitrogen Management Consortium (W027)

Ms. Viviana Bendixson, SWIM Program Manager, provided a history of the establishment of the Tampa Bay Estuary Program (TBEP) which is tasked with restoring and protecting Tampa Bay. To assist in that protection, she explained that the District and other governmental agencies partnered with the TBEP and key industries to create the Tampa Bay Nitrogen Management Consortium to manage nitrogen loads entering the bay. Ms. Bendixson explained the updated declaration is a continuation of District support, and no funding is requested.

Mr. Ed Sherwood, TBEP Executive Director, provided an overview of the TBEP partnership members and funding sources. He outlined how the funds are utilized and how the monitoring of

seagrass assists in determining priorities. Mr. Sherwood outlined sources of nitrogen loading, water quality monitoring from 1975 through 2022, recent water quality monitoring data and seagrass trends. He outlined ways the community can help reduce pollutants into Tampa Bay. Mr. Sherwood responded to questions.

A Request to Speak Card was submitted for this item. Mr. David Ballard Geddis spoke in opposition of the declaration.

Staff recommended the Board:

1. Approve the "Declaration of Cooperation of the Tampa Bay Nitrogen Management Consortium."
2. Authorize the Governing Board Chair execute the Declaration of Cooperation.

A motion was made and seconded to approve staff's recommendation. The motion passed unanimously. (Audio - 01:39:41)

4.3 Proposed Minimum Flows for Horse Creek and Charlie Creek Prior to Independent Scientific Peer Review

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

Operations, Lands & Resource Monitoring Committee

Board Member John Hall called the committee meeting to order.

5.1 Consent Item(s) Moved to Discussion - None

5.2 Hydrologic Conditions Report

Ms. Tamera McBride, Hydrologic Data Manager, stated that tropical activity has begun with the start of hurricane season. She presented a rainfall distribution map for May, a 12-month rainfall map, a 12-month rainfall departure from mean graph, and map of average rainfall to date. Districtwide rainfall was higher than average in May. Ms. McBride stated groundwater levels remained in the normal range throughout the District. Surface water levels were in the normal to below normal range. She stated that rivers remained in the normal to above normal range. Water supply levels in the Hillsborough reservoir remained full. The Bill Young Reservoir has a healthy supply and is starting to refill. Ms. McBride presented temperature and precipitation information for upcoming months.

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

Regulation Committee

Board Member Dustin Rowland called the committee meeting to order.

6.1 Consent Item(s) Moved to Discussion - None

6.2 Denials Referred to the Governing Board

None were presented.

General Counsel's Report

7.1 Consent Item(s) Moved to Discussion - None

Committee/Liaison Reports

8.1 Industrial Advisory Committee

A written summary of the May 9 meeting was provided.

8.2 Public Supply Advisory Committee

A written summary of the May 5 meeting was provided.

Executive Director's Report

9.1 Executive Director's Report

Mr. Brian Armstrong, Executive Director, stated that Hannah Kuzlo, Technology Services Manager was awarded the Florida Sterling Council Examiner Excellence Award. This award is given annually to one examiner who demonstrates extraordinary service excellence in Florida.

Mr. Armstrong thanked the Governor and Legislature for providing funding that focused on the environment.

Chair's Report

10.1 Chair's Report

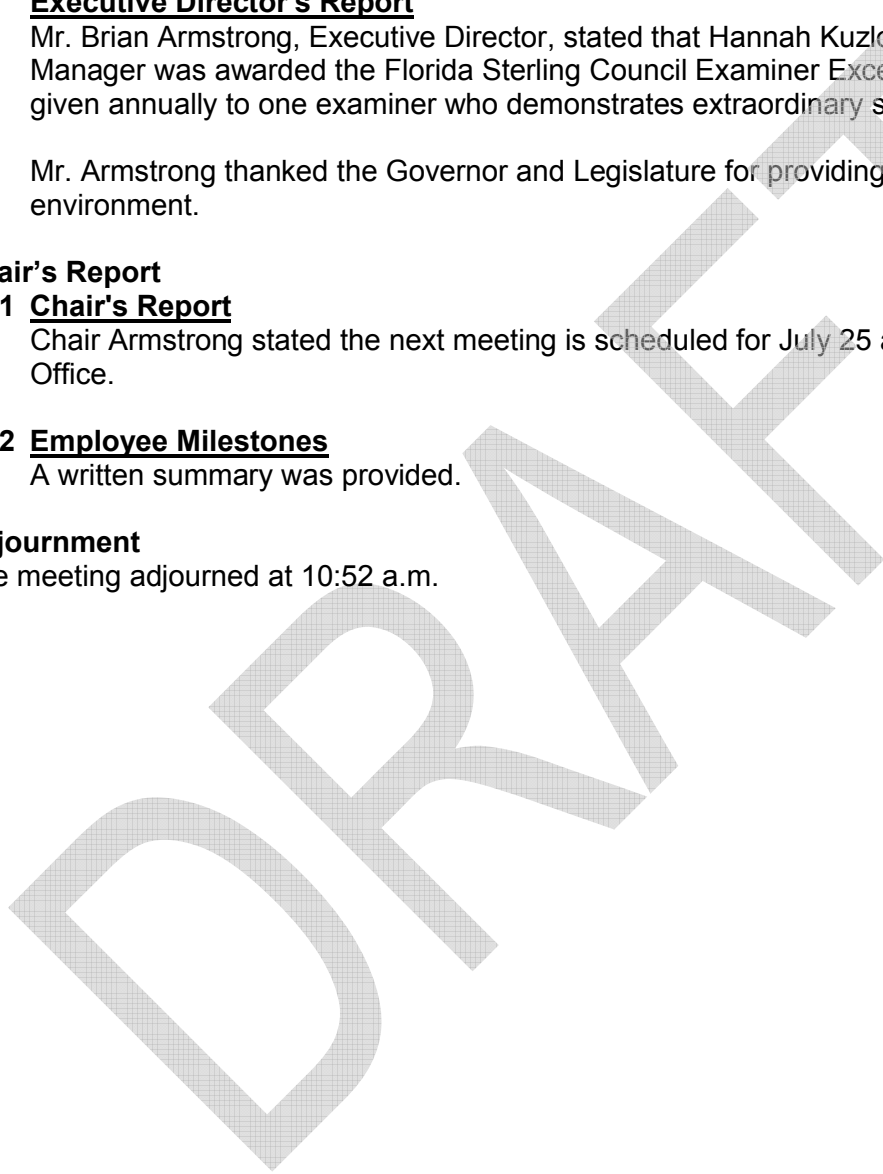
Chair Armstrong stated the next meeting is scheduled for July 25 at 9:00 a.m., in the Tampa Office.

10.2 Employee Milestones

A written summary was provided.

Adjournment

The meeting adjourned at 10:52 a.m.



3. Finance/Outreach & Planning

Governing Board Meeting

July 25, 2023

3. FINANCE/OUTREACH & PLANNING COMMITTEE

| | | |
|-----|--|----|
| 3.1 | Discussion: Information Item: Consent Item(s) Moved to Discussion | 45 |
| 3.2 | Discussion: Action Item: Investment Strategy Quarterly Update | 46 |
| 3.3 | Discussion: Action Item: Fiscal Year (FY) 2024 Budget Development..... | 58 |
| | 1. Adoption of Proposed Millage Rate for FY2024 | |
| | 2. FY2024 Budget Update and <i>Tentative Budget Submission</i> | |
| 3.4 | Submit & File: Information Item: Budget Transfer Report | 62 |
| 3.5 | Submit & File: Information Item: Office of Inspector General April 1, 2023 to June 30, 2023 Quarterly Update | 64 |

FINANCE/OUTREACH AND PLANNING COMMITTEE

July 25, 2023

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

Staff Recommendation:

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

Presenters:

Michael Molligan, Division Director, Employee, Outreach and General Services

Brandon Baldwin, Division Director, Business and IT Services

FINANCE/OUTREACH AND PLANNING COMMITTEE

July 25, 2023

Discussion: Action Item: Investment Strategy Quarterly Update

Purpose

Provide quarterly update of the investment portfolio.

Background

In accordance with Board Policy, Investments, a quarterly investment report shall include the following:

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

Staff Recommendation:

Accept and place on file the District's Quarterly Investment Reports for the quarter ended June 30, 2023.

Presenter:

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

Quarterly Investment Report for Period Ended June 30, 2023

Southwest Florida
Water Management District



Southwest Florida Water Management District Investment Program Review

2379 Broad Street
Brooksville, FL 34604-6899

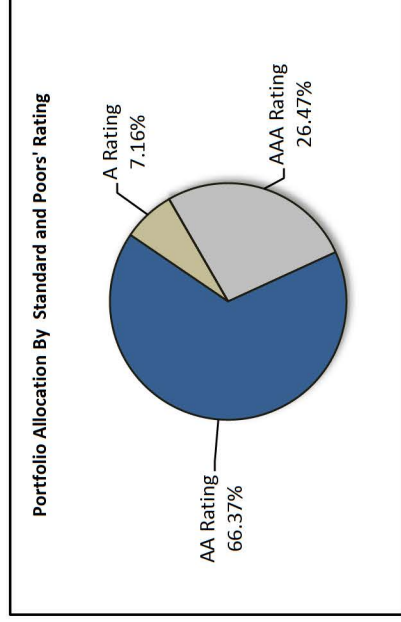
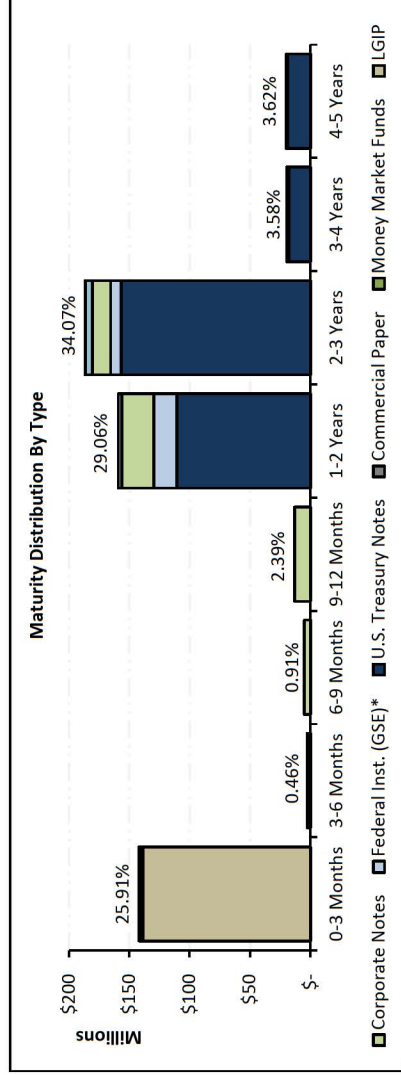
Public Trust Advisors LLC
201 E. Pine Street, Suite 750
Orlando, Florida 32801

Southwest Florida Water Management District All Assets Summary Comparison for the period April 1, 2023 to June 30, 2023

| | April 1, 2023 | June 30, 2023 | April 1, 2023 | June 30, 2023 |
|--|-----------------------|-----------------------|-------------------|----------------|
| Southwest Florida Water Management District All Assets Portfolio | Beginning Balance | Ending Balance | Beginning Balance | Ending Balance |
| Book Value Plus Accrued | \$ 581,869,752 | \$ 561,507,564 | 3.07% | 3.52% |
| Net Unrealized Gain/Loss | (11,764,869) | (13,736,356) | 1.41 Years | 1.51 Years |
| Net Pending Transactions | 2,379 | 12,669 | | |
| Market Value Plus Accrued Net | \$ 570,107,262 | \$ 547,783,877 | | |

| | April 1, 2023 | June 30, 2023 | June 30, 2023 | June 30, 2023 |
|--------------------------------------|-----------------------|-----------------------------------|---------------------|---------------------|
| Individual Portfolio Characteristics | Beginning Balance | Ending Balance | Monthly Earnings | Quarterly Earnings |
| Liquid Portfolio (SBA-Florida Prime) | \$ 158,871,456 | \$ 138,596,692 | \$ 613,553 | \$ 1,921,436 |
| Short Term 1-3 Year | 306,501,457 | 305,151,135 | (635,088) | (43,765) |
| Medium Term 1-5 Year | 104,734,349 | 104,036,050 | (139,859) | (33,370) |
| Market Value Plus Accrued Net | \$ 570,107,262 | \$ 547,783,877 | \$ (161,394) | \$ 1,844,301 |
| | | Less Advisory Fees: | \$ (10,032) | \$ (90,835) |
| | | Total Earnings Net of Fees | \$ (171,426) | \$ 1,813,804 |

Blended Basis Fee (Annualized) 0.02144%



See additional disclosures for footnotes.



Additional Disclosure

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

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Past performance is not an indication of future performance.

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

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

Public Trust Advisors
717 17th Street, Suite 1850
Denver, CO 80202

Portfolio Holdings

04/01/2023 to 06/30/2023

| Description Identifier Coupon | Effective Maturity Final Maturity Duration | Trade Date Settle Date | Par Value | Original Cost Book Value | Market Value Market Price | MV + Accrued Accrued Balance | Net Unrealized Gain/Loss | % of Market Value | Callable Next Call Date | Book Yield YTM YTC | S&P Moody's |
|---|--|---------------------------|---------------------|--|--------------------------------|----------------------------------|-----------------------------|----------------------|----------------------------|----------------------------------|----------------------|
| CASH | | | | | | | | | | | |
| Cash | 06/30/23 | -- | | | | | | 0.00% | | | |
| CCYUSD 0.00% | 06/30/23 0.00 | -- | (0.00) | (\$0.00) (\$0.00) | (\$0.00) 1.00 | (\$0.00) \$0.00 | \$0.00 | (0.00%) | N | 0.00% 0.00% 0.00% | AAA Aaa |
| Receivable CCYUSD 0.00% | 06/30/23 06/30/23 0.00 | -- | 12,668.58 | 12,668.58 12,668.58 | 12,668.58 1.00 | 12,668.58 0.00 | 0.00 | 0.00% | N | 0.00% 0.00% 0.00% | AAA Aaa |
| CASH TOTAL | 06/30/23 06/30/23 0.00 | -- | 12,668.58 | \$12,668.58 \$12,668.58 | \$12,668.58 1.00 | \$12,668.58 \$0.00 | \$0.00 | 0.00% | N | 0.00% 0.00% 0.00% | AAA Aaa |
| MMFUND | | | | | | | | | | | |
| FEDERATED HRMS GVO INST 60934NI04 4.97% | 06/30/23 06/30/23 0.00 | -- | 2,305,702.26 | \$2,305,702.26 \$2,305,702.26 | \$2,305,702.26 1.00 | \$2,305,702.26 \$0.00 | \$0.00 | 0.56% | N | 4.93% -- -- | AAAmm Aaa |
| MMFUND TOTAL | 06/30/23 06/30/23 0.00 | -- | 2,305,702.26 | \$2,305,702.26 \$2,305,702.26 | \$2,305,702.26 1.00 | \$2,305,702.26 \$0.00 | \$0.00 | 0.56% | N | 4.93% -- -- | AAAmm Aaa |
| US GOV | | | | | | | | | | | |
| UNITED STATES TREASURY 91282CCL3 0.38% | 07/15/24 07/15/24 1.01 | 10/27/21 10/28/21 | 2,275,000.00 | \$2,254,827.15 \$2,267,237.17 | \$2,160,183.59 94.95 | \$2,164,119.28 \$3,935.69 | (\$107,053.58) | 0.53% | N | 0.71% 5.42% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CCX7 0.38% | 09/15/24 09/15/24 1.17 | 10/27/21 10/28/21 | 4,000,000.00 | 3,958,593.75 3,982,558.10 | 3,769,218.76 94.23 | 3,773,620.93 4,402.17 | (213,339.34) | 0.92% | N | 0.74% 5.37% -- | AA+ Aaa |
| UNITED STATES TREASURY 9128282Y5 2.12% | 09/30/24 09/30/24 1.20 | 06/09/22 06/10/22 | 2,450,000.00 | 2,410,378.90 2,428,264.52 | 2,355,445.31 96.14 | 2,368,532.06 13,086.75 | (72,819.21) | 0.58% | N | 2.85% 5.35% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CFN6 4.25% | 09/30/24 09/30/24 1.19 | 11/28/22 11/29/22 | 9,315,000.00 | 9,269,516.62 9,284,019.98 | 9,190,557.38 98.66 | 9,290,070.08 99,512.70 | (93,462.61) | 2.27% | N | 4.53% 5.36% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CFQ9 4.38% | 10/31/24 10/31/24 1.27 | 11/28/22 11/29/22 | 3,515,000.00 | 3,507,036.35 3,509,490.65 | 3,472,160.94 98.78 | 3,498,069.74 25,908.80 | (37,329.71) | 0.85% | N | 4.50% 5.33% -- | AA+ Aaa |
| UNITED STATES TREASURY 912828G38 2.25% | 11/15/24 11/15/24 1.32 | 07/07/22 07/08/22 | 1,845,000.00 | 1,811,847.66 1,825,410.73 | 1,771,560.35 96.02 | 1,776,862.22 5,301.87 | (53,850.39) | 0.43% | N | 3.05% 5.29% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CDH1 0.75% | 11/15/24 11/15/24 1.33 | -- | 7,165,000.00 | 7,026,572.28 7,096,044.24 | 6,737,618.93 94.04 | 6,744,482.14 6,863.21 | (358,425.31) | 1.65% | N | 1.46% 5.30% -- | AA+ Aaa |

Portfolio Holdings

04/01/2023 to 06/30/2023

| Description Identifier Coupon | Effective Maturity Final Maturity Duration | Trade Date Settle Date | Par Value | Original Cost Book Value | Market Value Market Price | MV + Accrued Accrued Balance | Net Unrealized Gain/Loss | % of Market Value | Callable Next Call Date | Book Yield YTM YTC | S&P Moody's |
|--|--|------------------------|---------------|--------------------------------|---------------------------|------------------------------|--------------------------|-------------------|-------------------------|----------------------|-------------|
| UNITED STATES TREASURY 91282CFX4 4.50% | 11/30/24 11/30/24 1.35 | 01/26/23 01/30/23 | 5,875,000.00 | 5,895,883.79 5,891,506.78 | 5,811,889.63 98.93 | 5,834,282.05 22,392.42 | (79,617.14) | 1.43% | N -- | 4.29% 5.29% -- | AA+ Aaa |
| UNITED STATES TREASURY 912828YY0 1.75% | 12/31/24 12/31/24 1.45 | 03/09/22 03/11/22 | 15,100,000.00 | 15,071,097.66 15,084,475.11 | 14,353,257.89 95.05 | 14,353,975.96 718.07 | (731,217.22) | 3.51% | N -- | 1.82% 5.22% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CGD7 4.25% | 12/31/24 12/31/24 1.43 | 03/08/23 03/10/23 | 2,700,000.00 | 2,657,812.50 2,664,959.57 | 2,661,820.33 98.59 | 2,662,132.15 311.82 | (3,139.24) | 0.65% | N -- | 5.16% 5.24% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CDZ1 1.50% | 02/15/25 02/15/25 1.56 | 03/09/22 03/11/22 | 15,100,000.00 | 14,955,488.28 15,019,085.47 | 14,250,035.19 94.37 | 14,335,129.12 85,093.92 | (769,050.28) | 3.50% | N -- | 1.84% 5.15% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CGN5 4.62% | 02/28/25 02/28/25 1.56 | 05/01/23 05/03/23 | 3,700,000.00 | 3,723,703.13 3,721,770.15 | 3,670,804.71 99.21 | 3,728,001.38 57,196.67 | (50,965.45) | 0.91% | N -- | 4.25% 5.12% -- | AA+ Aaa |
| UNITED STATES TREASURY 912828ZF0 0.50% | 03/31/25 03/31/25 1.70 | -- -- | 4,750,000.00 | 4,720,439.47 4,733,862.44 | 4,392,822.28 92.48 | 4,398,792.22 5,969.95 | (341,040.16) | 1.08% | N -- | 0.70% 5.04% -- | AA+ Aaa |
| UNITED STATES TREASURY 9128284F4 2.62% | 03/31/25 03/31/25 1.67 | 04/27/22 04/28/22 | 14,600,000.00 | 14,570,343.75 14,582,092.53 | 14,010,867.22 95.96 | 14,107,203.29 96,336.07 | (571,225.30) | 3.45% | N -- | 2.70% 5.06% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CEQ0 2.75% | 05/15/25 05/15/25 1.79 | 06/09/22 06/10/22 | 9,450,000.00 | 9,388,353.49 9,410,074.92 | 9,075,322.24 96.04 | 9,108,512.80 33,190.56 | (334,752.68) | 2.23% | N -- | 2.98% 4.99% -- | AA+ Aaa |
| UNITED STATES TREASURY 9128284R8 2.88% | 05/31/25 05/31/25 1.83 | 07/07/22 07/08/22 | 13,000,000.00 | 12,928,398.44 12,952,113.55 | 12,509,960.97 96.23 | 12,541,617.39 31,656.42 | (442,152.58) | 3.07% | N -- | 3.07% 4.96% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CEY3 3.00% | 07/15/25 07/15/25 1.92 | -- -- | 8,135,000.00 | 7,839,559.40 7,879,689.78 | 7,839,152.91 96.36 | 7,951,739.51 112,586.60 | (40,536.87) | 1.94% | N -- | 4.63% 4.89% -- | AA+ Aaa |
| UNITED STATES TREASURY 912828Y79 2.88% | 07/31/25 07/31/25 1.97 | 08/29/22 08/30/22 | 13,750,000.00 | 13,534,082.03 13,593,928.73 | 13,216,113.35 96.12 | 13,381,008.90 164,895.55 | (377,815.38) | 3.27% | N -- | 3.44% 4.85% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CFE6 3.12% | 08/15/25 08/15/25 2.00 | 08/29/22 08/30/22 | 10,370,000.00 | 10,276,832.08 10,302,271.60 | 10,013,936.30 96.57 | 10,135,683.54 121,747.24 | (288,335.29) | 2.48% | N -- | 3.45% 4.84% -- | AA+ Aaa |
| UNITED STATES TREASURY 9128285J5 3.00% | 10/31/25 10/31/25 2.21 | 06/22/23 06/26/23 | 9,400,000.00 | 9,068,796.92 9,070,641.23 | 9,039,421.83 96.16 | 9,086,932.70 47,510.87 | (31,219.41) | 2.22% | N -- | 4.60% 4.75% -- | AA+ Aaa |

Portfolio Holdings

04/01/2023 to 06/30/2023

| Description Identifier Coupon | Effective Maturity Final Maturity Duration | Trade Date Settle Date | Par Value | Original Cost Book Value | Market Value Market Price | MV + Accrued Balance | Net Unrealized Gain/Loss | % of Market Value | Callable Next Call Date | Book Yield YTM YTC | S&P Moody's |
|--|--|------------------------|---------------|--------------------------------|---------------------------|-----------------------------|--------------------------|-------------------|-------------------------|----------------------|-------------|
| UNITED STATES TREASURY 91282CFW6 4.50% | 11/15/25 11/15/25 2.21 | 11/28/22 11/29/22 | 14,200,000.00 | 14,309,828.20 14,289,207.00 | 14,124,007.85 99.46 | 14,205,619.26 81,611.41 | (165,199.15) | 3.47% | N | 4.22% 4.74% -- | AA+ Aaa |
| UNITED STATES TREASURY 912828M56 2.25% | 11/15/25 11/15/25 2.26 | 11/28/22 11/29/22 | 11,075,000.00 | 10,475,825.22 10,589,458.36 | 10,462,414.06 94.47 | 10,494,239.64 31,825.58 | (127,044.29) | 2.56% | N | 4.21% 4.74% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CGA3 4.00% | 12/15/25 12/15/25 2.31 | 01/17/23 01/18/23 | 7,800,000.00 | 7,824,679.67 7,821,224.98 | 7,676,601.58 98.42 | 7,690,240.93 13,639.34 | (144,623.40) | 1.88% | N | 3.88% 4.69% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CGE5 3.88% | 01/15/26 01/15/26 2.35 | 01/26/23 01/30/23 | 9,750,000.00 | 9,747,714.89 9,748,131.27 | 9,566,044.90 98.11 | 9,740,339.61 174,294.72 | (182,086.37) | 2.38% | N | 3.88% 4.67% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CBH3 0.38% | 01/31/26 01/31/26 2.51 | 03/15/21 03/16/21 | 4,450,000.00 | 4,355,263.68 4,399,380.72 | 3,994,570.31 89.77 | 4,001,531.12 6,960.81 | (404,810.41) | 0.98% | N | 0.82% 4.62% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CGL9 4.00% | 02/15/26 02/15/26 2.43 | 06/22/23 06/26/23 | 3,725,000.00 | 3,679,310.57 3,679,552.48 | 3,666,942.37 98.44 | 3,722,920.27 55,977.90 | (12,610.11) | 0.91% | N | 4.50% 4.64% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CBQ3 0.50% | 02/28/26 02/28/26 2.59 | 10/27/21 10/28/21 | 850,000.00 | 829,812.50 837,492.03 | 763,406.25 89.81 | 764,826.77 1,420.52 | (74,085.78) | 0.19% | N | 1.06% 4.60% -- | AA+ Aaa |
| UNITED STATES TREASURY 9128286F2 2.50% | 02/28/26 02/28/26 2.52 | 03/08/23 03/10/23 | 10,000,000.00 | 9,384,375.00 9,444,337.46 | 9,476,953.10 94.77 | 9,560,512.88 83,559.78 | 32,615.64 | 2.34% | N | 4.74% 4.60% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CGR6 4.62% | 03/15/26 03/15/26 2.49 | 05/01/23 05/03/23 | 12,500,000.00 | 12,755,859.38 12,742,432.47 | 12,511,230.50 100.09 | 12,680,897.62 169,667.12 | (231,201.97) | 3.10% | N | 3.86% 4.59% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CB17 0.75% | 03/31/26 03/31/26 2.66 | 04/22/21 04/23/21 | 6,000,000.00 | 5,987,578.14 5,993,030.72 | 5,421,796.86 90.36 | 5,433,108.34 11,311.48 | (571,233.86) | 1.33% | N | 0.79% 4.51% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CBW0 0.75% | 04/30/26 04/30/26 2.74 | 07/08/21 07/09/21 | 2,450,000.00 | 2,454,210.94 2,452,498.90 | 2,205,669.93 90.03 | 2,208,765.72 3,095.79 | (246,828.97) | 0.54% | N | 0.71% 4.54% -- | AA+ Aaa |
| UNITED STATES TREASURY 9128286S4 2.38% | 04/30/26 04/30/26 2.68 | 05/01/23 05/03/23 | 12,500,000.00 | 11,986,816.41 12,013,032.04 | 11,785,156.25 94.28 | 11,835,173.23 50,016.98 | (227,875.79) | 2.89% | N | 3.84% 4.55% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CHB0 3.62% | 05/15/26 05/15/26 2.68 | 06/22/23 06/26/23 | 12,000,000.00 | 11,746,875.00 11,748,015.59 | 11,705,625.00 97.55 | 11,761,182.07 55,557.07 | (42,390.59) | 2.87% | N | 4.41% 4.54% -- | AA+ Aaa |

Portfolio Holdings

04/01/2023 to 06/30/2023

| Description Identifier Coupon | Effective Maturity Final Maturity Duration | Trade Date Settle Date | Par Value | Original Cost Book Value | Market Value Market Price | MV + Accrued Accrued Balance | Net Unrealized Gain/Loss | % of Market Value | Callable Next Call Date | Book Yield YTM YTC | S&P Moody's |
|--|--|---------------------------|---------------|--------------------------------|------------------------------|---------------------------------|-----------------------------|----------------------|----------------------------|--------------------------|----------------|
| UNITED STATES TREASURY 91282CHH7 4.12% | 06/15/26 06/15/26 2.75 | 06/22/23 06/26/23 | 12,000,000.00 | 11,917,968.72 11,918,329.68 | 11,875,312.56 98.96 | 11,896,951.90 2,1639.34 | (43,017.12) | 2.91% | N -- | 4.37% 4.50% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CCJ8 0.88% | 06/30/26 06/30/26 2.90 | 07/22/21 07/23/21 | 1,435,000.00 | 1,446,435.16 1,441,991.19 | 1,292,621.09 90.08 | 1,292,655.21 34.12 | (149,370.10) | 0.32% | N -- | 0.71% 4.44% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CCW9 0.75% | 08/31/26 08/31/26 3.06 | 10/27/21 10/28/21 | 5,225,000.00 | 5,131,317.38 5,163,157.78 | 4,658,822.24 89.16 | 4,671,920.24 13,098.00 | (504,335.54) | 1.14% | N -- | 1.13% 4.45% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CCZ2 0.88% | 09/30/26 09/30/26 3.13 | 10/27/21 10/28/21 | 2,090,000.00 | 2,063,303.51 2,072,220.20 | 1,869,407.02 89.45 | 1,874,003.88 4,596.86 | (202,813.18) | 0.46% | N -- | 1.14% 4.39% -- | AA+ Aaa |
| UNITED STATES TREASURY 912828UJ4 2.00% | 11/15/26 11/15/26 3.20 | -- -- | 2,400,000.00 | 2,236,070.31 2,253,232.17 | 2,219,062.51 92.46 | 2,225,192.95 6,130.43 | (34,169.66) | 0.54% | N -- | 3.96% 4.43% -- | AA+ Aaa |
| UNITED STATES TREASURY 912828V98 2.25% | 02/15/27 02/15/27 3.39 | 01/26/23 01/30/23 | 815,000.00 | 771,862.30 776,059.73 | 757,599.80 92.96 | 764,489.03 6,889.23 | (18,459.93) | 0.19% | N -- | 3.67% 4.37% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CEC1 1.88% | 02/28/27 02/28/27 3.46 | 03/09/22 03/11/22 | 2,075,000.00 | 2,075,972.66 2,075,729.70 | 1,901,380.85 91.63 | 1,914,384.84 13,003.99 | (174,348.85) | 0.47% | N -- | 1.87% 4.37% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CEF4 2.50% | 03/31/27 03/31/27 3.50 | 04/27/22 04/28/22 | 1,865,000.00 | 1,841,031.84 1,846,478.90 | 1,747,199.03 93.68 | 1,758,918.97 11,719.95 | (99,279.87) | 0.43% | N -- | 2.78% 4.34% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CEN7 2.75% | 04/30/27 04/30/27 3.57 | 08/29/22 08/30/22 | 1,275,000.00 | 1,244,071.29 1,249,305.35 | 1,203,978.52 94.43 | 1,209,885.79 5,907.27 | (45,326.82) | 0.30% | N -- | 3.31% 4.34% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CET4 2.62% | 05/31/27 05/31/27 3.66 | 06/09/22 06/10/22 | 2,300,000.00 | 2,254,988.29 2,264,014.33 | 2,160,292.96 93.93 | 2,165,406.69 5,113.73 | (103,721.37) | 0.53% | N -- | 3.05% 4.33% -- | AA+ Aaa |
| UNITED STATES TREASURY 9128282R0 2.25% | 08/15/27 08/15/27 3.84 | 08/29/22 08/30/22 | 3,800,000.00 | 3,619,054.69 3,647,548.87 | 3,511,437.50 92.41 | 3,543,559.05 32,121.55 | (136,111.37) | 0.87% | N -- | 3.30% 4.28% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CAL5 0.38% | 09/30/27 09/30/27 4.13 | 11/28/22 11/29/22 | 3,800,000.00 | 3,211,296.89 3,277,107.45 | 3,232,820.32 85.07 | 3,236,402.29 3,581.97 | (44,287.13) | 0.79% | N -- | 3.92% 4.25% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CFZ9 3.88% | 11/30/27 11/30/27 4.00 | 01/26/23 01/30/23 | 4,200,000.00 | 4,253,812.50 4,249,664.57 | 4,139,132.80 98.55 | 4,152,917.64 13,784.84 | (110,531.77) | 1.01% | N -- | 3.58% 4.24% -- | AA+ Aaa |

Portfolio Holdings

04/01/2023 to 06/30/2023

| Description Identifier Coupon | Effective Maturity Final Maturity Duration | Trade Date Settle Date | Par Value | Original Cost Book Value | Market Value Market Price | MV + Accrued Accrued Balance | Net Unrealized Gain/Loss | % of Market Value | Callable Next Call Date | Book Yield YTM YTC | S&P Moody's |
|---|--|------------------------|---------------------|---|-----------------------------------|--|--------------------------|-------------------|-------------------------|-------------------------------|--------------------|
| UNITED STATES TREASURY 91282CBB6 0.62% | 12/31/27 12/31/27 4.35 | 03/09/23 03/13/23 | 2,500,000.00 | 2,112,402.34 2,134,711.68 | 2,135,546.88 85.42 | 2,135,589.33 42.46 | 835.20 | 0.52% | N -- | 4.23% 4.22% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CGH8 3.50% | 01/31/28 01/31/28 4.12 | 05/01/23 05/03/23 | 775,000.00 | 768,945.31 769,156.13 | 752,294.92 97.07 | 763,609.49 11,314.57 | (16,861.22) | 0.19% | N -- | 3.68% 4.21% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CBS9 1.25% | 03/31/28 03/31/28 4.51 | 05/01/23 05/03/23 | 2,550,000.00 | 2,274,679.69 2,283,005.12 | 2,230,652.33 87.48 | 2,238,664.63 8,012.30 | (52,352.79) | 0.55% | N -- | 3.67% 4.18% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CHE4 3.62% | 05/31/28 05/31/28 4.44 | 06/22/23 06/26/23 | 2,475,000.00 | 2,429,947.28 2,430,062.83 | 2,420,085.94 97.78 | 2,427,685.07 7,599.13 | (9,976.89) | 0.59% | N -- | 4.04% 4.13% -- | AA+ Aaa |
| UNITED STATES TREASURY 91282CCE9 1.25% | 05/31/28 05/31/28 4.67 | 06/22/23 06/26/23 | 425,000.00 | 371,841.85 371,976.27 | 370,530.27 87.18 | 370,980.24 449.97 | (1,446.00) | 0.09% | N -- | 4.08% 4.16% -- | AA+ Aaa |
| US GOV TOTAL | 11/07/25 11/07/25 2.22 | -- -- | 3,158,000.00 | \$3,104,327,15.26 \$3,111,281,043.21 | \$302,140,746.62 95.78 | \$303,983,342.14 \$1,842,595.52 | (\$9,140,296.59) | 74.29% | N -- | 3.29% 4.81% -- | AA+ Aaa |
| GSE | | | | | | | | 0.00% | | | |
| FEDERAL FARM CREDIT BANKS FUNDING CORP 3133EKVV4 1.85% | 07/26/24 07/26/24 1.03 | 09/09/19 09/12/19 | 5,000,000.00 | \$5,069,850.00 \$5,015,784.20 | \$4,812,090.05 96.24 | \$4,851,916.44 \$39,826.39 | (\$203,694.15) | 1.19% | N -- | 1.55% 5.51% -- | AA+ Aaa |
| FEDERAL HOME LOAN BANKS 3130AJMZZ 0.44% | 08/28/24 08/28/24 1.13 | 09/14/20 09/15/20 | 2,000,000.00 | 2,012,280.00 2,003,645.79 | 1,891,466.46 94.57 | 1,894,473.13 3,006.67 | (112,179.33) | 0.46% | N -- | 0.28% 5.32% -- | AA+ Aaa |
| FEDERAL FARM CREDIT BANKS FUNDING CORP 3133EK4Y9 1.65% | 11/01/24 11/01/24 1.29 | 05/01/20 05/04/20 | 1,700,000.00 | 1,780,155.00 1,724,026.97 | 1,622,893.07 95.46 | 1,627,568.07 4,675.00 | (101,133.91) | 0.40% | N -- | 0.58% 5.21% -- | AA+ Aaa |
| FEDERAL NATIONAL MORTGAGE ASSOCIATION 3135GOX24 1.46% | 01/07/25 01/07/25 1.46 | -- -- | 11,250,000.00 | 11,833,764.00 11,459,829.53 | 10,665,230.06 94.80 | 10,753,589.44 88,359.37 | (794,599.47) | 2.63% | N -- | 0.39% 5.23% -- | AA+ Aaa |
| FEDERAL HOME LOAN MORTGAGE CORP 3137EAEU9 0.38% | 07/21/25 07/21/25 2.00 | 07/21/20 07/23/20 | 3,285,000.00 | 3,268,640.70 3,278,222.61 | 2,996,574.40 91.22 | 3,002,049.40 5,475.00 | (281,648.21) | 0.73% | N -- | 0.48% 4.91% -- | AA+ Aaa |

Portfolio Holdings

04/01/2023 to 06/30/2023

| Description Identifier Coupon | Effective Maturity Final Maturity Duration | Trade Date Settle Date | Par Value | Original Cost Book Value | Market Value Market Price | MV + Accrued Accrued Balance | Net Unrealized Gain/Loss | % of Market Value | Callable Next Call Date | Book Yield YTM YTC | S&P Moody's |
|---|--|------------------------|----------------------|--|----------------------------------|---|--------------------------|-------------------|-------------------------|-------------------------------|--------------------|
| FEDERAL NATIONAL MORTGAGE ASSOCIATION 3135C05X7 0.38% | 08/25/25 08/25/25 2.09 | 08/25/20 08/27/20 | 4,865,000.00 | 4,842,231.80 4,855,125.20 | 4,425,935.21 90.98 | 4,432,320.52 6,385.31 | (429,189.99) | 1.08% | N -- | 0.47% 4.84% -- | AA+ Aaa |
| FEDERAL NATIONAL MORTGAGE ASSOCIATION 3135C06G3 0.50% | 11/07/25 11/07/25 2.29 | 11/09/20 11/12/20 | 1,595,000.00 | 1,589,289.90 1,592,287.22 | 1,445,231.78 90.61 | 1,446,428.03 1,196.25 | (147,055.44) | 0.35% | N -- | 0.57% 4.77% -- | AA+ Aaa |
| GSE TOTAL | 02/08/25 02/08/25 1.55 | -- -- | 29,695,000.00 | \$30,396,211.40 \$29,928,921.52 | \$27,859,421.03 93.87 | \$28,008,345.03 \$148,923.99 | (\$2,069,500.48) | 6.84% | N -- | 0.62% 5.16% -- | AA+ Aaa |
| MUNI | | | | | | | | 0.00% | | | |
| ARIZONA ST TRANSN BRD HWY REV 040654XU4 1.96% | 07/01/24 07/01/24 0.96 | 01/10/20 02/12/20 | 3,100,000.00 | \$3,100,000.00 \$3,100,000.00 | \$2,992,089.00 96.52 | \$3,022,438.00 \$30,349.00 | (\$107,911.00) | 0.74% | N -- | 1.96% 5.58% -- | AA+ Aa1 |
| FLORIDA ST BRD ADMIN FIN CORP REV 341271AD6 1.26% | 07/01/25 07/01/25 1.92 | 04/22/22 04/26/22 | 3,000,000.00 | 2,803,110.00 2,873,724.80 | 2,769,780.00 92.33 | 2,788,650.00 18,870.00 | (103,944.80) | 0.68% | N -- | 3.45% 5.35% -- | AA Aa3 |
| OKLAHOMA CITY WATER UTILITIES TRUST 67865EAC6 3.29% | 07/01/25 07/01/25 1.87 | 07/08/22 07/26/22 | 2,000,000.00 | 2,000,000.00 2,000,000.00 | 1,933,720.00 96.69 | 1,966,590.00 32,870.00 | (66,280.00) | 0.48% | N -- | 3.29% 5.05% -- | AAA Aaa |
| CONNECTICUT ST 20772KTH2 5.05% | 05/15/26 05/15/26 2.64 | 06/01/23 06/22/23 | 1,195,000.00 | 1,211,024.95 1,210,894.08 | 1,198,011.40 100.25 | 1,199,520.09 1,508.69 | (12,882.68) | 0.29% | N -- | 4.55% 4.95% -- | AA- Aa3 |
| NEW YORK NY 64966QC99 3.86% | 05/01/27 05/01/27 3.49 | 05/20/22 05/26/22 | 1,170,000.00 | 1,170,000.00 1,170,000.00 | 1,127,259.90 96.35 | 1,134,790.80 7,530.90 | (42,740.10) | 0.28% | N -- | 3.86% 4.92% -- | AA Aa2 |
| CONNECTICUT ST 20772KTJ8 5.05% | 05/15/27 05/15/27 3.48 | 06/01/23 06/22/23 | 570,000.00 | 580,944.00 580,879.04 | 576,076.20 101.07 | 576,795.82 719.62 | (4,802.84) | 0.14% | N -- | 4.51% 4.74% -- | AA- Aa3 |
| OKLAHOMA CITY WATER UTILITIES TRUST 67865EAEZ 3.50% | 07/01/27 07/01/27 3.62 | 07/08/22 07/26/22 | 1,050,000.00 | 1,050,000.00 1,050,000.00 | 1,010,583.00 96.25 | 1,028,952.75 18,369.75 | (39,417.00) | 0.25% | N -- | 3.50% 4.54% -- | AAA Aaa |
| MUNI TOTAL | 10/10/25 10/10/25 2.12 | -- -- | 12,085,000.00 | \$11,915,078.95 \$11,985,497.92 | \$11,607,519.50 96.11 | \$11,717,737.46 \$110,217.96 | (\$377,978.42) | 2.86% | N -- | 3.24% 5.17% -- | AA Aa2 |

Portfolio Holdings

04/01/2023 to 06/30/2023

| Description Identifier Coupon | Effective Maturity Final Maturity Duration | Trade Date Settle Date | Par Value | Original Cost Book Value | Market Value Market Price | MV + Accrued Accrued Balance | Net Unrealized Gain/Loss | % of Market Value | Callable Next Call Date | Book Yield YTM YTC | S&P Moody's |
|---|--|------------------------|--------------|----------------------------------|---------------------------|------------------------------|--------------------------|-------------------|-------------------------|-------------------------|-------------|
| CORP | | | | | | | | | | | |
| MICROSOFT CORP 594918BQ6 2.00% | 08/08/23 08/08/23 0.10 | 04/28/20 04/30/20 | 1,000,000.00 | \$1,044,020.00 \$1,000,000.00 | \$997,054.32 99.71 | \$1,004,998.76 \$7,944.44 | (\$2,945.68) | 0.25% | Y 08/03/23 | 2.00% 4.77% 5.39% | AAA Aaa |
| PEPSICO INC 713448FB9 0.40% | 10/07/23 10/07/23 0.27 | 10/06/20 10/07/20 | 2,530,000.00 | 2,528,557.90 2,529,870.61 | 2,500,745.33 98.84 | 2,503,106.66 2,361.33 | (29,125.28) | 0.61% | N -- | 0.42% 4.74% -- | A+ A1 |
| CATERPILLAR FINANCIAL SERVICES CORP 14913R2S5 0.95% | 01/10/24 01/10/24 0.51 | 01/03/22 01/10/22 | 5,060,000.00 | 5,059,190.40 5,059,786.06 | 4,940,608.44 97.64 | 4,963,441.69 22,833.25 | (119,177.62) | 1.21% | N -- | 0.96% 5.55% -- | A A2 |
| AMAZON.COM INC 023135CD6 2.73% | 04/13/24 04/13/24 0.76 | 04/11/22 04/13/22 | 4,720,000.00 | 4,720,000.00 4,720,000.00 | 4,620,693.18 97.90 | 4,648,611.98 27,918.80 | (99,306.82) | 1.14% | N -- | 2.73% 5.50% -- | AA A1 |
| AMAZON.COM INC 023135BW5 0.45% | 05/12/24 05/12/24 0.84 | 05/11/21 05/12/21 | 4,225,000.00 | 4,218,831.50 4,223,213.99 | 4,050,448.94 95.87 | 4,053,036.75 2,587.81 | (172,765.05) | 0.99% | N -- | 0.50% 5.39% -- | AA A1 |
| PACCAR FINANCIAL CORP 6937IRR81 3.15% | 06/13/24 06/13/24 0.92 | 06/06/22 06/13/22 | 4,490,000.00 | 4,488,967.30 4,489,501.14 | 4,394,426.53 97.87 | 4,401,498.28 7,071.75 | (95,074.61) | 1.08% | N -- | 3.16% 5.47% -- | A+ A1 |
| WALMART INC 931142EL3 2.85% | 07/08/24 07/08/24 0.98 | 05/07/20 05/11/20 | 1,750,000.00 | 1,889,597.50 1,782,501.88 | 1,706,372.22 97.51 | 1,730,339.93 23,967.71 | (76,129.66) | 0.42% | Y 06/08/24 | 0.85% 5.39% 5.61% | AA Aa2 |
| PACCAR FINANCIAL CORP 6937IRR40 0.50% | 08/09/24 08/09/24 1.07 | 08/03/21 08/09/21 | 2,710,000.00 | 2,708,536.60 2,709,457.17 | 2,565,217.14 94.66 | 2,570,561.86 5,344.72 | (144,240.03) | 0.63% | N -- | 0.52% 5.54% -- | A+ A1 |
| CATERPILLAR FINANCIAL SERVICES CORP 14913R2P1 0.60% | 09/13/24 09/13/24 1.17 | 09/08/21 09/14/21 | 5,045,000.00 | 5,038,138.80 5,042,234.95 | 4,761,552.63 94.38 | 4,770,633.63 9,081.00 | (280,682.32) | 1.17% | N -- | 0.65% 5.49% -- | A A2 |
| TOYOTA MOTOR CREDIT CORP 89236TJN6 0.62% | 09/13/24 09/13/24 1.17 | 09/08/21 09/13/21 | 5,200,000.00 | 5,197,556.00 5,199,016.04 | 4,910,397.13 94.43 | 4,920,147.13 9,750.00 | (288,618.91) | 1.20% | N -- | 0.64% 5.47% -- | A+ A1 |
| PACCAR FINANCIAL CORP 6937IRR57 0.90% | 11/08/24 11/08/24 1.31 | 11/02/21 11/08/21 | 3,875,000.00 | 3,874,767.50 3,874,894.36 | 3,638,354.37 93.89 | 3,643,488.74 5,134.38 | (236,539.99) | 0.89% | N -- | 0.90% 5.64% -- | A+ A1 |

Portfolio Holdings

04/01/2023 to 06/30/2023

| Description Identifier Coupon | Effective Maturity Final Maturity Duration | Trade Date Settle Date | Par Value | Original Cost Book Value | Market Value Market Price | MV + Accrued Accrued Balance | Net Unrealized Gain/Loss | % of Market Value | Callable Next Call Date | Book Yield YTM YTC | S&P Moody's |
|--|--|------------------------|-----------------------|--|-----------------------------------|--|--------------------------|-------------------|-------------------------|----------------------------------|-------------------|
| TOYOTA MOTOR CREDIT CORP 892361JT3 1.45% | 01/13/25 01/13/25 1.47 | 01/10/22 01/13/22 | 2,595,000.00 | 2,591,522.70 2,593,203.64 | 2,447,336.56 94.31 | 2,464,896.06 17,559.50 | (145,867.08) | 0.60% | N -- | 1.50% 5.36% -- | A+ A1 |
| AMAZON.COM INC 023135CE4 3.00% | 04/13/25 04/13/25 1.70 | 04/11/22 04/13/22 | 4,175,000.00 | 4,168,361.75 4,170,981.59 | 4,026,899.22 96.45 | 4,054,036.72 27,137.50 | (144,082.37) | 0.99% | N -- | 3.06% 5.10% -- | AA A1 |
| HOME DEPOT INC 437076CM2 2.70% | 04/15/25 04/15/25 1.70 | 03/24/22 03/28/22 | 2,280,000.00 | 2,276,010.00 2,277,630.35 | 2,186,297.75 95.89 | 2,199,293.75 12,996.00 | (91,332.61) | 0.54% | Y 03/15/25 | 2.76% 5.13% 5.25% | A A2 |
| PACCAR FINANCIAL CORP 69371RR99 3.55% | 08/11/25 08/11/25 1.98 | 08/03/22 08/11/22 | 1,555,000.00 | 1,553,895.95 1,554,210.44 | 1,507,359.67 96.94 | 1,528,827.31 21,467.64 | (46,850.77) | 0.37% | N -- | 3.58% 5.10% -- | A+ A1 |
| COLGATE-PALMOLIVE CO 194162AM5 3.10% | 08/15/25 08/15/25 2.00 | 08/01/22 08/09/22 | 1,685,000.00 | 1,683,449.80 1,683,898.61 | 1,621,925.87 96.26 | 1,641,659.09 19,733.22 | (61,972.75) | 0.40% | N -- | 3.13% 4.98% -- | AA- Aa3 |
| WALMART INC 931142EW9 3.90% | 09/09/25 09/09/25 2.05 | 09/06/22 09/09/22 | 5,325,000.00 | 5,321,272.50 5,322,237.60 | 5,217,924.37 97.99 | 5,282,534.37 64,610.00 | (104,313.23) | 1.29% | N -- | 3.92% 4.88% -- | AA Aa2 |
| HOME DEPOT INC 437076CRI 4.00% | 09/15/25 09/15/25 2.03 | 09/12/22 09/19/22 | 200,000.00 | 199,928.00 199,945.42 | 196,071.96 98.04 | 198,427.51 2,355.56 | (3,873.46) | 0.05% | Y 08/15/25 | 4.01% 4.95% 4.98% | A A2 |
| PEPSICO INC 713448FQ6 4.55% | 02/13/26 02/13/26 2.34 | 02/13/23 02/15/23 | 5,005,000.00 | 5,002,097.10 5,002,432.13 | 4,990,346.56 99.71 | 5,076,376.95 86,030.39 | (12,085.56) | 1.24% | Y 01/13/26 | 4.57% 4.67% 4.67% | A+ A1 |
| COLGATE-PALMOLIVE CO 194162AQ6 4.80% | 03/02/26 03/02/26 2.44 | 02/27/23 03/01/23 | 1,475,000.00 | 1,473,289.00 1,473,468.10 | 1,479,871.88 100.33 | 1,503,471.88 23,600.00 | 6,403.78 | 0.37% | N -- | 4.84% 4.66% -- | AA- Aa3 |
| CORP TOTAL | 11/15/24 11/15/24 1.30 | -- -- | 64,900,000.00 | \$65,037,990.30 \$64,908,484.07 | \$62,759,904.06 96.75 | \$63,159,389.06 \$399,485.00 | (\$2,148,580.01) | 15.44% | -- | 2.09% 5.25% 5.03% | A+ A1 |
| PORTFOLIO TOTAL | 08/19/25 08/19/25 2.02 | -- -- | 424,798,370.83 | \$420,100,366.74 \$420,422,317.55 | \$406,685,962.05 95.27 | \$409,187,184.52 \$2,501,222.47 | (\$13,736,355.50) | 100.00% | -- | 2.92% 4.91% 5.03% | AA Aa1 |

FINANCE/OUTREACH AND PLANNING COMMITTEE

July 25, 2023

Discussion: Action Item: Fiscal Year (FY) 2024 Budget Development

1. Adoption of Proposed Millage Rate for FY2024
2. FY2024 Budget Update and Tentative Budget Submission

Purpose

1. Report the results of the July 1 certifications of taxable value from the District's 16 county property appraisers and recommend adoption of a proposed FY2024 millage rate.
2. Provide an update on budget changes that have been made since the FY2024 Recommended Annual Service Budget (RASB) and request approval to submit the District's Tentative Budget to the Executive Office of the Governor (EOG), Department of Environmental Protection (DEP), Florida Legislature, and other parties, as required by statute, for delivery by August 1, 2023.

Background

In June, staff submitted the FY2024 RASB to the Governing Board for consideration. The RASB document included underlying revenue and expenditure tables, variance analysis, and detailed project descriptions for all District projects. On June 27, staff provided an overview of the RASB to the Governing Board including revenues by source and expenditures by category, program, and area of responsibility. Following discussion of the budget, the Governing Board took action to authorize staff to (1) prepare the *Tentative Budget Submission* for FY2024 based on the RASB as presented; (2) adjust for Governing Board actions at the meeting; (2) reflect the final estimated ad valorem revenue based on the July 1 certifications of taxable value; and (3) add any additional funding provided by the state.

On July 25, staff will provide a budget update to the Governing Board including the certifications of taxable value and the proposed FY2024 millage rate for adoption, which must be certified to the county property appraisers by August 4. The proposed millage rate is the rate that will be used for Truth in Millage (TRIM) *Notices of Proposed Property Taxes*. Prior to the July 25 Governing Board meeting, staff will provide Board members with a draft of the *Tentative Budget Submission* for FY2024 for consideration to approve for submission by August 1 pursuant to s. 373.536 Florida Statutes (F.S.).

The District's FY2024 budget will be adopted in September following two public TRIM hearings. The first hearing is scheduled for September 12, 2023 at 5:01 p.m. at the Tampa Office. Written disapproval of any portion of the budget must be received from the EOG or the Legislative Budget Commission at least five business days prior to the final budget adoption hearing. The second and final hearing is scheduled for September 26, 2023 at 5:01 p.m., also at the Tampa Office.

Discussion

1. Adoption of Proposed Millage Rate for FY2024

Staff will present the certifications of taxable value and the proposed FY2024 District millage rate, in compliance with s. 373.503, F.S., and s. 200.065, F.S. Overall taxable property values in the District increased by 13.73 percent. Of the increase, 10.52 percent is related to existing property values and 3.21 percent is related to new construction. The rolled-back millage rate, based on s. 200.065, F.S., equates to 0.2041, which is 9.7 percent less than the rate of 0.2260 adopted for FY2023. Based on the July 1 certifications of taxable value and the rolled-back millage rate, staff has reduced ad valorem

revenue by \$171,279 to \$125,866,692. Staff will recommend the Governing Board adopt Resolution No. 23-05, *Adoption of Proposed Millage Rate for Fiscal Year 2024*.

An exhibit of the draft Resolution No. 23-05 is attached to this Item.

2. FY2024 Budget Update and Tentative Budget Submission

Staff will review proposed budget changes that have occurred since June 27. In total, the budget changes to be presented at the July 25, 2023 Governing Board meeting will increase the recommended budget from \$220,800,464 to \$224,800,464. Staff requests approval of the changes, which have been incorporated in the draft of the *Tentative Budget Submission* for FY2024, as well as authorization to submit the *Tentative Budget Submission* to the EOG, DEP, Florida Legislature, and other parties, as required by statute, for delivery by August 1, 2023.

Proposed changes for the July 25 meeting:

Expenditure Budget:

- District Grants increased by \$4,000,000 for Water Supply and Water Resource Development Grant Program based on an increase of \$4,000,000 in anticipated funding from the DEP for a total of \$20,000,000 from a specific State Appropriation for alternative water supply projects.

Revenue Budget:

- State revenue increased by \$5,200,000 based on:
 - \$4,000,000 increase in anticipated funding from the DEP from a specific State Appropriation for alternative water supply projects.
 - \$1,200,000 from the DEP for the District's Structure 160 Cathodic Protection for the Statewide Flooding and Sea Level Rise Resilience Plan.
- Ad valorem tax revenue decreased by \$171,279 based on July 1 certifications of taxable value from the 16 county property appraisers and a rolled-back rate of 0.2041 mill.
- Use of Reserves decreased by \$1,028,721 to balance the budget.

An exhibit of the draft *Tentative Budget Submission* for FY2024 will be provided separately.

Staff Recommendation:

See Exhibit

1. Approve Resolution No. 23-05, *Adoption of Proposed Millage Rate for Fiscal Year 2024*.
2. Approve the budget changes presented, adjusted for any modifications made by the Governing Board on July 25, and authorize staff to submit the *Tentative Budget Submission* for FY2024.

Presenter:

Brandon Baldwin, Division Director, Business and IT Services

SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT

RESOLUTION NO. 23-05

ADOPTION OF PROPOSED MILLAGE RATE FOR FISCAL YEAR 2024

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

WHEREAS, the Governing Board of the District must advise the county property appraisers of its proposed millage rate to be levied upon all taxable property in the District subject to county taxes to be applied on the tax rolls for the year 2023, for the purpose of preparing the notice of proposed property taxes; and

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

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

That there is adopted a proposed District millage rate, as provided for in Sections 373.503(3) and 373.536, Florida Statutes, and in compliance with the maximum millage rate established by Section 200.065, Florida Statutes, for fiscal year 2024, to be assessed on the tax rolls for the year 2023, for the purpose of levying a uniform ad valorem tax on all taxable property in the counties within the District as certified by the county property appraisers pursuant to Section 200.065, Florida Statutes, excluding lands held by the Trustees of the Internal Improvement Trust Fund to the extent specified in Section 373.543, Florida Statutes, as follows:

| <u>District</u> | <u>Rolled-back Rate</u> | <u>Proposed Millage Rate</u> | <u>Percent Over Rolled-back Rate</u> | <u>Counties Applied To</u> |
|-----------------|-------------------------|------------------------------|--------------------------------------|--|
| Districtwide | 0.2041 | 0.2041 | 0.00% | Charlotte, Citrus, DeSoto, Hardee, Hernando, Highlands, Hillsborough, Lake, Levy, Manatee, Marion, Pasco, Pinellas, Polk, Sarasota, Sumter |

APPROVED AND ADOPTED this twenty-fifth day of July 2023 by the Governing Board of the Southwest Florida Water Management District.

SOUTHWEST FLORIDA
WATER MANAGEMENT DISTRICT

By: _____
E.D. Armstrong III, Chair

Attest:

John Mitten, Secretary

CERTIFICATE AS TO RESOLUTION NO. 23-05

STATE OF FLORIDA
COUNTY OF HILLSBOROUGH

We, the undersigned, hereby certify that we are, Chair and Secretary, respectively, of the Southwest Florida Water Management District, organized and existing under and by virtue of the Laws of the State of Florida, and having its office and place of business at 2379 Broad Street, Brooksville, Hernando County, Florida, and that, on the twenty-fifth day of July 2023, at a duly called and properly held meeting of the Governing Board of the Southwest Florida Water Management District, at 7601 US Hwy 301 North, Tampa, Hillsborough County, Florida, at which meeting a majority of the members of the Governing Board were present, the resolution, which is attached hereto and which this certificate is a part thereof, was adopted and incorporated in the minutes of that meeting.

Dated at Tampa, Florida, this twenty-fifth day of July 2023.

SOUTHWEST FLORIDA
WATER MANAGEMENT DISTRICT

By: _____
E.D. Armstrong III, Chair

Attest:

John Mitten, Secretary

ACKNOWLEDGMENT

STATE OF FLORIDA
COUNTY OF HILLSBOROUGH

The foregoing instrument was acknowledged before me this twenty-fifth day of July 2023, by Ed Armstrong and John Mitten, 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-fifth day of July 2023.

Notary Public
State of Florida at Large
My Commission Expires:

FINANCE/OUTREACH AND PLANNING COMMITTEE

July 25, 2023

Submit & File: Information Item: Budget Transfer Report

Purpose

Provide the Budget Transfer Report covering all budget transfers made during the month of June 2023.

Background

In accordance with Board Policy, *Budget Authority Transfer of Funds*, all transfers approved by the Executive Director and Finance Bureau Chief under delegated authority are presented to the Finance/Outreach & Planning Committee of the Governing Board as a Submit and File Report at the next regular scheduled meeting. The exhibit for this item reflects all such transfers executed during the month of June 2023.

Staff Recommendation:

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

Presenter:

Melisa J. Lowe, Bureau Chief, Finance

SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT
Budget Transfer Report
June 2023

| Item No. | --- TRANSFERRED FROM --- | | --- TRANSFERRED TO --- | | Transfer Amount |
|---|---|--|--|---|---------------------|
| | Bureau / Expenditure Category | Bureau / Expenditure Category | Reason For Transfer | Transfer Amount | |
| Change from Original Budget Intent | | | | | |
| 1 | Data Collection Equipment - Non-Capital Outlay | Data Collection Overtime | Transfer of funds originally budgeted for replacement data collection equipment in support of the Crystal River/Kings Bay Minimum Flows and Levels re-evaluation. Expenditures were less than anticipated after staff found some sensors have been holding up better than expected and do not require replacement at this time. Funds are required for additional overtime within the Geohydrologic Data Section in support of the District's Regional Observation Monitor-well Program (ROMP). Extenuating circumstances such as unanticipated delays in well construction pushing Aquifer Performance Testing (APT) at ROMP 88 into FY2023, as well as rental equipment failure during one of the three 72-continuous-hour APT tests have required unplanned overtime of field staff. These funds will allow field staff to continue working on backlogged field activities that have a deadline for completion by FY2025 at ROMP sites that are part of the Central Florida Water Initiative. | \$ 13,000.00 | |
| 2 | Operations Maint/Repair of Buildings/Structures | Human Resources Insurance and Bonds | Transfer of funds originally budgeted for the Structures Gate Refurbishment Program. The program has been put on hold as it has been determined the current priority gates have reached their useful life and require replacement rather than refurbishment. Funds are required for property and cyber liability insurance premiums that came in higher than the ten percent increase anticipated in the budget. | | 19,092.00 |
| Consistent with Original Budget Intent | | | | Total Change from Original Budget Intent | \$ 32,092.00 |
| 1 | Operations Contracted Construction | Engineering & Project Management Capitalized - Consultant Services Capitalized - Contracted Construction | Funds are needed for the original purpose budgeted to rehabilitate and add cathodic protection to District flood control structures 160 and 551. The funds are being transferred for proper accounting tracking of capital improvements, as well as for the reassignment of project management. The projects are being transferred from the Structure Operations section to the Design and Construction Management section. | \$ 569,507.69 | |
| Total Consistent with Original Budget Intent | | | | \$ 569,507.69 | |
| Total Amount Transferred | | | | \$ 601,599.69 | |

.....
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.

FINANCE/OUTREACH AND PLANNING COMMITTEE

July 25, 2023

Submit & File: Information Item: Office of Inspector General April 1, 2023 to June 30, 2023

Quarterly Update

Background and Purpose

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

Staff Recommendation:

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

Presenter:

Brian Werthmiller, Inspector General, Office of Inspector General



An Equal Opportunity Employer

Southwest Florida Water Management District

2379 Broad Street, Brooksville, Florida 34604-6899

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

WaterMatters.org

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

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

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

Ed Armstrong
Chair, Pinellas

Michelle Williamson
Vice Chair, Hillsborough

John Mitten
Secretary, Hernando, Marion

Jack Bispham
Treasurer, Manatee

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

Joel Schelcher
Former Chair, Charlotte,
Sarasota

Ashley Bell Barnett
Polk

John Hall
Polk

James Holton
Pinellas

Dustin Rowland
Pasco

Robert Stern
Hillsborough

Brian J. Armstrong, P.G.
Executive Director

July 25, 2023

MEMORANDUM

TO: Finance/Outreach & Planning Committee
Remaining Governing Board members
FROM: Brian Werthmiller, CPA, Inspector General
SUBJECT: Office of Inspector General Quarterly Update 4/1/23 – 6/30/23

The purpose of this memo is to satisfy the Office of Inspector General (OIG) Charter Governing Board Policy regarding updates with the Finance/Outreach and Planning Committee.

I am pleased to provide you the most recent quarterly update. During the quarter ending June 30, 2023:

- The OIG quarterly update for the quarter ending March 31, 2023 was submitted to the Governing Board on April 25, 2023.
- One complaint was closed. No investigation considered necessary by the OIG.
- Three investigations were closed:
 - The OIG was called upon by the Governing Board to address a complaint at the April 25, 2023 Governing Board meeting.
 - Beginning in November 2021, the District was subject to fraudulent transactions and attempts for additional fraudulent transactions from its bank account. The last fraudulent transaction was June 3, 2022. Since it has been over one year since the last fraudulent transaction was noted and the District has been fully reimbursed for all fraudulent transactions, no further updates will be given unless the OIG becomes aware of additional fraudulent transactions or information. The bank and appropriate authorities were notified.
 - The District received returned mail postmarked from August 2022 through the United States Postal Service that had the District's return address. Inside of the envelopes contained non-District checks made out to various individuals with addresses from around the world. Since no new returned envelopes postmarked subsequent to August 2022 has occurred, no further updates will be given unless the OIG becomes aware of additional returned mail or information. The appropriate authorities were notified.
- The OIG initiated 11 reviews per the requests of management and external government entities. Currently, the District is being audited by the Auditor General.
- The OIG Charter is required to be reviewed annually. There are no proposed changes at this time.
- As noted in the FY 2022 OIG Annual Report, a recommendation was made the District should enhance policies and procedures to ensure that all records evidencing the basis for pay increases be properly maintained. During the period of October 1, 2022 to January 20, 2023, five pay adjustments were examined. The OIG found that the District maintained documentation to support the basis

for the pay increase was maintained. In addition, the District enhanced governing documents to include a procedure that documents supporting special pay adjustments will be maintained. Based upon the results of the follow-up procedures performed, the District has taken corrective actions for the increases in pay finding as recommended by the OIG.

- As noted in the FY 2022 OIG Annual Report, a recommendation was made the District should enhance procedures to ensure that for cases of employee discipline, the District should ensure that the notice of discipline, which will include the notice of rights, is provided in accordance with District Governing Documents when applicable. During the period of October 1, 2022 to June 27, 2023, the OIG’s test of employee discipline found that the notice of discipline was in accordance with Governing Documents and included the notice of rights. Based upon the results of the follow-up procedures performed, the District has take corrective actions for the disciplinary actions finding as recommended by the OIG.
- A peer review of the OIG’s audit function was conducted by Sam McCall, PhD, CPA with over 50 years of government experience, to make a determination whether the OIG’s audit work conformed in all material respects with *Generally Accepted Government Audit Standards*. The OIG received the highest rating of pass for the 3-year period of October 1, 2019 to September 30, 2022. *Generally Accepted Government Auditing Standards* require a peer review once every three years. The last peer review was conducted by the Association of Inspectors General for the period October 1, 2018 to September 30, 2019 which this OIG again received the highest rating of pass. The peer review report begins on the following page.

| Office of Inspector General Performance Measures | | |
|--|--|---------------------------------|
| Performance Measure | Goal | Status Through 6/30/2023 |
| Complete follow-up on the disciplinary actions recommendation from FY 2022 | Complete by September 2023 | Completed June 2023 |
| Complete follow-up on the conflict of interest recommendation from FY 2022 | Complete by September 2023 | Open |
| Complete follow-up on the increases in pay recommendation from FY 2022 | Complete by September 2023 | Completed June 2023 |
| Complete follow-up on the use of District vehicles recommendation from FY 2022 | Complete by September 2023 | Open |
| Complete a Cybersecurity Audit | Complete by December 2023 ¹ | Open |
| Appropriate time allocated to efforts resulting in reporting to the Board | 65% of Chargeable Hours | 66% |
| Performance Measure | Goal | Status Through 6/30/2023 |
| Risk Assessment and audit plan | Submit the audit plan to the Board by January 2023 | Completed January 2023 |
| Inspector General FY 2023 Annual Report | Submit to the Board September 2023 | Open |
| Updates to the Finance/Outreach & Planning Committee including IG performance measures | Submit to the Board the month following each quarter-end | 75% |

¹ The Auditor General’s audit began in FY 2023, goal is to complete by December 2023.

Southwest Florida Water Management District
Office of Inspector General
Report on Independent Quality Assurance Review
May 24, 2023



Independent External Assessor
Sam M. McCall PhD, CPA, CIA, CGAP, CGFM, CIG

Southwest Florida Water Management District Office of Inspector General Opinion Statement on Quality Assurance Review

Brian J. Armstrong, Executive Director

Joel Schleicher, Governing Board Chair

John Mitten, Governing Board Treasurer, Finance/Outreach and Planning Committee Chair

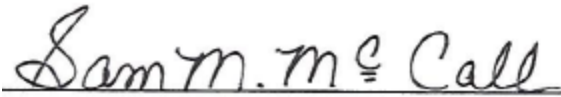
Brian Werthmiller, Inspector General

I have been engaged to conduct an independent external Quality Assurance Review (QAR) of Southwest Florida Water Management District (the District) Office of Inspector General (the Office) for the period October 1, 2019 to September 30, 2022. The primary objective of the QAR was to make a determination of whether the Office had an established system of quality control and had implemented policies and procedures to demonstrate reasonable assurance that audit work conformed in all material respects with *Government Auditing Standards* and applicable legal and regulatory requirements.

As the qualified assessor from outside the organization, I am fully independent of the District Office and have the necessary skills to undertake this engagement. This QAR, concluded on May 24, 2023, consisted of a review and test of Office policies and procedures and documentation supporting completed audits. The assessor's work followed the standards and guidance provided in *Government Auditing Standards* for performance of external QARs. In addition, interviews were conducted with the District Chair, Treasurer, and Executive Director, and surveys were sent to and received from additional Governing Board members and selected management team members.

At the conclusion of an external QAR, participating organizations receive a rating of pass, pass with deficiencies, or fail. **In my opinion, I have concluded the Southwest Florida Water Management District Office of Inspector General has earned a QAR rating of "Pass," the highest rating possible under Generally Accepted Government Auditing Standards.** Pass means the audit organization's system of quality control has been suitably designed and complied with to provide the audit organization with reasonable assurance of performing and reporting in conformity with professional standards and applicable legal and regulatory requirements in all material respects. A detailed description of QAR ratings can be found in Attachment B.

I appreciate the opportunity to participate in the Office quality assurance review and thank the District for courtesies extended during this process. Please do not hesitate to reach out to me should you have any questions regarding the review.

A handwritten signature in cursive script that reads "Sam M. McCall". The signature is written in black ink and is positioned above a horizontal line.

Sam M. McCall PhD, CPA, CIA, CGAP, CGFM, CIG
Independent External Assessor Performing the QCR

May 24, 2023

Date

**Southwest Florida Water Management District
Office of Inspector General
Quality Assurance Review**

May 24, 2023

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EXECUTIVE SUMMARY

Governance

The District's operations are directed by a 13-member Governing Board, appointed by the Governor and confirmed by the Senate. Governing Board members are unpaid volunteers representing diverse backgrounds and interests. Board members serve four-year terms and must live within the District. The Governing Board determines the District's overall policies, executes its statutory and regulatory responsibilities, and authorizes tax levies and budgets in accordance with the Truth in Millage (TRIM) statutory budgetary hearing process. The Governing Board appoints the District's Executive Director, subject to approval by the Governor and the Florida Senate, and appoints the District Inspector General.

Origin and Evolution

The District is one of five regional water management districts directed by state law to protect and preserve water resources within its boundaries. The District was created in 1961 by a special act of the Florida Legislature to be the local sponsor of the “Four River Basins, Florida Project.” This was a major flood control project sponsored by the U.S. Army Corps of Engineers (Corps) after Hurricane Donna caused massive damage to west-central Florida in 1960. The project included flood control structures and water detention areas, and encompassed a 6,000-square-mile area. The District continues to cooperate with the Corps in maintaining and operating portions of this flood control system.

District responsibilities expanded in the mid-to-late 1960s when regulatory programs for regional wellfields serving the Tampa Bay metropolitan area were initiated, and again in 1972 when the Florida Legislature passed the Water Resources Act. The Act significantly furthered the transition from strictly flood control to a more broad-based policy of resource management and service to the public. The Act was in response to a growing need for a more comprehensive approach to water management in the State, and received recognition as a model water statute from the National Water Commission for its regional approach and comprehensive scope.

The District's duties and responsibilities have increased over the years. Some of these new duties were the result of legislative action; others came about through delegation by state agencies; while others were initiated by the District under existing authority in response to evolving water management challenges. While the mission has remained essentially the same since passage of the Water Resources Act, to manage and protect water and related natural resources, areas of responsibility now encompass water supply, flood protection, water quality management and natural systems management. Moreover, there is growing recognition that the integration of all these areas is essential to effective planning and management of the resource.

Area

The District encompasses all or part of sixteen counties on the west-central coast of Florida, from Charlotte County in the south to Levy County in the north. It also extends from the Gulf of Mexico east to Polk and Highlands counties. The District contains 97 local governments spread over approximately 10,000 square miles, with a total population in 2021 of more than 5.5 million.

Office Statutory Authorization

In accordance with Section 373.079(4)(b), Florida Statutes, the District shall have an Inspector General who shall report directly to the Board. In addition, the IG must have the same qualifications and perform the applicable duties of state agency inspectors general as provided for in Section 20.055, Florida Statutes. This latter section of law, known as the Florida Inspector General Act, provides responsibility to IGs to include authority and responsibility to perform audits, investigations, and management reviews, to review internal controls, and to carry out programs to prevent and detect fraud and abuse. The IG has specific reporting responsibilities to the Board, Auditor General of the State of Florida, and the Joint Legislative Auditing Committee of Legislature. In addition to very high educational and experience requirements, the IG must possess at appointment, or obtain within the first year after appointment, a certification from the Association of Inspectors General as a certified inspector general. Lastly, all audit reports issued must include a statement that the audit was conducted in accordance with appropriate audit standards. For the District, the Office has chosen to cite Generally Accepted Government Auditing Standards (GAGAS).

Statement of Opinion as to Conformance with Government Auditing Standards

In accordance with the standards promulgated by the Comptroller General of the United States in *Government Auditing Standards*, I have completed an independent external QAR of the Office of Inspector General at Southwest Florida Water Management District. Based on analysis of documentation provided in support of policies and procedures and audits performed, information received during interviews with the Governing Board Chair and Treasurer and the District Executive Director, and responses to surveys conducted. **In my opinion, I have concluded the District Office of Inspector General has earned a review rating of “Pass,” the highest rating possible under Generally Accepted Government Auditing Standards.** Pass means the audit organization’s system of quality control has been suitably designed and complied with to provide the audit organization with reasonable assurance of performing and reporting in conformity with professional standards and applicable legal and regulatory requirements in all material respects. A detailed description of QAR ratings can be found in Attachment B.

Objectives, Scope, and Methodology

Objectives

- o The principal objective of the QAR was to assess Office conformance with the *Government Auditing Standards*.
- o The independent assessor also evaluated the IGs effectiveness in carrying out its mission (as set forth in the audit charter and expressed in the expectations of the Board and Senior Management) and identified successful audit practices performed by the IG.

Scope

- o The scope of the QAR included the audit charter approved by the Board, which defines the purpose, authority, and responsibility of the IG.
- o The QAR was concluded on May 24, 2023, and provides the board and senior

management information about Office operations as of that date.

- o *Standards* in place during the period October 1, 2019, to September 30, 2022, were the basis for the QAR.

Methodology

- o The IG compiled and provided information consistent with the GAS for an external QAR. This information included District and Office policies and procedures as well as documentation supporting completed work.
- o IG identified key stakeholders (senior management and the board) and the independent assessor sent surveys to each individual identified. The results were tabulated by the assessor and confidentiality was maintained for responses received. Summary survey results were included in the QAR report.
- o To accomplish the objectives, the assessor reviewed information requested and provided the IG. The assessor also conducted interviews with selected key stakeholders, including the Executive Director, Board Chair, Board Treasurer, and the IG; reviewed a sample of audit projects and associated workpapers and reports; and reviewed survey data received from stakeholders.

Summary of Observations

Observations are divided into three categories:

- o **Successful Audit Practices** – Areas where the IG is operating in a particularly effective or efficient manner are as follows:
 - o Audit Charter - The Office audit charter is thorough and comprehensive.
 - o Independence – The audit function is organizationally independent in fact and appearance, routinely meets with the Chair and Board, and adds value to operations by providing assurance and counsel on an on-going basis.
 - o Professional Judgement – The IG is well qualified for the position, is respected externally and within the organization, and obtains appropriate continuing professional education for the position.
 - o Planning - Engagement planning includes clear descriptions of audit scope,

objectives, and methodology. The risk assessment process is well documented and the annual work plan is presented to the Board in an easily understandable manner.

- Conducting Engagements - Working papers reviewed clearly identified information needed, analyzed, and evaluation results, all of which was documented, referenced, and easy to follow. Working papers demonstrated the work of a very experienced and qualified auditor.
- Policies and procedures – District policies relating to the responsibilities of the IG in the areas of internal control, fraud, and whistle-blower were comprehensive and complete

- **Gaps to Conformance**
 - No gaps to conformance with the Standards were noted during this quality assurance review.

- **Opportunities for Continuous Improvement –**
 - Survey respondents were given the opportunity to identify any needed improvements and overall had no significant suggestions to offer. Survey responses were consistent with the external assessor’s conclusions.

ATTACHMENT A – EVALUATION SUMMARY

| | Pass | Pass With Deficiencies | Fail |
|---------------------------|------|------------------------|------|
| Overall Evaluation | X | | |

| Compliance with Generally Accepted Government Auditing Standards (GAGAS) | | Pass | Pass With Deficiencies | Fail |
|---|--|------|------------------------|------|
| Chapter 2 | General Requirements for Complying with GAGAS | X | | |
| | Complying with GAGAS | X | | |
| | Relationship between GAGSAS and Other Professional Standards | X | | |
| | Stating Compliance with GAGAS in the Audit Report | X | | |
| Chapter 3 | Ethics, Independence, and Professional Judgement | X | | |
| | Ethics | X | | |
| | Independence | X | | |
| | Professional Judgement | X | | |
| Chapter 4 | Competence and Continuing Professional Education | X | | |
| | Competence | X | | |
| | Continuing Professional Education | X | | |
| Chapter 5 | Quality Control and External Peer Review | X | | |

| | | | | |
|------------------|---|---|--|--|
| | Quality Control and Assurance | X | | |
| | External Peer Review | X | | |
| Chapter 8 | Fieldwork Standards for Performance Audits | X | | |
| | Planning | X | | |
| 2010 | Conducting the Engagement | X | | |
| 2020 | Supervision | X | | |
| 2030 | Evidence | X | | |
| 2040 | Audit Documentation | X | | |
| Chapter 9 | Reporting Standards for Performance Audits | X | | |
| 2110 | Reporting Auditors' Compliance with GAGAS | X | | |
| 2120 | Report Format | X | | |
| 2130 | Report Content | X | | |
| 2201 | Obtaining the Views of Responsible Officials | X | | |
| 2210 | Report Distribution | X | | |
| 2220 | Report Confidential or Sensitive Information | X | | |
| 2230 | Discovery of Insufficient Evidence after Report Release | X | | |

Attachment B – Rating Definitions

“**Pass**” - A conclusion that the audit organization’s system of quality control has been suitably designed and complied with to provide the audit organization with reasonable assurance of performing and reporting in conformity with professional standards and applicable legal and regulatory requirements in all material respects.

“**Pass with Deficiencies**” - A conclusion that the audit organization’s system of quality control has been suitably designed and complied with to provide the audit organization with reasonable assurance of performing and reporting in conformity with professional standards and applicable legal and regulatory requirements in all material respects with the exception of a certain deficiency or deficiencies described in the report

“**Fail**” - A conclusion, based on the significant deficiencies described in the report, that the audit organization’s system of quality control is not suitably designed to provide the audit organization with reasonable assurance of performing and reporting in conformity with professional standards and applicable legal and regulatory requirements in all material respects, or that the audit organization has not complied with its system of quality control to provide the audit organization with reasonable assurance of performing and reporting in conformity with professional standards and applicable legal and regulatory requirements in all material respects.

ATTACHMENT C – SURVEY RESULTS

| Southwest Florida Water Management District Audit Survey Results April 2023 | AVERAGE RATING Scale of 1-4 with 4 being the highest |
|---|---|
| Governance | |
| 1. The audit activity respects the value and ownership of information received and does not disclose information without appropriate authority unless there is a legal or professional obligation to do so. | 4.00 |
| 2. The audit activity exhibits the highest level of professional objectivity in performing their work, makes a balanced assessment of all relevant circumstances, and is not influenced by their own interests or by others in forming judgments. | 3.91 |
| 3. The audit activity is perceived as adding value and helping our organization accomplish its objectives. | 3.91 |
| 4. The integrity of the audit activity establishes confidence, providing the basis for its role as trusted advisor within our organization. | 4.00 |
| 5. Organizational placement of the audit activity ensures its independence and ability to fulfill its responsibilities. | 4.00 |
| 6. The audit activity has free and unrestricted access to records, information, locations, and employees during the performance of their engagements. | 4.00 |
| Governance Overall Average | 3.97 |
| | |
| Inspector General Performance and Audit Process | |
| 7. The IG communicates effectively (oral, written, and presentations). | 3.91 |
| 8. The IG keeps up to date with changes in our business, our industry, and the relevant regulatory issues. | 3.90 |
| 9. The IG displays adequate knowledge of the business processes, including critical success factors. | 3.91 |
| 10. The IG exhibits effective problem-identification and solution skills. | 3.73 |
| 11. The IG demonstrates effective conflict-resolution and negotiating skills. | 3.73 |
| 12. The IG establishes annual audit plans to assess areas or topics that are significant to our organization and consistent with our organizational goals. | 3.91 |
| 13. The IG sufficiently communicates its audit plans to management of areas being reviewed. This includes descriptions of audit objectives and scope of review. | 4.00 |
| 14. The IG effectively promotes appropriate ethics and values within our organization. | 3.82 |
| 15. The IG adequately assesses the effectiveness of risk management processes employed by management to achieve objectives. | 3.82 |

| | |
|--|-------------|
| 16. The IG competently assesses the adequacy and effectiveness of our organization's system of internal controls. | 3.91 |
| 17. The IG exhibits proficient project management and organizational skills to the timely completion of its audit engagements. | 4.00 |
| 18. The IG demonstrates sufficient knowledge of key information technology risks and controls in performing its audit engagements. | 3.91 |
| 19. The IG demonstrates sufficient knowledge of fraud to identify "red flags," indicating possible fraud when planning its audit engagements. | 3.90 |
| 20. IG audit reports are accurate, objective, clear, concise, constructive, complete, and timely. | 3.82 |
| Inspector General Performance and Audit Process Overall Average | 3.88 |
| Selected Additional Comments Received in Response to the Survey | |
| <p>21. What would you describe as areas of strength for the audit activity? (selected responses)</p> <ul style="list-style-type: none"> a. Brian is very competent, thorough, knowledgeable and does a very good job. b. I think Brian's greatest strength is his impartiality. He's very levelheaded and has built trust with staff. They recognize he has no hidden agendas and is fair in his assessments. He is also willing to discuss findings before presenting them to the Board. c. The IG solicits input when developing his audit plan. He's gained the confidence of our Board. He always makes time for review and advice. He's provided great feedback into our Knowledge Management process (effort to update all policies and procedures that govern our business). d. Brian Werthmiller meets with the Executive Team each year and clearly discusses his audit goals for the year. He asks about known fraud. He also asks about future audit options based on known risks for the organization. e. Brian does an excellent job learning about projects, programs, and processes and it is apparent that he thoroughly reviews all facts before coming to decisions or recommendation. f. The audit activity helps identify potential weaknesses or threats and allows management to correct deficiencies. g. I am impressed with the audit's ability to absorb and analyze significant volumes of data. I don't have any recommendations for changes and I respect the manner in which the work is conducted. h. Maintaining his independence and understanding and evaluating the benefit versus the cost of having certain internal controls. Looking at and determining if compensating controls are adequate. Being available to provide feedback and recommendations regarding processes, internal controls and compensating controls. | |
| <p>22. What areas would you describe as opportunities for improvement for the audit activity? (selected responses)</p> <ul style="list-style-type: none"> a. The District is a large organization with many responsibilities. As such Brian should continue to work with staff to better understand their role in the District's mission. So far | |

Brian has demonstrated a willingness to do this. I encourage him to continue this practice.

- b. I have no recommendations for improvement or activities that I would like for him to stop doing.

23. Specifically, how might the audit activity better add value to your organizations?
(selected responses)

- a. It's another set of eyes making sure we act in accordance with our policies and procedures. It also helps mitigate risk by establishing controls.
- b. The IG provides great value to the organization. I'm not aware of anything that could be added.

24. Additional comments

(selected responses)

- a. We are lucky to have Brian.
- b. Brian maintains an "open door" policy. He is easily accessible and willing to listen to thoughts and ideas regarding audits. He is routinely professional and always looks out for the best interests of the District.
- c. I am grateful that we have an IG who is great at his job. He is very helpful and easy to discuss topics with. His input, feedback and recommendations are very welcomed and I seek his input on a regular basis.

ATTACHMENT D – STAKEHOLDERS INTERVIEWED

- Joel Schleicher – Governing Board, Chair
- John Mitten – Governing Board, Treasurer and Chair of Finance/ Outreach and Planning Committee
- Brian Armstrong – Executive Director

In addition, surveys were distributed to and subsequently returned by the following stakeholders at the Board and senior management level

- Joel Schleicher – Governing Board, Chair
- Kelly Rice – Governing Board
- Michelle Williamson – Governing Board
- Brian Armstrong – Executive Director
- Amanda Rice – Assistant Executive Director
- Brian Starford – Operations, Lands and Resource Monitoring
- Jennette Seachrist – Resource Management Division
- Michael Molligan – Employee Outreach and General Services Division
- Michelle Hopkins – Regulation Division
- Melissa Lowe – Finance Bureau
- Brandon Baldwin – Business and Information Technology Services
- Tom Hughes – Information Technology Bureau

ATTACHMENT E – EXTERNAL ASSESSOR QUALIFICATIONS

Sam M. McCall, PhD, CPA, CIA, CGAP, CGFM, CIG

As of May, 2023, Sam McCall has worked in government for almost 54 years. He is currently working part-time as the Director of Assurance and Consulting for Law Redd Crona, and Munroe, CPAs and also performing additional work outside the firm as Sam M McCall, CPA. In May 2022, Sam completed nine years of service at Florida State University as Chief Audit Officer. Prior to joining FSU, Sam was City Auditor for the City of Tallahassee for 13 years and prior to that Deputy Auditor General for 13 of his 30 years in state government. He has served on the Comptroller General of the United States Advisory Council on Government Auditing Standards, the Institute of Internal Auditors (IIA) International Internal Auditing Standards Board, and the Governmental Accounting Standards Board Advisory Council. He is past National President of the Association of Government Accountants and received their Robert W. King Memorial Award and the National Intergovernmental Audit Forum David M. Walker Excellence in Government Performance and Accountability Award. In 2014, the IIA inducted Sam into the IIA American Hall of Distinguished Audit Practitioners and the IIA named Sam as one of the Top 15 Most Influential Government Auditing Professionals. That year the Association of Government Accountants also recognized Sam as their National Educator of the Year. In 2015, the Northwest Florida State College named Sam as the 2015 Alumnus of the year. In 2016 Sam was nationally recognized by the American Institute of Certified Public Accountants with their Outstanding CPA in Government Career Contribution Award. In December 2016, Sam completed a five-year appointment as a member of the Federal Accounting Standards Advisory Board that establishes GAAP for the federal government. In 2017, the FSU Office of Inspector General Services was recognized by the Florida Commission on Law Enforcement Accreditation as the first State University to receive such accreditation. From 2017 to 2019, Sam was selected to serve as Chair of SUAC (the State University Audit Council). In 2022, the Association of College and University Auditors recognized Sam with their Outstanding Professional Contribution Award. Lastly, in May 2023, Sam was approved by the Governor and Cabinet to serve on the three-person State Board of Administration Audit Committee upon the recommendation of the State Attorney General.

In terms of quality assurance reviews, while with the Auditor General, Sam participated in the National State Auditors Association QAR program and served as a team member for review of the state audit function in Tennessee, team leader in North Carolina, and as the concurring reviewer (highest level) in South Carolina, Nevada, Arizona, California, and Hawaii. In the Florida Auditor General's Office, quality assurance reviews of state agency Offices of Inspectors

General were under his supervision for several years. While at the City of Tallahassee and at FSU, quality assurance reviews of his Office consistently received “pass/generally conforms” assessments (the highest level) by external independent quality review teams. While at the City of Tallahassee, the Office of the City Auditor was the first city in the nation to receive a successful QAR under both Government Auditing Standards and the Standards for the Professional Practice of Internal Auditing issued by the Institute of Internal Auditors.

4. Resource Management

Governing Board Meeting

July 25, 2023

4. RESOURCE MANAGEMENT COMMITTEE

4.1 **Discussion:** Information Item: Consent Item(s) Moved to Discussion 85

4.2 **Discussion:** Action Item: Draft Tampa Bay Surface Water Improvement and Management (SWIM) Plan (W020) 86

RESOURCE MANAGEMENT COMMITTEE

July 25, 2023

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

Staff Recommendation:

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

Presenter:

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

RESOURCE MANAGEMENT COMMITTEE

July 25, 2023

Discussion: Action Item: Draft Tampa Bay Surface Water Improvement and Management (SWIM) Plan (W020)

Purpose

The purpose of this item is to request approval to submit the draft Tampa Bay SWIM Plan to the agencies and stakeholders in accordance with Section 373.453, Florida Statutes (F.S.).

Background/History

In 1987, the Florida Legislature established the Surface Water Improvement and Management (SWIM) Act in response to the increasing occurrence of surface waterbodies that were degraded or were trending towards degradation. The Act requires the five water management districts to maintain and update a priority list of water bodies of regional or statewide significance within their boundaries and develop plans and programs for the improvement of those water bodies. Tampa Bay was identified in the Legislation as a priority waterbody and in 1988 the Governing Board approved the first Tampa Bay SWIM Plan.

In 1991, the U.S. Environmental Protection Agency designated Tampa Bay as an Estuary of National Significance and created the Tampa Bay Estuary Program (TBEP), a local, state and federal partnership which includes the District. Following completion of the first Comprehensive Conservation Management Plan (CCMP), in 1996, the partners signed an Interlocal Agreement pledging to achieve the goals of the CCMP. The District updated the Tampa Bay SWIM Plan to serve as a companion document to the CCMP and identified SWIM-specific management actions, projects, and initiatives to meet habitat restoration and water quality improvement goals.

This SWIM plan update considers several documents to develop the goals, management actions and projects including, the 2017 TBEP CCMP, the 2022 TBEP Reasonable Assurance Plan and the 2020 Habitat Master Plan. This update was coordinated with technical stakeholders, the TBEP Technical Advisory Committee (TAC), the District's Environmental Advisory Committee (EAC) as well as presented to the public through a workshop fulfilling the public input requirements of Section 373.453 (3).

Pursuant to Section 373.453(3) District staff are requesting the Governing Board authorize submittal of the draft Tampa Bay SWIM Plan to the FDEP, FFWCC, FDACS and appropriate local governments for their review and comment. At the end of this 45-day review period, District staff will consider the comments and incorporate them as appropriate. A final Tampa Bay SWIM Plan will be provided at a subsequent Governing Board meeting for final approval. The draft Tampa Bay SWIM Plan can be viewed online at www.swfwmd.state.fl.us/projects/swim/tampa-bay.

Staff Recommendation:

Authorize staff to submit the draft Tampa Bay SWIM Plan to the agencies and appropriate local governments in accordance with Section 373.453, F.S.

Presenter:

Vivianna Bendixson, SWIM Manager, Natural Systems & Restoration

**5. Operations,
Lands & Resource
Monitoring**

Governing Board Meeting
July 25, 2023

5. OPERATIONS, LANDS, AND RESOURCE MONITORING COMMITTEE

5.1 **Discussion:** Information Item: Consent Item(s) Moved to Discussion 88

5.2 **Discussion:** Action Item: Purchase and Sale Agreement – Jordan Ranch/Two-Mile
Prairie Project, SWF Parcel No. 19-707-109 89

OPERATIONS, LANDS, AND RESOURCE MONITORING COMMITTEE

July 25, 2023

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

Staff Recommendation:

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

Presenter:

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

OPERATIONS, LANDS, AND RESOURCE MONITORING COMMITTEE**July 25, 2023****Discussion: Action Item: Purchase and Sale Agreement – Jordan Ranch/Two-Mile Prairie Project, SWF Parcel No. 19-707-109***Purpose*

The purpose of this item is to request Governing Board approval of a purchase and sale agreement for the fee simple acquisition of approximately 191 acres within the Two-Mile Prairie Project, SWF Parcel No. 19-707-109 (Jordan Ranch), which is adjacent to District-owned Two-Mile Prairie State Forest in Citrus County and near the Withlacoochee River. Exhibits 1 and 2 attached hereto are general location and site maps, respectively. A draft Purchase and Sale Agreement is also attached as Exhibit 3. An executed Purchase and Sale Agreement will be provided prior to the Governing Board meeting.

Background/History

Jordan Ranch is situated in Northeast Citrus County and is within 1,000 feet of the Withlacoochee River. The Jordan Ranch is in the District's Florida Forever Plan. This acquisition is consistent with the Florida Forever Act, Section 259.105, Florida Statutes, and the District's Florida Forever Work Plan. The Jordan Ranch meets all four of the District's AOR's for Water Supply, Water Quality, Natural Systems, and Flood Protection, is contiguous to District-owned Two-Mile Prairie State Forest and lies mostly within the Florida Wildlife Corridor. This property was offered to the District by The Trust for Public Land (TPL), which currently holds an option contract for purchase with the Jordan Family. The District and TPL have worked together to perform due diligence and negotiate with the Jordans. Upon closing between the Jordans and TPL, the District and TPL will hold a closing and the District will take fee ownership of the property.

Property Description

The Jordan Ranch is comprised of approximately 191 acres, 45 percent of which are wetlands. Existing adjoining District ownership is directly to the west. The property includes improved pasture, which is currently occupied by cattle, xeric hammock, pine flatwoods, freshwater marshes, and wetlands. It should be noted that the property is in exceptional condition regarding the lack of invasive plants, especially species associated with cattle. The Jordan family currently utilizes the property for personal recreation purposes and for family events.

The entire property is within unincorporated Citrus County along SR 200 and the majority is zoned Low Intensity Coastal and Lakes District – Mobile Home Allowed (CL+ MH) by Citrus County Planning Department. This property has a Future Land Use of Low Intensity Coastal Lakes (CL), General Commercial (GNC), Transport/Communications/Utilities (TCU) and Conservation.

The Jordan Ranch Property is served by electric and telephone service; however, it is not serviced by central water or sewer and as such would need to utilize a private well and septic system. Based on FEMA mapping, the appraisal reports indicated approximately 75% of the property to be in flood zone AE, within the 100-year floodplain and a 1 percent annual chance of flooding. The remainder of the property is in flood zones X with 0.2 percent annual chance of flood hazard.

Easements

The Property is subject to a 420-foot-wide easement for overhead electrical transmission lines, which

encumber approximately 8 acres of the subject tract; a perpetual easement for communications tower being 10,000 square feet in size along with an easement for access/utilities to the site; and two ground leases for outdoor advertising signs along SR 200 road frontage, both of which are reportedly on month-to-month agreements and would transfer with the title.

Connectivity

The western boundary of Jordan Ranch adjoins Two-Mile Prairie State Forest which is in existing District ownership and managed by the Florida Forest Service (FFS). FFS would incorporate Jordan Ranch into their management under an amendment to the existing agreement.

Areas of Responsibility

Jordan Ranch meets all four of the District's Areas of Responsibility (AORs), three of them in substantial percentages: water quality (100%), water supply (100%), and flood protection (77%) and to a lesser extent, natural systems (62%). A map indicating the AOR areas is attached as Exhibit 4.

Natural Systems/Benefits

The acquisition of Jordan Ranch would provide enhanced protection of certain natural systems, including wetlands and uplands with well-drained soils that contribute to aquifer recharge. Additionally, Jordan Ranch falls almost entirely within the Florida Wildlife Corridor identified within the Nature Coast Critical Linkages. A map indicating the Property's location within the Florida Wildlife Corridor is attached as Exhibit 5.

Appraisals

In accordance with District Policy and Section 373.139, Florida Statutes, for property that is estimated to have a value greater than \$1,000,000, two appraisals were obtained. The reports were prepared by Steven Albright MAI and Nicholas Mancuso MAI. The reports have a date of valuation of January 23 and March 20, 2023, respectively. The appraisals have been independently reviewed by Joseph S. String, MAI. The appraisals were determined to meet the necessary legal and District requirements and contain enough factual data to support the value conclusions.

Highest and Best Use – The highest and best use for the Jordan Ranch, as determined by the appraisers based on the physically possible, legally permissible, and financially feasible uses, would be for recreation and/or agricultural use with potential for development as very low-density residential use in conformance with the zoning and future land use classifications.

Valuation

The appraisers applied the Sales Comparison Approach (Market Approach) to determine the value of the Jordan Ranch. The appraisers relied on recent sales of comparable property in Citrus, Levy, Marion, and Sumter Counties. A total of six comparable sales, five by Albright and four by Mancuso, were considered with three duplicated between the appraisers. The transactions all occurred between December 2021 and September 2022.

The comparable sales were chosen to reflect the full range of value based on their physical characteristics and highest and best use. The appraisers developed a value by applying quantitative and qualitative adjustments to the comparable sales considering the differences in physical characteristics including wetlands, location, size, land use, and zoning entitlements. The appraisers' value estimates are based on the current market for similar parcels and the subject's gross acreage.

The following are the comparable sales from both the respective appraisal reports. The comparable sales utilized in the appraisal are summarized as follows:

COMPARABLE ACREAGE SALES

| Comparable Sales | Sale Date | County | Gross Acres | Gross Acre Value |
|-------------------------|------------------|---------------|--------------------|-------------------------|
| Comp. Sale | 12/2021 | Citrus | 198.40 | \$8,821 |
| Comp. Sale | 12/2021 | Citrus | 319.76 | \$9,382 |
| Comp. Sale | 05/2022 | Levy | 447.00 | \$6,897 |
| Comp. Sale | 06/2022 | Marion | 142.00 | \$8,380 |
| Comp. Sale | 08/2022 | Citrus | 132.05 | \$7,004 |
| Comp. Sale | 09/2022 | Sumter | 314.95 | \$7,938 |

The appraisers considered the value of the interest to be acquired and the location of the property subject to its physical conditions and the zoning/land use designation at the time of valuation. The appraised values are summarized as follows:

APPRAISAL VALUE SUMMARY

| | Gross Acres | Fee Value | Value Per Gross Acre |
|-----------------|--------------------|------------------|-----------------------------|
| Steven Albright | 191 | \$1,566,000 | \$8,200 |
| Nick Mancuso | 191 | \$1,575,000 | \$8,246 |

Analysis

The comparable sales utilized in both appraisals to determine the value of the property have a range of indications. The sales prices were influenced by their locations and other physical attributes including uplands and encumbrances. Between the two appraisals there are six different comparable indications utilized for the acreage of the property. The appraisers concluded an overall value for the property between the distinct parcels to be between approximately \$8,200 per gross acre and \$8,246 per gross acre, or between \$1,566,000 and \$1,575,000.

The Albright appraisal was obtained by TPL while the Mancuso appraisal and review were obtained by the District. Both are well supported with a tight range of value between the low and high indications. If the purchase is approved by the Governing Board, the District would close on the sale of the property with TPL immediately after the closing between TPL and the current landowner (Jordan).

Negotiated Transaction

The following is a summary of the terms negotiated between the District and Trust for Public Land, the Purchase and Sale Agreement is attached as Exhibit 3.

- The District will assume the expense of the title commitment, title insurance, environmental site assessment, one appraisal and appraisal review. The District will also utilize one appraisal provided by Trust for Public Land.
- The purchase is based on the accepted offer of \$8,000 per acre for 191 acres, with a total purchase price of \$1,528,000, which is below the low appraised value.
- The total purchase price will be increased or decreased by \$8,000 per acre for every acre of land more or less than 191 acres subject to the boundary survey.

- The completion of a boundary survey acceptable to the District, the cost of which will be reimbursed to the seller by the District
- The Seller will be responsible for payment of all recording fees including documentary stamps.
- Closing shall be consummated within 180 days.
- Closing is subject to acceptable title.
- Closing is subject to an acceptable environmental site assessment.

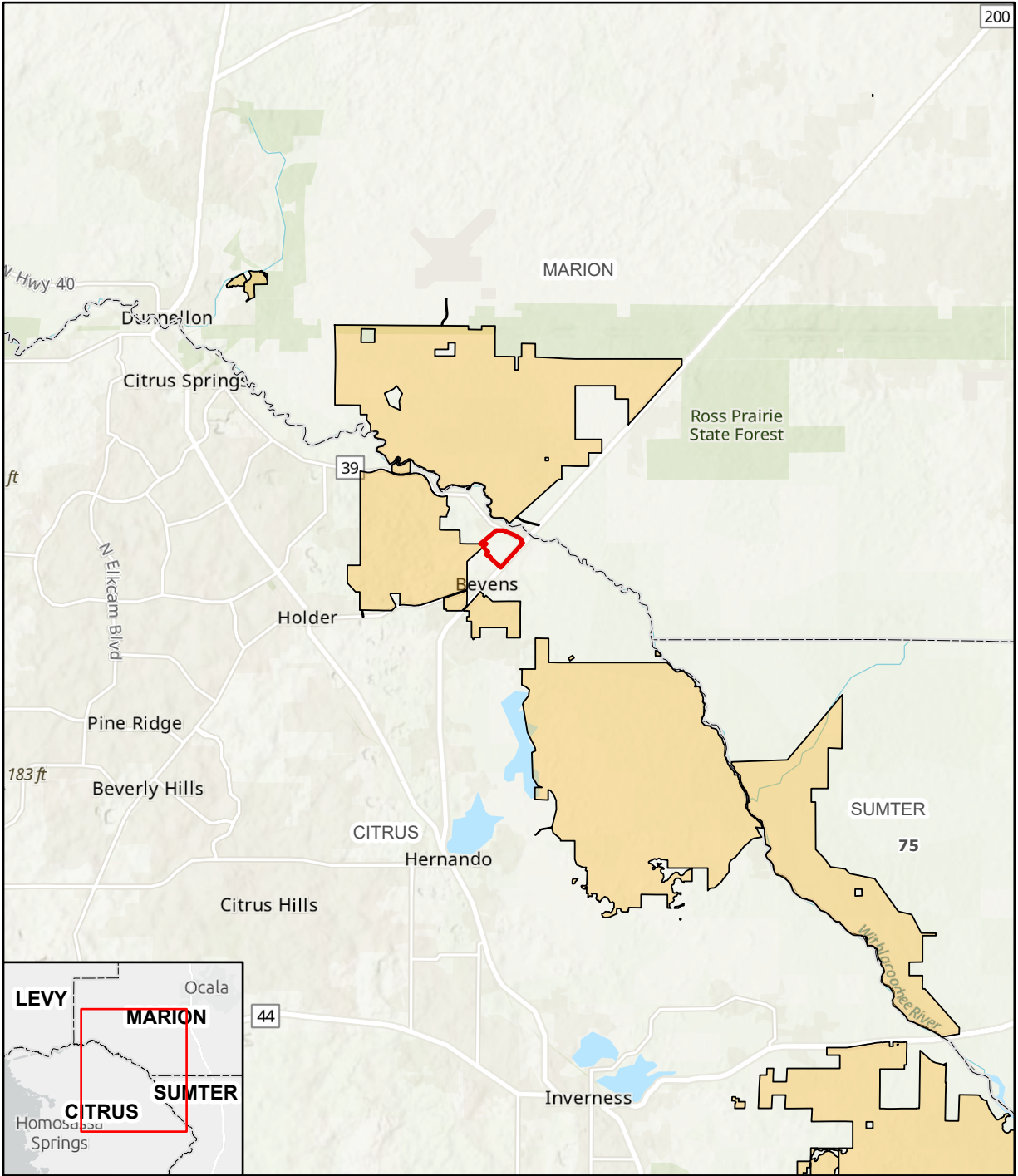
Staff Recommendation:

- Accept the appraisals;
- Approve the Purchase and Sale Agreement and authorize the Executive Director or designee to sign on the behalf of the District;
- Designate SWF Parcel No. 19-707-109 as having been acquired for conservation purposes;
- Authorize staff to make minor changes or corrections to conform documents or correct errors; any substantive changes will be subject to Governing Board review and approval;
- Authorize staff to execute any other documents necessary to complete the transaction in accordance with the approved terms; and
- Approval to encumber and roll the funds for payment in the following year, in the event the closing does not occur before the end of the current fiscal year.

Presenter:

Ellen Morrison, Bureau Chief, Land Resources

Exhibit 1- Location Map
Jordan Ranch SWF Parcel No. 19-707-109



Marion County Property Appraiser, FDEP, Esri, HERE, Garmin, SafeGraph, METI/NASA, USGS, EPA, NPS, USDA, Marion County Property Appraiser, FDEP, Esri, HERE, Garmin, FAO, NOAA, USGS, EPA, NPS, Esri, CGIAR, USGS

- District Owned Lands Fee Simple
- Jordan Ranch Property (SWF Parcel No. 19-707-109)

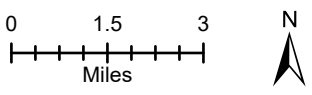
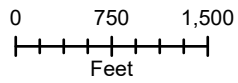


Exhibit 2- Site Map
Jordan Ranch SWF Parcel No. 19-707-109



State of Florida, Maxar, Esri Community Maps Contributors, Marion County Property Appraiser, FDEP, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA

- District Owned Lands Fee Simple
- Jordan Ranch Property (SWF Parcel No. 19-707-109)



Southwest Florida
 Water Management District

SWF Parcel No. 19-707-109
Approved by Attorney: CT
Parcel I.D. No(s). 2825502

PURCHASE/SALE AGREEMENT

This Agreement, made and entered into by and between The Trust for Public Land, a California non-profit corporation, having a mailing address of 306 North Monroe Street, Tallahassee, Florida 32301, hereinafter referred to as "Seller", and the Southwest Florida Water Management District, a public corporation, having an address of 2379 Broad Street, Brooksville, Florida 34604-6899, hereinafter referred to as "Buyer" or "District."

WITNESSETH:

WHEREAS, Seller has a binding Option Agreement on certain real property located in Sections 30, Township 17 South, Range 19 East in Citrus County, Florida, herein after referred to as the "Property" and is not presently the owner; and

WHEREAS, Buyer desires to acquire the Property as part of the District's authorized project known as the Two Mile Prairie State Forest Project.

NOW THEREFORE, in consideration of ten dollars and no cents (\$10.00) paid by Buyer to Seller and the mutual covenants contained herein, together with other good and valuable consideration, the receipt of which is acknowledged, Seller hereby agrees to sell to Buyer, and Buyer hereby agrees to purchase from Seller, the Property, upon the following terms and conditions:

- 1. PROPERTY** The Property that is the subject of this Agreement is more specifically described in Exhibit "A" attached hereto and incorporated herein by reference.
- 2. EFFECTIVE DATE** If this Agreement is not executed by Seller on or before September 25, 2023, Buyer's offer contained in this Agreement is withdrawn and is thereafter null and void. The date of this Agreement ("Effective Date") will be on the day and year the last of the Parties has signed below.
- 3. CONTINGENCIES** This Agreement is subject to approval by the District's Governing Board. If the District's Governing Board does not approve this Agreement and all the terms and conditions hereof, Buyer will notify Seller thereof in writing and this Agreement will be null and void and all rights and liabilities arising hereunder will terminate. Buyer acknowledges that Seller's obligation hereunder to convey title to the Property to Buyer is contingent upon Seller acquiring marketable fee simple title to the Property from the current owner. If Seller does not acquire said marketable fee simple title, then this Agreement will be null and void and all rights and liabilities arising hereunder will terminate.

4. **PURCHASE PRICE** The total purchase price will be Eight Thousand dollars and no/100 cents (\$8,000.00) per acre, for approximately 191 acres of land, for a total purchase price of One Million Five Hundred Twenty Eight Thousand dollars and no/100 cents (\$1,528,000.00) payable in cash by Buyer to Seller; provided, however, that the total purchase price will be increased or decreased by Eight Thousand dollars and no/100 cents (\$8,000.00) per acre for every acre or portion of acre of land more or less than 191 acres as determined by the survey provided for in paragraph number 10 of this agreement.

5. **TITLE** Seller will deliver to Buyer, at the closing, marketable title to the Property free and clear of all leases, liens, mortgages, outstanding mineral interests and other encumbrances not acceptable to Buyer. The Buyer, at its expense, will obtain a title insurance policy, insuring Buyer's title to the Property in the full amount of the purchase price of the Property upon closing the transaction. If the Buyer finds the title to be unmarketable, or if Buyer cannot obtain a commitment for a title insurance policy on fee simple title, Buyer will notify Seller in writing prior to the date set for the closing, specifying the defects which exist with respect to the title of the Property, and Seller will have ninety (90) days after receipt of such written notice within which to cure such defects in title to the reasonable satisfaction of Buyer, Buyer's attorney, or Buyer's title insurance company, and this sale will be closed within thirty (30) days after Seller cures such defects and receipt of written notice thereof to Buyer or Buyer's attorney. In the event Seller fails to cure such defects, of which written notice has been given by Buyer, within the time provided herein, Buyer may terminate this Agreement and all rights and liabilities arising hereunder or may close the sale in the same manner as if no such defect had been found.

6. **A. ENVIRONMENTAL** The Buyer, at its expense, will obtain a Phase 1 Environmental Site Assessment (ESA). The ESA shall address the entirety of the Property and be conducted in accordance with the requirements in Exhibit "B" attached hereto and incorporated herein by reference. The ESA shall be obtained within sixty (60) days after approval of this Agreement by District's Governing Board or not less than thirty (30) days before the closing, whichever occurs first. This requirement is to include instructions to the firm that both Seller and Buyer are to be considered as clients for the Phase 1 ESA. If the results of the Phase 1 ESA are unsatisfactory to the Buyer, Buyer may terminate this Agreement within fifteen (15) days after its receipt of the Phase 1 ESA by providing written notice of such termination to Seller. If the Phase 1 ESA indicates that a Phase 2 ESA or other investigations should be conducted, Seller may, at its expense, conduct a Phase 2 ESA. If the Seller does not conduct a Phase 2 ESA and cure any resulting problems within ninety (90) days from publication of the Phase 1 report, then Buyer may terminate this Agreement. Buyer may terminate this Agreement if Buyer determines in its sole discretion the extent of any remedial action is excessive. In order to accommodate the environmental consultant, Seller will provide reasonable access onto the Property, including access to the interior of any structures located on the Property.

B. If at any time between execution hereof and the closing Buyer determines in its sole discretion that there are hazardous materials, wastes or substances, toxic wastes or substances, pollutants or contaminants, including but not limited to those as

defined by the Comprehensive Environmental Resource Compensation and Liability Act, 42 U.S.C. Section 9601 et. seq., as amended by the Superfund Amendments and Reauthorization Act of 1986, the Resource Conservation and Recovery Act, 42 U.S.C. Section 6901 et. seq., or by any Florida Statute defining hazardous materials, wastes or substances, toxic wastes or substances, pollutants or contaminants (hereinafter collectively referred to as "Contaminants") on the Property, Buyer may terminate this Agreement and all rights and liabilities arising hereunder or may close the sale in the same manner as if no Contaminants had been found.

C. Seller warrants and represents to Buyer that it has not been in possession of the land and therefore, it is not aware of any Contaminants as defined herein deposited, located, placed or released on the Property.

D. If after closing Buyer discovers that Contaminants were deposited, located, placed or released on the Property prior to closing, Seller will indemnify and hold Buyer harmless from and against any and all losses, damages, fines, charges, claims, costs, penalties, assessments, expenses, fees, including consultants' fees, attorneys' fees, legal assistants' fees and costs, liabilities (including strict liability), or third party claims (collectively hereinafter the "Costs") that are asserted, levied, assessed, entered into or charged to or against Buyer by any person, entity, agency, organization or body or against the Property in connection with the release, discharge, presence of or cleaning up, removing, disposing or otherwise eliminating any Contaminants. Buyer may require Seller, at Seller's expense, to remove such Contaminants from the Property and take any remedial or other action required by any local, state or federal agency.

E. In the event there is any trash or junk material on the Property, Seller will be required to remove all such trash and junk material at its sole expense up to \$10,000 prior to the closing. Buyer will notify Seller in writing of the existence of such trash and junk material on the Property and will make a final inspection upon notification by Seller that all trash and junk material has been removed from the Property prior to closing. Trash or junk material for the purposes of this Agreement includes, but is not limited to, abandoned automobiles, abandoned appliances, abandoned above or below ground storage tanks, metallic wastes, residential rubbish, farm equipment, deteriorated fence materials, dilapidated mobile homes, sheds, machinery, construction material or any other materials unacceptable to Buyer.

7. CLOSING Subject to the curative periods provided in paragraphs 5 and 6, the sale will be closed and the deed delivered to Buyer on or before January 21, 2024, unless extended by mutual agreement of the Parties in writing, and Seller will deliver exclusive occupancy and possession of the Property to Buyer on or before the date of closing. The Closing shall be held at a location, date, and time selected by the Buyer and reasonably acceptable to the Seller. During the period from the Seller's execution of this Agreement until Seller surrenders exclusive occupancy and possession of the Property to Buyer, neither Seller nor anyone under Seller's control or direction will commit or allow to be committed any act which diminishes the value of the Property.

8. TAXES AND ASSESSMENTS Taxes and assessments on the Property will be prorated through the date of closing. The proceeds will be increased or decreased as may be required by the proration of said items. If the amount of taxes and assessments for the year in which the closing occurs cannot be ascertained, rates, millages and assessed valuations of the previous year, with known changes, will be used, with allowance for homestead or other exemptions if allowed for either year. It is understood and agreed to by the Parties that Seller is responsible for all prorated assessments and taxes that are, in fact more than the estimate that is based on valuation of previous years, and such will be promptly paid by Seller to Buyer. All real estate taxes and assessments which are, or which may become a lien against the Property will be satisfied by Seller at closing. In the event Buyer acquires fee title to the Property between January 1 and November 1, Seller will, in accordance with Section 196.295, F.S., place in escrow with the County Tax Collector an amount equal to the current taxes prorated to the date of closing. In the event Buyer acquires fee title to the Property on or after November 1, Seller will pay to the County Tax Collector an amount equal to the taxes that are determined to be legally due and payable by the County Tax Collector.

9. DEED Upon payment of the purchase price as provided in paragraph 4, Seller will convey fee simple title to the Property to Buyer or its assigns by Warranty Deed free and clear of all leases, liens, mortgages and other encumbrances not acceptable to Buyer except taxes for the year in which the closing occurs. The documentary stamp tax on the deed and costs for recording the deed will be paid by Buyer.

10. SURVEY Prior to closing, a survey of the Property shall be obtained by Seller at the expense of the Seller and Buyer equally in accordance with the requirements in Exhibit "C", attached hereto and incorporated herein by reference. If the survey shows any encroachments on the Property or that the improvements located on the Property encroach on other lands, written notice thereof will be given to Seller, and Seller will have the same time to remove such encroachments as allowed under this Agreement for the curing of defects in title. If Seller does not remove or cure said encroachments within said time, Buyer, at its option, may terminate this Agreement and all rights and liabilities arising hereunder or may close the sale in the same manner as if no such defect had been found or may adjust the purchase price. Buyer agrees to reimburse Seller for its equal share of the cost of the Survey.

11. WELLS As a condition of closing, Seller will disclose the location of all wells on the Property being sold to Buyer, whether permitted or not. The purpose of this disclosure is to document well locations on the boundary survey of the Property and to allow inspections by the environmental consultant performing the Phase 1 ESA and District's well program staff. Seller, at its sole expense, agrees to bring all wells located on the Property into compliance with Chapter 40D-3, Florida Administrative Code (F.A.C.), and in accordance with District's established program for capping and plugging abandoned wells, before closing. This requirement includes all wells that do not meet current well construction standards.

13. RISK OF LOSS Seller will exercise all reasonable care and diligence to ensure

that the natural conditions of the subject Property are in the same condition on the date of closing as they were during initial District staff and appraisal inspection on June 9, 2023. If such conditions have been changed for any reason as of the date of closing, Buyer may elect to declare this Agreement null and void and all rights and liabilities hereunder will terminate.

14. ENCROACHMENTS AND ENCUMBRANCES After Seller's execution of this Agreement until Seller delivers exclusive occupancy and possession of the Property to Buyer, neither Seller nor anyone under Seller's control or direction will cause or allow any encroachments or encumbrances on the Property not existing on the date of Seller's execution hereof. At the closing, Seller will furnish Buyer with Seller's affidavit, stating that neither Seller nor anyone under Seller's control or direction have taken any action to encumber the Property or otherwise adversely affect the status of the title thereto between the date of Seller's execution of this Agreement and the closing and stating either that there have been no improvements made to the Property during the ninety (90) days immediately preceding the date of closing, or, if there have been any such improvements, that all contractors, materialmen, suppliers and potential lienors in connection with said improvements have been paid in full. If Seller is a corporation or other business entity, Seller will also furnish Buyer with Seller's Non-Foreign Corporate Affidavit at or before the closing as required by Section 1445(b)(2) of the United States Revenue Code, to relieve Buyer from withholding any income or capital gains taxes on the purchase price. Seller agrees to indemnify and hold Buyer harmless, for all fees and costs incurred including, but not limited to, any attorney's fees incurred by Buyer, as a result of any misrepresentations, omissions, or errors in Seller's Affidavits.

15. FEES/COMMISSIONS Buyer is not now, nor will they be liable to Seller or to Seller's agents or representatives for any commissions, costs, or fees arising from or for the sale of the Property to Buyer, and Seller will defend, indemnify and hold harmless Buyer, its agents, employees and officers from any and all actions, awards, causes, claims, damages, judgments, losses, payments, recoveries and suits therefore arising from or out of this Agreement. The parties acknowledge herein that there are no real estate sale commissions owed to any Broker or Agent as a result of this transaction.

16. DISCLOSURE Seller will comply with the disclosure requirements pursuant to Section 286.23, F.S., (real property conveyed to public agency; disclosure of beneficial interests), if applicable.

17. PROCEEDS At closing, the distribution of the purchase amount will be made by Buyer to the title company in the form of a check or wire transfer. Final distribution of Seller's proceeds will be made to Seller by the title company.

18. DISBURSEMENT It is understood and agreed to by the Parties that the funds for the purchase price may not be disbursed to Seller at the closing but may be held in escrow by Buyer's closing agent pending recording of the deed and recertification of title by Buyer's title insurance company showing no intervening encumbrances before the recording of the deed.

19. DEFAULT If either Buyer or Seller fails to perform this Agreement, either party, at its option, may bring suit for specific performance of this Agreement or for damages. In the event of such suit, the prevailing party will be entitled to recover its reasonable attorney's fees and costs of suit, including on appeal. This provision does not constitute a waiver of District's sovereign immunity under Section 768.28, F.S., or extend District's liability beyond the limits established in Section 768.28, F.S. Additionally, this provision shall not be construed to impose contractual liability on the District for underlying tort claims beyond the limits specified in Section 768.28, F.S.

20. OTHER AGREEMENTS No agreement or understanding, verbal or in writing, unless incorporated herein, will be binding upon the Parties.

21. BINDING EFFECT The covenants herein contained will bind, and the benefits and advantages hereof will inure to, the respective heirs, personal representatives, successors and assigns of the Parties hereto; whenever used herein, the singular will include the plural, the plural will include the singular, and the use of any gender will include the other.

22. SURVIVAL OF CONTRACT TERMS The terms and conditions of this Agreement will survive the closing of the sale of the Property.

23. NOTICE Any notice which must or may be given under this Agreement or by law will be in writing and will be deemed to have been given when delivered by personal delivery or when deposited in the United States mail, certified, return receipt requested, full postage prepaid to Buyer or to Seller or with electronic mail with recipient confirmation of receipt at the addresses set forth above for physical addresses and in the signature block for electronic mail addresses.

24. CONSTRUCTION Seller and Buyer acknowledge that each party and its counsel have reviewed and revised this Agreement and that the rule of construction to the effect that any ambiguities are to be resolved against the drafting party will not be employed in the interpretation of this Agreement.

25. INGRESS/EGRESS The Seller warrants and represents that there is legal ingress and egress to the Property.

26. HEADINGS The paragraph headings are inserted herein for convenience and reference only, and in no way define, limit, or otherwise describe the scope or intent of any provisions hereof.

27. WARRANTIES The Seller warrants that there are no facts known to the Seller materially affecting the value of the Property which are not readily observable by Buyer or which have not been disclosed to Buyer.

28. SEVERABILITY Should any section or any part of any section of this Agreement

be rendered void, invalid, or unenforceable by any court of law, for any reason, such determination will not render void, invalid or unenforceable any other section or any part of any section of this Agreement.

29. WAIVER No act of omission or commission of either party, including without limitation, any failure to exercise any right, remedy, or recourse, will be deemed to be a waiver, release, or modification of the same. Such a waiver, release, or modification is to be effected only through a written modification to this Agreement.

30. PUBLIC RECORDS All records and documents generated or received by the Parties in relation to this Agreement are subject to the Public Records Act, Chapter 119, F.S., except that appraiser reports, offers and counteroffers are confidential and exempt from the provisions of Section 119.07(1), F.S., until an option contract is executed, or if no option contract is executed, until 30 days before a contract or agreement for purchase is considered for approval by the District Governing Board pursuant to Section 373.139(3)(a), F.S.

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COPY

In Witness Whereof, the Parties and the lawful representatives of the Parties hereto have caused these presents to be executed in their respective names upon the day and year entered below their respective signatures.

Seller:

THE TRUST FOR PUBLIC LAND, a non-profit
California Corporation.

By: _____
Joy Leggett-Murphy, Legal Counsel

Date: _____

Buyer:

Southwest Florida Water Management District

Brian J. Armstrong
Executive Director

Date: _____

COPY

Exhibit "A"

Site Map

COPY

Exhibit A-Property Map
Jordan Ranch SWF Parcel No. 19-707-109



State of Florida, Maxar, Esri Community Maps Contributors, Marion County Property Appraiser, FDEP, Esri, HERE, Garmin, SafeGraph, GeoTechnologies, Inc, METI/NASA, USGS, EPA, NPS, US Census Bureau, USDA

- District Owned Lands Fee Simple
- Jordan Ranch Property (SWF Parcel No. 19-707-109)

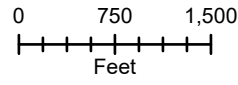


Exhibit "B"

Minimum Environmental Site Assessment Requirements

COPY

Exhibit "B"

**MINIMUM ENVIRONMENTAL SITE ASSESSMENT REQUIREMENTS
TO DETERMINE THE PRESENCE OF CONTAMINANTS**

SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT

The following is the minimum requirements for acceptance of an Environmental Site Assessment (ESA). This outline should not be construed as a limitation.

I. PURPOSE

The reports are obtained for the purpose of exercising due diligence in the acquisition of property by determining if there is a probability or the presence of hazardous materials, pollutants, contaminants, wastes or toxic wastes and substances that are designated pursuant to and/or regulated by any applicable federal, state, or local, laws, statutes, ordinances, rules, regulations or other governmental restrictions relating to, regulating or imposing liability or standards of conduct concerning environmental contaminants.

II. SCOPE OF WORK

The assessment is to be based on latest **American Society of Testing and Materials "ASTM" Standard Practice** E 1527, E 1528 or E 2247 depending on the type and size of the property. ***The report shall contain all contracts associated with this environmental site assessment. The contractor shall investigate all environmental issues inclusive of but not limited to CERCLA. The Southwest Florida Water Management District's (District) use is not limited to CERCLA and this report should include surface water issues, wastewater issues, solid waste issues, air pollution issues, and any other environmental issues that might be related to the use of the property as a public land.*** The report will be prepared by qualified professionals who will follow the aforementioned standard practices and any applicable standards set forth by any local, State, and/or Federal governments and/or agencies. In addition to the aforementioned requirements, the contractor shall incorporate following requirements:

- A. Search available public and private records for prior ownership including "Recorded Land Title Records" and use including investigation of occupational licenses, professional licenses and permits of the property from the present back to 1940 or the first recorded ownership and/or use, whichever is earlier. These sources cannot be the only historical sources consulted. At least one additional standard historical source, per ASTM standard practice must also be consulted.

- B. When investigations include the use of an ASTM E 1528 Transaction Screen Questionnaire, personal interviews with prior owners, prior tenants and their employees, and neighboring landowners must be attempted. This questionnaire and results shall be included in the report.
- C. Review of current and historical aerial photographs of the property for an evaluation of prior uses of the property from the present back to the first aerial photographic records, if available. This resource is not to be used as an additional source to fulfill requirements described in paragraph - II. A.
- D. Review United States Geological Surveys and topographic maps, Natural Resource Conservation Service soil surveys, and Sanborn Fire Insurance Maps, if applicable, to identify the general topography, ground water characteristics and historic use of the property.
- E. If possible, determine if a prior environmental audit or assessment has been done; and, if so, what it disclosed.
- F. Property investigation requirements:
 - 1. The site assessor, with compass or other means, will traverse the property in a manner that assures uniform coverage so that the entire property is viewed. The density of the traverses may vary according to the vegetation type. A map must be constructed showing the location of each traverse used to note the location of any condition described in paragraphs 2 and 3 of this section.
 - 2. The site assessor must make note of and examine any debris, mounds, stressed vegetation, unusual land colorations, odors, physical irregularities or similar features or deposits that may indicate old dump or contaminant sites. Other areas that will require careful examination are sinkholes, ravines, rights-of-way, edges of the fields and watercourses.
 - 3. Any dump or contaminant sites discovered should be noted on the traverse map, numbered and described briefly. For example, cans, barrels, garbage pits, storage tanks, machinery and similar materials associated with each site should be rated as to the degree of concern for contaminants. The site assessor will inspect the interior of any structure on the property for all the above.

III. ENVIRONMENTAL REPORT

The written report, submitted with four copies, must be signed, sealed and dated by a professional engineer (P.E.) or professional geologist (P.G.). A statement of the qualification(s) of all professional personnel involved in the preparation of the ESA, including the site assessor, must be included in the report. The report should include a summation of all parties contacted and all work performed. The report should describe observations and finds and list any dump or contaminant sites on the traverse map. The report must have color photographs including all sites depicted on the traverse map. At any stage of the assessment where potential contamination is discovered, notification should be provided to the contracting party. A recommendation for additional investigation (Phase II ESA) must be accompanied by a cost estimate. Specific authorization must be obtained before proceeding with any services beyond those provided for in this scope of services.

Each ESA report shall include a copy of these requirements in the addenda and conform to the presentation form

COPY

Exhibit "C"

Minimum Boundary Survey Requirements

COPY

Exhibit C

Southwest Florida Water Management District Requirements for Boundary Surveys

Scope of Work

- ❑ All interior improvements must be shown (including wells, septic tanks, interior fencing, gates, and utilities). Visible evidence of underground installations or apparent cross rights uses will be located and noted.
- ❑ The survey will be certified to the 1) Southwest Florida Water Management District, 2) current owners, 3) Title Insurance agency and 4) Title Insurance underwriter.
- ❑ The following certification will appear on the survey map:

THIS _____ SURVEY IS CERTIFIED TO THE SOUTHWEST FLORIDA WATER MANAGEMENT DISTRICT AS MEETING OR EXCEEDING, IN QUALITY AND PRECISION, THE STANDARDS OF PRACTICE APPLICABLE FOR THIS WORK, AS SET FORTH IN CHAPTER 5J-17, FLORIDA ADMINISTRATIVE CODE PURSUANT TO CHAPTER 472 OF THE FLORIDA STATUTES.

- ❑ Title Commitment exceptions must be addressed on the survey (*see Mapping section below*).
- ❑ The survey will be based on the Florida State Plane Coordinate System (West Zone), North American Datum of 1983/Current Adjustment. Distances shown on the drawing and reported within any legal description created for this task work assignment will be converted to ground using an average scale factor.
- ❑ When applicable, the existence of Sovereign Boundaries will be determined by coordinating with the Bureau of Survey and Mapping, Florida Department of Environmental Protection. The demarcation will be a part of this scope.
- ❑ Show all Federal Emergency Management Agency (FEMA) Flood Zones and/or Floodways. Search FEMA and local community for letter of map amendment (LOMA) and/or letter of map revision (LOMR) and show changes, if any. Reference Community Panel(s) and dates.

When the lands being surveyed, or any portion thereof, are described as being a portion of a PLSS Section, Eight (8) controlling corners for each section described will be recovered and shown on the map of survey. If current corner and accessories are substantially different new Certified Corner Records are to be submitted to FDEP and copies provided as a deliverable for this task work assignment. In some instances, all 8 controlling corners may not need to be surveyed, this can be negotiated on a case by case basis with a District PSM after the request for scope and fee is made. Mapping

- ❑ Drawing size will be 24" x 36" drawn at an appropriate scale for the details being shown (for large areas, preferred scale 1"=200' or larger, e.g. 1"=100'). If multiple sheets are used, sheet one of the set will be the key sheet, which will show the entire boundary of the parcel, street names and linework for the improvements and easements. Each subsequent sheet in the set will show the adjoining sheet number at the edge of the parcel, where applicable. All sheets will contain details, as needed, for clarity of improvements or encroachments.
- ❑ The following information will be prominently displayed in drawing title block, together with

**Southwest Florida Water Management District
Requirements for Boundary Surveys**

the District's logo:

| | |
|--|--|
| <p><i>Southwest Florida Water Management District</i></p> <p><i>Survey Section</i></p> <p><i>2379 Broad Street U.S. Hwy. 41 South</i></p> <p><i>Brooksville, Fl. 34604</i></p> <p><i>(352) 796-7211 (800) 423-1476</i></p> | <p><i>Basin Name: (e.g. Green Swamp)</i></p> <p><i>Project Name: xxxxxxxxxxxxxxxxxxxxxx</i></p> <p><i>Parcel Number: (e.g. 10-100-100)</i></p> <p><i>Parcel Name: xxxxxxxxxxxxxxxxxxxxxx</i></p> |
|--|--|

- Drawing orientation will have north to the top of the sheet (preferred) or to the right.
- A coordinate table, listing state plane coordinates for all property corners and Section corners recovered or set, will be shown.
- "Surveyor's Notes:" will be required on the drawing. This section will include a statement regarding the datum and accuracy of horizontal coordinates shown, together with the average scale factor used. The scaled around point (centroid) used for the conversion to ground distances will be noted; accuracy of located features will be noted, any items the surveyor of record feels needs to be reported about the survey will be noted in this section in a numbered paragraph(s) format.
- When north is rotated to the right on a sheet, all annotation will be oriented to read normally when the user views the map with north towards the top of the page.
- The legal description of the survey will be shown with a header of "Legal Description".
- List area in acres to the hundredth (e.g.123.45 acres) and label within the parcel boundaries and below the legal description.
- Prominently label the parcel number within the boundaries of the parcel.
- When listing area in acres, do not state "more or less" except when combining with square footage (e.g. Containing 97,123 square feet or 2.23 acres more or less).
- List the title exceptions under Survey Notes:

Easements listed as items X, X, X, etc. under Schedule B – Section 2 of (Title Insurance Company Name)'s commitment number: XXXXXX (and if applicable) reference number XXXXXX effective date: XXXXXX XX, XXXX at XX:XX (a.m./p.m.) have been shown or noted hereon.
- Drawing No. XX-XXX-XXX (xx-xxx-xxx = parcel number) will be placed outside the bottom border on the right side.
- Any line or curve tables will be labeled and numbered in ascending order.
- Do not show owner(s) names or tax parcel identifiers from the property appraiser's data.

Southwest Florida Water Management District Requirements for Boundary Surveys

- ❑ When multiple sheets are used, the FEMA flood zone boundaries will be shown only in the last sheet of the set. This sheet will depict the entire parcel boundary, show sufficient features for orientation and be drawn at a reasonable scale.
- ❑ Only applicable items and/or abbreviations will be shown in the legend.
- ❑ A simple line diagram, vicinity or location map is required and will show the subject survey relative to clearly labeled major roadways. Do not copy in or externally reference other map sources i.e. aerial photography, scanned maps, web services.
- ❑ Drawing date (drawing started) will appear in the title box.
- ❑ No revision date will appear unless signed and sealed prints have previously been issued.
- ❑ Each sheet that depicts the survey boundaries will show the applicable Section(s), Township(s) and Range(s) and County(s) inside the upper right border.
- ❑ List geodetic control stations in notes (minimum of two), include designation and P.I.D.
- ❑ All monumentation recovered outside the boundaries of the subject survey that was included in the analysis and resolution of the survey will be shown and dimensioned.

CAD Standards

- ❑ CAD file name will normally be the District parcel number (i.e. XX-XXX-XXX.dwg).
- ❑ Save file in 2007 or newer format.
- ❑ CAD file will be purged (*see note below*), layer set to 0, left in appropriate space for plotting (model or paper) and zoomed extents.
- ❑ The CAD file will be delivered referenced to NAD 83 (2011) Florida West Zone. Distance labels will be ground distances and not grid.
- ❑ Any custom fonts, shapes, line types, plot style tables, hatching will be provided. (*Using eTransmit can assist with identifying custom files.*)
- ❑ CAD file will contain No annotative objects, if annotative objects were created as a part of normal work flow then the “flatten” command will be utilized to remove such formatting.
- ❑ If multiple sheets are needed, use of paper space is required.
- ❑ CAD file will have all external references removed. (*Use the XREF command to confirm.*)
- ❑ No entities will be contained in layer 0, which color will be white and linetype continuous.
- ❑ Layers will be set to the proper state for plotting.

Southwest Florida Water Management District Requirements for Boundary Surveys

- ❑ All entities will be created By-Layer, e.g. color, linetype or lineweight.
- ❑ Do not utilize aerial images as background or an overlay.
- ❑ Provide a layer named “SWFWMD-Boundary” containing a closed polyline of the subject survey. This layer should be frozen and not printed.
- ❑ Provide a separate layer named “SWFWMD-Easement-ORBXXXXX-PGXX” containing a closed polyline for each easement listed in the title commitment exceptions. This layer should be frozen and not printed.
- ❑ All entities will be separated into appropriate layers. Using the Layer Properties Manager, add a Description for any abbreviated layer names that may not be easily understood.
- ❑ The body of the legal description, including the caption, but not the header, will be an mtext entity.

Note: It has been discovered that the table style “Legend” that also has a text style “Legend” associated with it cannot be purged, even if there are no entities in the drawing. This is a bug in Version 2009 and prior versions of AutoCAD.

Solution: Execute the Rename command and rename table style “Legend” to another name. It will then allow you to purge the table style and text style “Legend”.

Initial Deliverables

This is not a preliminary or in progress submittal, it should be complete and ready to seal.

- ❑ A PDF plot of the survey printed at the same size as the hard copy (filename: **Drawing No. XX-XXX-XXX.pdf**, where XX-XXX-XXX is the parcel number)
- ❑ Provide an AutoCAD drawing file of the survey (filename: **XX-XXX-XXX.DWG**, where XX-XXX-XXX is the parcel number. The date of this file will not be later than the PDF plot).
- ❑ A zip file containing all custom font, line types, plot styles, color tables, etc. (filename: **CAD Support Files.zip**, this will not contain the DWG file).
- ❑ Pictures of all boundary markers, control, encroachments, and general site conditions will be provided. (filename: **Site Photos.pdf**)
- ❑ Provide copies of all field notes scanned into PDF format. The beginning page of notes will list the company name, address and telephone number. All pages will contain field book-page numbers and identify the crew persons and dates of work (filename: **Field Notes.pdf**).
- ❑ Provide all supporting computations and analysis of measurements including:
 - Adjustment, translation, rotation, balancing, etc; use bookmarks to organize and annotate to allow for review (filename: **Analysis.pdf**).
 - Export all Data Collection, e.g. conventional, GPS, leveling to an ASCII file format (filename: **(type of) Data Collection.txt**).

Southwest Florida Water Management District Requirements for Boundary Surveys

- NGS Control Datasheets – minimum of two (filename: **Source Control.pdf**)

Note: The Source Control.pdf will contain the horizontal and vertical data sheets separated by bookmarked categories. If the NGS station(s) is both horizontal and vertical it would be under its own bookmark category.

For example: Horizontal
XXXXXXXX XXXX, [PID Designation]

Vertical
XXXXXXXX XXXX, [PID Designation]

Horizontal-Vertical
XXXXXXXX XXXX, [PID Designation]

Note: Compile these data in a zip file (filename: **Computations.zip**).

- Copies of any reference maps will be provided in PDF format:
 - Right-of-Way including maintained, proposed or existing (filename: **Name of Road – County – Type.pdf**)
 - Surveys by others (filename: **Surveys by Others.pdf** - if more than one include in same PDF with bookmarks)
 - FEMA Flood Map (filename: **FEMA Flood Map - community panel number.pdf**)
 - Existing/New Certified Corner Records (filename: **CCR – Sec-Twp-RGE-Cor.pdf**)

Note: These data will be compiled in zip file (filename: **Reference Data.zip**).

- When the question or establishment of mean high water, safe upland elevation or ordinary high water lines is required, a scanned copy of the signed letter from DEP will be provided in PDF format (filename: **DEP Sovereign Letter.pdf**).

Initial deliverables will be provided in one zip file named with your company initials and current date with no spaces e.g. YCI_03-17-10.zip. If the size of the zip file is below 20MB, send it as an email attachment. If it is above 20MB the following link is for the District Sharefile account, you can drag and drop the “zip” file there, after posting to Sharefile an email stating that the file has been uploaded to the District sharefile account shall be sent, stating the name of the file.

ShareFile Link: <https://watermatters.sharefile.com/share/upload/recf05e329a9421eb>

PDF Format Requirements

- Edit the PDF and rotate pages for reading or viewing (Use the Rotate command in the Pages tab).
- When scanning field book pages position in the same orientation and location.
- Convert bit-mapped images (e.g. site photos) to PDF and reduce to letter size.

**Southwest Florida Water Management District
Requirements for Boundary Surveys**

- Combine same types of documents into one PDF and create bookmarks for each type. *(For example Field Notes from different books or types of data collected. Also computations from different sources or types i.e. closures, GPS processing, adjustments. Site photos of different locations.)*
- Use the optimize function to reduce the size of large PDF files, when scanning documents to PDF format do not use a resolution greater than 300 dpi.

Final Deliverables

Resubmit any initial deliverable files that required changes.

- ❑ Provide six (6) signed-sealed prints of the final boundary survey.
- ❑ If a separate Surveyor’s Report is provided, after signing and sealing, the document will be scanned into PDF format and named *(filename: **Survey Report.pdf**)*.

The following data should have been provided with the RFP:

| | |
|---------------|---------------------------------|
| Basin Name | Title Commitment |
| Project Name | District Survey data |
| Parcel Number | District Logo (AutoCAD format)* |
| Parcel Name | *available upon request |

Addendum for Well Site Surveys

- ❑ All scope of work, mapping, CAD standards and deliverables detailed in the requirements above are applicable to this addendum, unless noted otherwise below.
- ❑ These surveys usually consist of three areas identified as follows:
 - Proposed Well Site Area – normally a 10 foot by 10 foot *(see exception map for site requirements)*.
 - Proposed Access Area – normally 10 foot in width from public right of way to proposed well site area *(see exception map for site requirements)*.
 - Proposed Temporary Construction Area – normally 100 foot by 100 foot surrounding the proposed well site area *(see exception map for site requirements)*.
- ❑ One parcel number represents all three areas. Instead of labeling parcel number within the boundaries, label the type i.e. Proposed Well Site Area, leaders may be used.
- ❑ Boundary corners are to be set for all three parcels.
- ❑ Locate trees 4” DBH (Diameter at Breast Height) within the Access and Well site Areas Only.

Southwest Florida Water Management District Requirements for Boundary Surveys

- ❑ Title commitment provided will cover the parent parcel, not the well site parcel areas to be created, sufficient recovery of parent parcel boundary limits will be shown to validate that the well site and its additional easements are within the parent parcel limits.
- ❑ Only improvements that are within the proposed well site parcels or within 10 feet of their furthest extent (typically that would be the limits of the "Temporary Construction Area") are required to be located, no additional parent parcel improvements are required to be located unless additional instructions are given on a case by case basis, this would be negotiated after the request for scope and fee is made.

When the parent parcel is described as being a portion of a PLSS section(s), sufficient section corner locations will be made in order to verify that the well site location is contained wholly within the described portion of the section(s), this may include the location of evidential boundary corners for other subdivided portions of the section(s).

- ❑ Legal descriptions are to be written for each area surveyed.
- ❑ When describing curve direction in a legal description use the phrase "...curve to the left..." or "...curve to the right..." not "...curve concave to the east (etc.)..."
- ❑ Legal description will be written and boundaries dimensioned in a clockwise direction.
- ❑ Legal descriptions will use "for the point of beginning" at the first instance and "to the point of beginning" on return.
- ❑ The legal description header for each boundary will contain a hyphen and area name. For example: Legal Description – Proposed Well Site Area.
- ❑ There will be only one survey drawing which will depict all three areas and contain their legal descriptions.
- ❑ Temporary Construction Area boundaries will be drawn using a dashed linetype.
- ❑ FEMA Flood Zone Data is not required for Well Site Surveys.
- ❑ The scale of the drawing will be increased to focus on the surveyed areas, not the parent tract.

Note: In some instances four wooden stakes have been placed at the proposed well site area location, as well as an iron rod at its center. These points were placed by others representing its approximate location to the land owner. If existing at the time of survey, they will be located and placed on a frozen layer named SWFWMD-Field Points in the provided CAD file. When practical the well site area should be placed at these points. However, appropriate boundaries (i.e. parallel or perpendicular with the parent boundaries, where applicable) will be created and conform with the parameters shown on the exception map provided. If unforeseen circumstances are encountered making the aforementioned impractical, contact the District for further direction.

Remainder of this page intentionally left blank

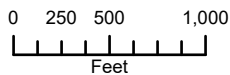
Exhibit 4- AOR Map
 Jordan Ranch SWF Parcel No. 19-707-109



The Four Areas of Responsibilities

- Contributes to 0 of the 4 Areas of Responsibility*
- Contributes to 1 of the 4 Areas of Responsibility*
- Contributes to 2 of the 4 Areas of Responsibility*
- Contributes to 3 of the 4 Areas of Responsibility*
- Contributes to 4 of the 4 Areas of Responsibility*

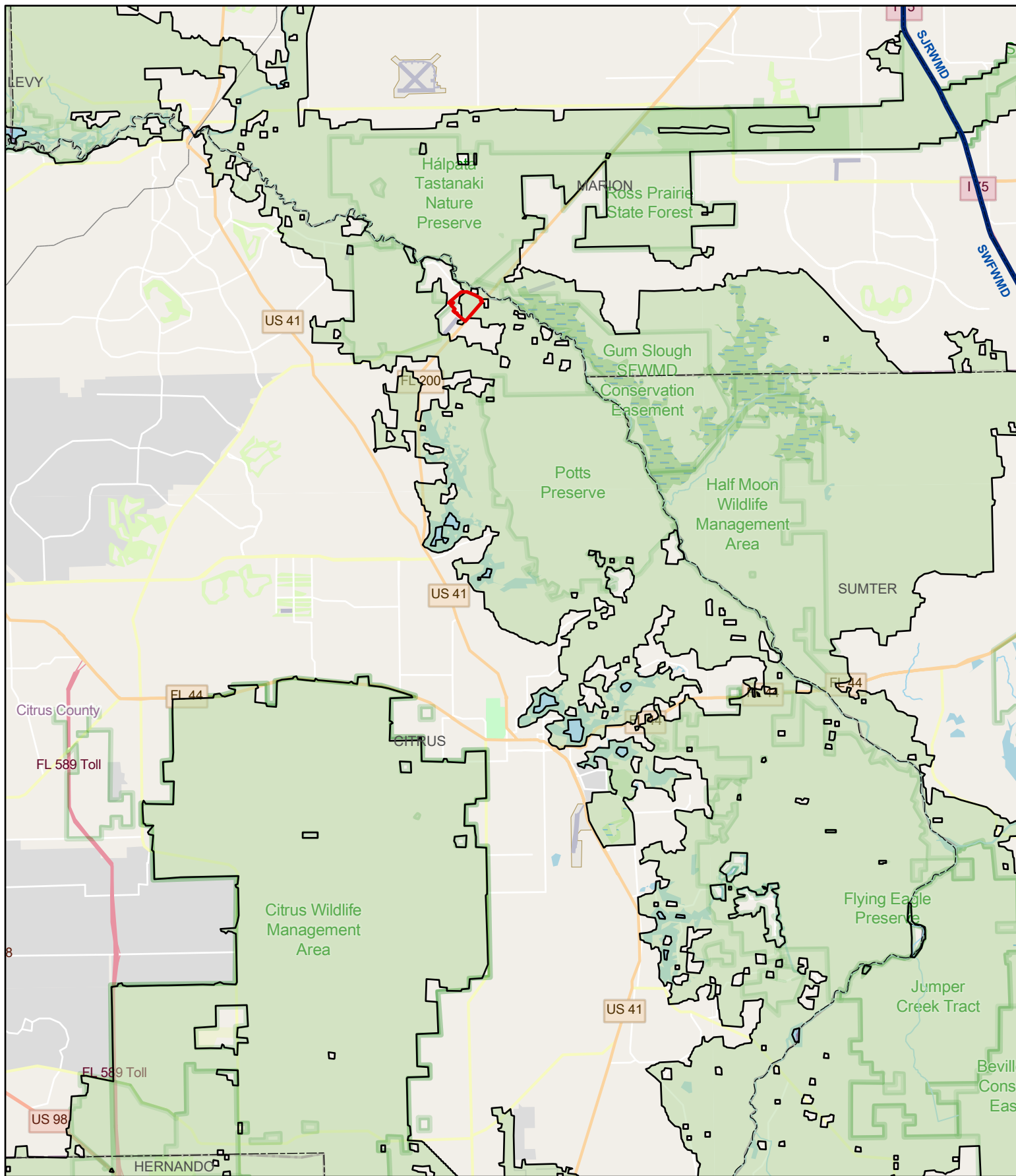
Jordan Ranch Property (SWF Parcel No. 19-707-109)



Southwest Florida
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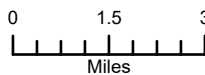
* This is a general depiction, based on currently available scientific data, of areas that appear to contribute to the District's four areas of responsibilities (AORs): Flood Protection, Natural Systems, Water Quality, and Water Supply and is intended for information purposes only. Further site analysis may provide more detailed results.

Exhibit 5- Wildlife Corridor Map Jordan
Ranch SWF Parcel No. 19-707-109



Service Layers: Map data © OpenStreetMap contributors, Microsoft, Facebook, Inc. and its affiliates, Esri Community Maps contributors, Map layer by Esri

- Jordan Ranch Property (SWF Parcel No. 19-707-109)
- Florida Wildlife Corridor (2021)



Governing Board Meeting

July 25, 2023

6. REGULATION COMMITTEE

| | | |
|-----|---|-----|
| 6.1 | Discussion: Information Item: Consent Item(s) Moved to Discussion..... | 119 |
| 6.2 | Discussion: Action Item: Denials Referred to the Governing Board | 120 |

REGULATION COMMITTEE

July 25, 2023

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

Staff Recommendation:

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

Presenter:

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

REGULATION COMMITTEE

July 25, 2023

Discussion: Action Item: Denials Referred to the Governing Board

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

Staff Recommendation:

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

Presenter:

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

7. General Counsel's Report

Governing Board Meeting

July 25, 2023

7. GENERAL COUNSEL'S REPORT

7.1 **Discussion:** Information Item: Consent Item(s) Moved to Discussion 121

GENERAL COUNSEL'S REPORT

July 25, 2023

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

Staff Recommendation:

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

Presenter:

Chris Tumminia, General Counsel, Office of General Counsel

8. Committee/Liaison Reports

COMMITTEE/LIAISON REPORTS

July 25, 2023

Discussion: Information Item: Agricultural and Green Industry Advisory Committee

Staff Recommendation:

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

Presenter:

Dustin Rowland, Board Member

EXECUTIVE DIRECTOR'S REPORT

July 25, 2023

Discussion: Information Item: Executive Director's Report

Staff Recommendation:

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

Presenter:

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

CHAIR'S REPORT

July 25, 2023

Discussion: Information Item: Chair's Report

Staff Recommendation:

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

Presenter:

Ed Armstrong, Chair

CHAIR'S REPORT

July 25, 2023

Discussion: Information Item: Employee Milestones

Staff Recommendation:

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

Presenter:

Ed Armstrong, Governing Board Chair

| Years of Service | Seniority Date | Preferred Full Name | Position Title | Office Location | Bureau | Anniversary Year | Next Milestone |
|------------------|----------------|---------------------|---|-----------------|------------------------|------------------|----------------|
| 5 | 07/09/2018 | Courtney Buck | Senior Environmental Scientist | Tampa | Environment Res Perm | 2023 | 07/09/2023 |
| 10 | 07/29/2013 | Pam Murray | Application Architect | Brooksville | Information Technology | 2023 | 07/29/2023 |
| 15 | 07/28/2008 | Kristina Mallams | Professional Geologist | Brooksville | Data Collection | 2023 | 07/28/2023 |
| 25 | 07/06/1998 | Chris Zajac | Environmental Flows and Assessments Manager | Brooksville | Nat Sys Restoration | 2023 | 07/06/2023 |
| 25 | 07/20/1998 | Anthony Andrade | Reuse Coordinator | Brooksville | Water Resources | 2023 | 07/20/2023 |

