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AGENDA
THE GULF CONSORTIUM
Board Meeting

October 3 2024; 4:00 p.m. Eastern

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Board Members

As attached

Staff

Valerie Seidel, Dan Dourte, Richard Bernier, Amy Bainbridge (The Balmoral Group)

Lynn Hoshihara, Evan Rosenthal (Nabors, Giblin & Nickerson, P.A.)

Item 1. Call to Order.

Chairman Commissioner Christopher Constance will call the meeting to order.

Item 2. Roll Call.

Valerie Seidel will call the roll.

Item 3. Additions or Deletions.

Any additions or deletions to the committee meeting agenda will be announced.

RECOMMEND: Approval of a final agenda.

Item 4. Public Comments.

The public is invited to provide comments on issues that are on today's agenda. The meeting will be conducted electronically (or "virtually"). You may participate in the meeting electronically by joining the go to meeting at <https://global.gotomeeting.com/join/615887485> or you may also dial in using your phone:

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Access Code: 615-887-485

Please note: Individuals who have comments concerning a specific agenda item shall make an effort to communicate with staff prior to that agenda item.

(Please see backup pages 4-5)

Item 5. Consent Agenda.

The consent agenda items are presented for approval. Board members may remove any items from this agenda that they have questions on or would like to discuss in depth. Any items removed would then be included in the regular agenda in an order assigned by the Chair.

Consent Agenda Items:

- Minutes of the June 26, 2024 Board Meeting (please see backup pages 6-10)
- Report on delegated authority through July 31, 2024 (Please see back up pages 11-14)

RECOMMEND: Approve Board Meeting Minutes and Delegated Authority Report

Item 6. Request to Prepare Draft SEP amendment

Dan Dourte will request authorization to initiate the 7th annual SEP amendment to accommodate project changes in Gulf Consortium counties. Draft SEP amendment narrative should be delivered to the Gulf Consortium by 10/11/2024. (Please see back up pages 15-17)

RECOMMEND: Approve SEP amendment request

Item 7. Financial Report

Richard Bernier will deliver updated financial reports.

(Please see back up pages 18-21)

RECOMMEND: Approve Financial Reports

Item 8. Budget for FY24/25

Valerie Seidel will present the Consortium Budget for the upcoming fiscal year (Please see back up pages 22-29)

RECOMMEND: Approve Budget

Item 9. Calendar

Dan Dourte will review the planned 2024 Gulf Consortium meeting dates (Please see back up pages 30-32)

RECOMMEND: Approve Calendar

Item 10. Project Highlight

Manatee County project 18-2: Portosueno Park Living Shoreline is summarized as the implementation project highlight for this meeting. (Please see back up pages 33-38)

RECOMMEND: For information only



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Item 11. General Counsel Report

Updates as needed from General Counsel. (Please see back up pages 39-40)

RECOMMEND: For information only

Item 12. Manager's Report

Valerie Seidel will present an updated manager's report. (Please see back up pages 41-42)

RECOMMEND: For information only

Item 13. Public Comments

The public is invited to provide comments on relevant issues. (Please see back up 43-44)

Item 14. Board Member Comments

Members of the Gulf Consortium Board are invited to provide comments on relevant issues. (Please see back up pages 45-46)

Item 15. Upcoming Gulf Consortium Board Meeting

TBD

online/phone only

Item 16. Adjourn

AGENDA ITEM 4

**Gulf Consortium Board Meeting
October 3, 2024**

**Agenda Item 4
Public Comments**

Statement of Issue:

The public is invited to provide comments on issues that are on today's agenda

Attachments:

None

Prepared by:

Daniel Dourte,
The Balmoral Group
On: September 5, 2024

AGENDA ITEM 5a

**Gulf Consortium Board Meeting
October 3, 2024**

**Agenda Item 5
Approval of June 26, 2024
Meeting Minutes**

Statement of Issue:

Request to approve the minutes of the June 26, 2024 meetings of the Gulf Consortium Board.

Options:

- (1) Approve the June 26, 2024 minutes as presented; or
- (2) Amend and then approve the minutes.

Recommendation:

Motion to approve Option 1.

Prepared by:

Daniel Dourte The Balmoral Group
On: September 19, 2024

Attachment:

Draft Minutes, June 26, 2024 meeting of the Gulf Consortium Board.

Action Taken:

Motion to: _____, Made by: _____;

Seconded by: _____.

Approved ____; Approved as amended ____; Defeated ____.

**June 26, 2024; 3:00 p.m. Eastern
Online/Teleconference Only:**

Online: <https://meet.goto.com/176854197>

You can also dial in using your phone:

United States: +1 (872) 240-3212

Access Code: 176-854-197

Members in Attendance: Scott Chandler (Bay), Commissioner Robert Carroll, Director (Bay), Commissioner Christopher Constance (Charlotte), Commissioner Rebecca Bays, Director (Citrus), Clay Smallwood (Gulf), Carla Burrmann (Hernando), Shannon Metty (Jefferson), Commissioner John Meeks (Levy), Commissioner George Kruse (Manatee), Lisa Tennyson (Monroe), Jane Evans (Okaloosa), Commissioner Jack Mariano (Pasco), Natasha Dickrell (Pinellas), Commissioner Charlie Justice (Pinellas), Joseph Kraus, Environmental Protection Division (Sarasota), LaWanda Pemberton (Taylor), Melinda Gates (Walton)

Also in Attendance: Valerie Seidel, Dan Dourte, Richard Bernier, Amy Bainbridge (The Balmoral Group), Grant Miller (The Balmoral Group), Lynn Hoshihara, Evan Rosenthal (Nabors, Giblin & Nickerson, P.A.), Sarah Ketron (DEP)

Agenda Item #1 – Call to Order

Chairman Christopher Constance (Charlotte) called the meeting to order at 3:03 pm ET.

Agenda Item #2 – Roll Call

Dan Dourte took roll call. Quorum was reached and the Pledge of Allegiance was recited. Attendees as above.

Agenda Item #3 – Addition or Deletions

Chairman Christopher Constance asked the board if there are any additions, deletions, or changes that need to be made to the agenda. Item 14a was added for the Gulf Consortium to attend GOMCON. Motion for approval was made by Commissioner Meeks and seconded by Commissioner Carroll. Chairman Christopher Constance asked the board if there was any discussion or opposition to the motion. Hearing none, it passed with unanimous consent.

ACTION: APPROVED

Agenda Item #4 – Public Comment

Chairman Christopher Constance asked if there is anybody from the public that wishes to speak to any of the items on the agenda. Hearing no other comments, Chairman Christopher Constance proceeded to the next agenda item.

Agenda Item #5 – Consent Agenda

Chairman Christopher Constance presented the February 6, 2024 and May 2, 2024 Board meeting minutes and Delegated Authority Report through June 19, 2024 for Board approval. Motion for approval was made by Commissioner Mariano and second to that motion by Commissioner Justice were made. Chairman Christopher Constance asked the board if there is any discussion or opposition to this motion. Hearing none, it passes with unanimous consent.

ACTION: APPROVED

Agenda Item #6 – Audit Review

The auditor presents audit review results, showing that unmodified audit results and financial statements fairly represented, with no instances of noncompliance and no deficiencies or weaknesses. There were no issues in performing audit, and one adjustment was noted: to record a

\$4.7m HESI settlement award. No disagreements with management. Recommended approval report with one correction. Motion was made to approve and seconded, passing unanimously.

ACTION: APPROVED

Agenda Item #7 – Review Annual Cap

Dan Dourte presents the annual cap, with all being well below all caps. Historical rates were shown, and a request for a 7.5% rate increase due to cost increases was made, with no change to total cap or budget. Recommended to approve. Motion to approve was made and seconded, passing unanimously.

ACTION: APPROVED

Agenda Item #8 – Audit Procurement

With a need to hire a firm for audit, the legal counsel has revised the audit RFP, will put out the audit RFP for proposals within the next month. Also needed is to approve the selection committee for audit RFP. Recommended an RFP and audit selection committee. Motion to approve was made and seconded, passing unanimously.

Dan Dourte provided an update on grant application status, presenting 1 new funding request to review. The next deadline for applications to be submitted should be delivered to the Gulf Consortium by May 24, 2024; these will be reviewed at the June 2024 Board Meeting. Dan stated for folks to think about the projects they want to be starting in June 2025 and start application process now. A new application for consideration is the Pasco 15-9 project canal restoration and stormwater upgrades. Dan noted the increase in scope is noted in the SEP amendment. This is not fully approved by RESTORE Council, but is expected to be approved my end of May 2024. This is the first project that includes additional \$205K as co-funding from RESTORE. Recommendation to approve. Motion for approval was made by Commissioner Meeks and seconded by Commissioner Bays. Chairman Christopher Constance asked the board if there is any discussion or opposition to this motion. Hearing none, it passes with unanimous consent.

ACTION: APPROVED

Agenda Item #9 – Policy Revisions

Dan Dourte presents changes to policy ad revisions as well changes covered by policy review committee. Recommended to approve policies. Motion to approve was made and seconded, passing unanimously.

Richard Bernier presented balance sheet and income statement through Dec. 2023 and reviewed current general fund expenditures, expenses, etc. Richard noted we have finalized transfer of additional RESTORE funds into special funds with Wells Fargo ready to be expended. Motion for approval was made by Commissioner Bays and seconded by David Edwards. Chairman Christopher Constance asked the board if there is any discussion or opposition to this motion. Hearing none, it passes with unanimous consent.

ACTION: APPROVED

Agenda Item #10 – Grant Applications

Dan Dourte presents application statuses and amendments. Reminder was made to start developing funding requests for a year from now. Recommendation was made to approve to restore council. Motion to approve was made and seconded, passing unanimously.

Dan Dourte presented SEP Amendment #6 for Florida. These are needed anytime there is a major scope change to a project. Dan presented changes for Charlotte County, Hernando County, Pasco County, Pinellas County, Levy County, and Wakulla County. Public comments closed recently; there were none. Comments were received from RESTORE Council and edits were made. Dan recommends motion to approve. Motion for approval was made by David Edwards and seconded by Commissioner Bays. Chairman Christopher Constance asked the board if there is any discussion or opposition to this motion. Hearing none, it passes with unanimous consent

ACTION: APPROVED

Agenda Item #11 – Balance Sheet and Income Statement

Richard Bernier presents financial statements, with an update on funds from HESI now in a new Wells Fargo account. Research on alternative interest sources is undergoing. Recommendation to approve was made. Motion to approve was made and seconded, passing unanimously.

ACTION: APPROVED

Agenda Item #12 – Project Highlights

Dan Dourte presented highlight implementation successes in Citrus County’s NW Quadrant Sewer Force Main project 13-1.

ACTION: None informational only.

Agenda Item #13 – General Counsel Report

There was no update from General Counsel.

ACTION: None informational only.

Agenda Item #14 - Manager’s Report

Dan Dourte presented 26 draw requests, 1 new award acceptance, 3 award amendments, filing of 14 Financial Reports and 14 Performance Reports, processing of 2 new applications and closing out of 1 award during the reporting period.

ACTION: None informational only.

Agenda Item #15 – Public Comments

Chairman Christopher Constance asks if anybody from the public wishes to make a comment. No comments were received.

ACTION: None informational only.

Agenda Item #16 – Board Member Comments

Chairman Christopher Constance asks if anybody from the Board wishes to make a comment. No comments were received.

ACTION: None informational only.

Agenda Item #17 - Upcoming Gulf Consortium Board Meeting

The next meeting will be scheduled in late September with the date TBD.

ACTION: None informational only.

Agenda Item #18 - Adjourn

Chairman Christopher Constance adjourned the meeting.

AGENDA ITEM 5b

**Gulf Consortium Board Meeting
October 3, 2024**

Agenda Item 5b

**Report on Delegated Authority
Actions from June 1, 2024 – July 31, 2024**

Summary:

Staff report of actions carried out through delegated authority of the Board. There were 1 monetary amendment, 2 new grants awarded, 1 application resubmittal, 13 performance reports submitted, 15 Financial reports submitted, and 24 draw requests for SEP project work. A detailed listing of individual transactions follows.

Submission Date	Action Taken	County	Project No.	Amount
5/17/2024	Draw Request	Adaptive Planning	24-1	2,363.21
5/17/2024	Draw Request	Pinellas	16-2	2,850.86
5/17/2024	Draw Request	Bay	5-1	1,525.46
5/17/2024	Draw Request	Okaloosa	3-3	79,962.58
5/17/2024	Draw Request	Sarasota	19-1	3,438.53
5/17/2024	Draw Request	Collier	22-1	10,879.66
5/17/2024	Draw Request	Bay	5-2	26,144.46
5/20/2024	Accepted Amendment Award	Sarasota	19-1	1,866,069.00
6/19/2024	Accepted Award	Hillsborough	17-2	7,485,976.00
6/20/2024	Accept Award Amendment (NCE)	Okaloosa	3-4	
6/20/2024	Accept Award Amendment (NCE)	Sarasota	19-1	
6/24/2024	Accepted Award	Hernando	14-5	3,052,661.00
6/24/2024	Draw Request	Adaptive Planning	24-1	8,715.11
6/24/2024	Draw Request	Manatee	18-2	

Submission Date	Action Taken	County	Project No.	Amount
				7,005.07
6/24/2024	Draw Request	Pinellas	16-2	656,641.65
6/24/2024	Draw Request	Citrus	13-1	2,426,758.09
6/24/2024	Draw Request	Santa Rosa	2-1	134,150.68
6/24/2024	Draw Request	Hernando	14-1	59,463.80
7/16/2024	Submit Award Amendment	Santa Rosa	2-1	
7/25/2024	Draw Request	Adaptive Planning	24-1	1,287.04
7/25/2024	Draw Request	Hillsborough	17-2	12,574.02
8/15/2024	Accept Award Amendment (NCE)	Spring Warrior	10-1	
8/15/2024	Accept Award Amendment (NCE)	Okaloosa	3-3	
8/21/2024	Draw Request	Adaptive Planning	24-1	1,645.48
8/21/2024	Draw Request	Manatee	18-6	29,416.58
8/21/2024	Draw Request	Citrus	13-2	65,449.47
8/21/2024	Draw Request	Wakulla	8-1	4,290.79
8/21/2024	Draw Request	Pinellas	16-1	12,095.41
8/21/2024	Draw Request	Collier	22-1	36,148.44
8/21/2024	Draw Request	Bay	5-2	6,486.94
8/21/2024	Draw Request	Walton	4-1	3,782.00
8/21/2024	Draw Request	Citrus	13-1	604,323.89
8/28/2024	Performance Report	Gulf	6-1	
8/28/2024	Performance Report	Taylor	10-1	
8/28/2024	Performance Report	Pinellas	16-3	
8/28/2024	Performance Report	Manatee	18-1	
8/28/2024	Performance Report	Okaloosa	3-5	

Submission				
Date	Action Taken	County	Project No.	Amount
8/28/2024	Performance Report	Citrus	13-3	
8/28/2024	Performance Report	Taylor	10-2	
8/28/2024	Performance Report	Wakulla	8-1	
8/28/2024	Performance Report	Gulf	6-2	
8/28/2024	Performance Report	Hillsborough	17-1	
8/28/2024	Performance Report	Pinellas	16-1	
8/28/2024	Performance Report	Levy	12-2	
8/28/2024	Performance Report	Gulf Consortium	24-1	
8/29/2024	Project Close Out	Pasco	15-1	
		Adaptive		
8/28/2024	Financial Report	Planning	24-1	
8/28/2024	Financial Report	Santa Rosa	2-1	
8/28/2024	Financial Report	Taylor	10-2	
8/28/2024	Financial Report	Wakulla	8-1	
8/28/2024	Financial Report	Pasco	15-1	
8/28/2024	Financial Report	Manatee	18-1	
8/28/2024	Financial Report	Citrus	13-3	
8/28/2024	Financial Report	Pinellas	16-3	
8/28/2024	Financial Report	Taylor	10-1	
8/28/2024	Financial Report	Gulf	6-1	
8/28/2024	Financial Report	Okaloosa	3-5	
8/28/2024	Financial Report	Pinellas	16-1	
8/28/2024	Financial Report	Hillsborough	17-1	
8/28/2024	Financial Report	Levy	12-2	
8/28/2024	Financial Report	Gulf	6-2	

AGENDA ITEM 6

**Gulf Consortium Board Meeting
October 3, 2024**

**Agenda Item 6
SEP Amendment Request**

Statement of Issue:

Request that staff be authorized to prepare a draft SEP amendment to bring to the December Board for approval to release for public comment.

Background:

An amendment to the SEP is required for new projects or changes in scope or objectives of existing projects. The goals of this recommended SEP amendment are described in the analysis section. This would be the 7th amendment to Florida's SEP.

Analysis:

The goal of this SEP amendment: to revise project scopes and/or add new SEP projects where needed. If approved in draft form at the December Board meeting, this would open the required 45-day public comment starting within a few days of that Board meeting. Project consolidation (fewer, bigger projects) is highly encouraged where possible – this can resolve cost escalation and reduce administrative costs.

Counties need to deliver their project information to Gulf Consortium management by 10/11/2024 to allow for time to prepare the draft SEP amendment prior to the December 2024 Board meeting.

Fiscal Impact:

We estimate the time involved in this SEP amendment to be (maximum) 40 hours (\$6,800) for The Balmoral Group and 8 hours for NGN (\$2,000). Only hours worked are billed. This is charged to project 24-1 "Adaptive Compliance Project".

Options:

The following options are suggested for consideration by the Board:

- (1) Approval of request for SEP amendment
- (2) Board direction

Recommendation:

Option 1

Attachments:

None.

Prepared by:

Dan Dourte
The Balmoral Group, Grants Administrator
September 7, 2024

Action Taken:

Motion to: _____, Made by: _____;

Seconded by: _____.

Approved____; Approved as amended____; Defeated_____.

AGENDA ITEM 7

**Gulf Consortium Board Meeting
October 3, 2024**

**Agenda Item 7
Financial Statements**

Statement of Issue:

Presentation of the most recent monthly financial statements.

Background:

Financial Statements are produced monthly for the Consortium. Additionally, attachments include a listing of the cash receipts and cash disbursements since the last report date.

Attachments:

- a) Balance Sheet through August 31, 2024
- b) Income Statement from October 1, 2023 through August 31, 2024

Action Required:

- 1) Recommend approval Financial Reports
- 2) Other Board direction

Staff Recommendation:

Approve as proposed.

Prepared by:

Richard Bernier
The Balmoral Group
Finance Manager
On: September 5, 2024

Action Taken:

Motion to: _____, Made by: _____;

Seconded by: _____.

Approved____; Approved as amended____; Defeated_____.

Gulf Consortium
Balance Sheet
As of September 9, 2024

	Sep 9, 2024
ASSETS	
Current Assets	
Checking/Savings	
Cash	
HESI Funds (Wells Fargo)	4,755,588.43
Grant Account (Wells Fargo)	4,270.67
Operating Account (United Comm)	187,280.59
Total Cash	4,947,139.69
Total Checking/Savings	4,947,139.69
Accounts Receivable	
Accounts Receivable	
Adaptive Planning	363,384.22
Grants Receivable (SEP)	56,488,553.99
Total Accounts Receivable	56,851,938.21
Total Accounts Receivable	56,851,938.21
Other Current Assets	
Other Current Assets	
Other Receivables	14,062.50
Prepaid Expenses	15,659.21
Total Other Current Assets	29,721.71
Total Other Current Assets	29,721.71
Total Current Assets	61,828,799.61
TOTAL ASSETS	61,828,799.61
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Payables	
Accounts Payable (Grants)	13,287.50
Accounts Payable (General)	24,405.56
Total Payables	37,693.06
Total Accounts Payable	37,693.06
Other Current Liabilities	
Accrued Liabilities	
Accrued Liabilities (Grants)	56,851,938.19
Total Accrued Liabilities	56,851,938.19
Total Other Current Liabilities	56,851,938.19
Total Current Liabilities	56,889,631.25
Total Liabilities	56,889,631.25
Equity	
Funds Transfers	-59,372.93
Unrestricted Net Assets	4,896,367.94
Net Income	102,173.35
Total Equity	4,939,168.36
TOTAL LIABILITIES & EQUITY	61,828,799.61

Gulf Consortium
Profit & Loss
October 2023 through August 2024

	<u>Adaptive Planning</u>	<u>General Fund</u>	<u>HESI/Transocean Funds</u>	<u>SEP Grants</u>	<u>TOTAL</u>
Income					
Adaptive Planning Grant	42,772.83	-	-	-	42,772.83
Direct Contributions	-	124,122.00	-	-	124,122.00
Grant Funds - SEP	-	-	-	6,271,994.76	6,271,994.76
Interest and Other income	-	-	30,214.74	-	30,214.74
Total Income	<u>42,772.83</u>	<u>124,122.00</u>	<u>30,214.74</u>	<u>6,271,994.76</u>	<u>6,469,104.33</u>
Expense					
Adaptive Planning	42,772.83	-	-	-	42,772.83
SEP Grants	-	-	-	6,271,994.76	6,271,994.76
General Consortium Expenses					
Special District Fees	-	175.00	-	-	175.00
Bank Fees	-	30.00	443.03	-	473.03
Meeting Expense	-	2,149.36	-	-	2,149.36
Management Fees	-	46,128.50	-	-	46,128.50
Legal Fees	-	3,237.50	-	-	3,237.50
Total General Consortium Expenses	<u>-</u>	<u>51,720.36</u>	<u>443.03</u>	<u>-</u>	<u>52,163.39</u>
Total Expense	<u>42,772.83</u>	<u>51,720.36</u>	<u>443.03</u>	<u>6,271,994.76</u>	<u>6,366,930.98</u>
Net Income	<u>-</u>	<u>72,401.64</u>	<u>29,771.71</u>	<u>-</u>	<u>102,173.35</u>

AGENDA ITEM 8

**Gulf Consortium Board Meeting
October 3, 2024**

**Agenda Item 8
Proposed Budget**

Statement of Issue:

Presentation of a proposed budget for the next fiscal year.

Background:

The fiscal year runs from October 1 to September 30 and requires an approved budget for the year. There are four categories of funds for the coming fiscal year: County Funds (for ongoing administrative items that do not qualify for grant expenditure), Adaptive Planning & Compliance Funds (a grant approved to fund the required compliance activities of receiving federal grant funds), HESI/Transocean Funds (court settlement funds received and deposited into the bank) and SEP Funds (SEP project grants). Each is discussed in turn.

Discussion:

The County funds cover costs primarily relating to meetings and administrative matters that pertain to the Consortium's status as a Special District, including public notice requirements, agenda preparation, logistics and general accounting requirements to comply with state and federal rules. For the fiscal year 2023-2024, costs are estimated to total approximately \$55,000 (at this writing, the fiscal year is not closed out) and include approximately 270 hours of management time. For the fiscal year 2024-2025, total costs are estimated to total approximately \$85,800 and include approximately 350 hours of management time. This amount includes contingency for amounts that may be payable under Adaptive Planning, but are allowed for in the event they are not. Legal costs are based on meeting participation and miscellaneous correspondence of up to \$15,000; current year costs have been well under budget but contractual caps allow for \$100,000.

Meeting and travel expense are budgeted for one in-person meeting. Meeting costs vary widely by location and we have budgeted generously to allow for the upper bound of potential costs. Miscellaneous expenses are bank fees, website renewal costs, and various required filing costs.

The Adaptive Planning Grant funds are budgeted at \$93,476. Certain costs of managing compliance for the Consortium are grant eligible, such as the annual audit and the cost of SEP amendments, but may not be grant-specific or project-specific. Grant-eligible costs will be recouped (assuming they meet all necessary requirements) using Adaptive Planning Grant funds. The sum requested reflects the amount of \$25,000 for audits (single and financial); the audit RFP is pending at this writing, and the previous amount was based on bids from four years ago. Costs of programmatic software (grants management and accounting) are estimated at about \$13,000, and required training costs are estimated at \$12,700. Costs are also estimated for staff time relating to annual updates for Risk Committee, Policy Review,

costs to complete SF-425 forms, OSA updates, required annual training, report and track financial data related to the grant award, and associated recordkeeping, totaling 239 hours.

SEP Funds are based on the grant application submissions received from the counties. Since SEP approval, and for each of the past four budget years, the pace of grant applications has been sporadic. Staff budgeted for about \$101 million during the current year, using the SEP-planned grant milestones to date. Active grants (either awarded or submitted) total \$111 million at the time this budget was prepared. For FY 2024-25, staff is budgeting for additional projects targeted for the fiscal year of about \$89 million, and estimating 1/2 for draw-downs in the current year. This is well below the trust fund balance of \$160.6 million, and a very conservative estimate based on current drawdowns of 21% of grant balances. To date, staff costs have been tightly managed, resulting in costs of about 2.2% of total grant value processed.

HESI/Transocean Funds are an additional settlement from the oil spill. The only restriction on these funds is that they must still be for the same purpose as SEP Funds. These funds have been received already and are in a Gulf Consortium bank account. Each County is entitled to a little over \$200,000 of these funds to use on their projects. They are currently earning 1.08% interest and have been budgeted at \$50,000. Staff is working with Leon County (fiscal agent) and Wells Fargo to have these funds put into a higher interest earning account with the stipulation that they are to be readily available for withdrawal quickly.

The budget assumes one in-person meeting as per Board direction.

The legal expense is the lesser of 1.83% of the anticipated drawdowns or \$90,000, the contractual maximum legal that can be invoiced; Counsel has estimated that next year's fees are likely to be below \$15,000. The fiscal agent fees are based on .03% of the draw downs.

Attachments:

- (1) Proposed budget for fiscal year running from October 1, 2024 to September 30, 2025.

Options:

- (1) Confirm Finance and Budget Committee recommendation.
- (2) Board direction.

Prepared by:

Richard Bernier
The Balmoral Group
Finance Manager
On: September 9, 2024

Action Taken:

Motion to: _____, Made by: _____;

Seconded by: _____.

Approved____; Approved as amended____; Defeated_____.

Proposed Budget
Fiscal Year 2024-2025

Gulf Consortium Proposed Budget Fiscal Year 2024-2025

Note: Trust Fund Balance as of April 2024 = \$160,633,481

Budget					
Beginning Funds Balance	-				
REVENUES	County Funds	Adaptive Planning	SEP Funds	HESI Funds	Total
County Funding	108,017				\$ 108,017
Adaptive Planning Grant		93,476			93,476
Florida SEP Grant			89,000,000		89,000,000
Settlements					-
Interest				50,000	50,000
TOTAL REVENUES	\$ 108,017	\$ 93,476	\$ 89,000,000	\$ 50,000	\$ 89,251,493
DISBURSEMENTS					
Adaptive Planning					
Financial, Audit & Reporting		43,052			43,052
Risk, Procurement & Amendments		24,682			24,682
Training		12,734			12,734
Software		13,008			13,008
Subtotal Adaptive Planning Expenses		93,476			93,476
Florida State Expenditure Plan (SEP) Project Implementation Expenses					
County Projects			44,500,000	1,000,000	45,500,000
Subtotal SEP/HESI Expenses			44,500,000	1,000,000	44,500,000
General Operating Expenses					
Management Expense	85,800				85,800
Legal Expense	15,000				15,000
Meeting and Travel Expense	4,200				4,200
*Miscellaneous	3,015				3,015
Subtotal General Operating	108,015				108,015
TOTAL EXPENSES	108,015	93,476	44,500,000	1,000,000	44,701,491
Funds Balance	2	-	44,500,000	(950,000)	44,500,002

Individual County Assessment change:		Needed	Current
15 Large Counties from	\$ 6,383	-	7,334
8 Small Counties from	\$ 1,534	-	1,764
Based on 1 in person Board meetings - Printing, facility charges, AV			

Proposed Budget
Fiscal Year 2024-2025

Gulf Consortium Proposed Budget Fiscal Year 2024-2025

Note: Trust Fund Balance as of April 2024 = \$160,633,481

Budget					
Beginning Funds Balance	-				
REVENUES	County Funds	Adaptive Planning	SEP Funds	HESI Funds	Total
County Funding	108,020				\$ 108,020
Adaptive Planning Grant		93,476			93,476
Florida SEP Grant			89,000,000		89,000,000
Settlements					-
Interest				50,000	50,000
TOTAL REVENUES	\$ 108,020	\$ 93,476	\$ 89,000,000	\$ 50,000	\$ 89,251,496
DISBURSEMENTS					
Adaptive Planning					
Financial, Audit & Reporting		43,052			43,052
Risk, Procurement & Amendments		24,682			24,682
Training		12,734			12,734
Software		13,008			13,008
Subtotal Adaptive Planning Expenses		93,476			93,476
Florida State Expenditure Plan (SEP) Project Implementation Expenses					
County Projects			44,500,000	1,000,000	45,500,000
Subtotal SEP/HESI Expenses			44,500,000	1,000,000	44,500,000
General Operating Expenses					
Management Expense	85,800				85,800
Legal Expense	15,000				15,000
Meeting and Travel Expense	4,200				4,200
*Miscellaneous	3,015				3,015
Subtotal General Operating	108,015				108,015
TOTAL EXPENSES	108,015	93,476	44,500,000	1,000,000	44,701,491
Funds Balance	5	-	44,500,000	(950,000)	44,500,005

Individual County Assessment change:	Needed	Current
15 Large Counties from	\$ 5,868	7,334
8 Small Counties from	\$ 2,500	1,764
Based on 1 in person Board meetings - Printing, facility charges, AV		

Proposed Budget
Fiscal Year 2024-2025

Gulf Consortium Proposed Budget Fiscal Year 2024-2025

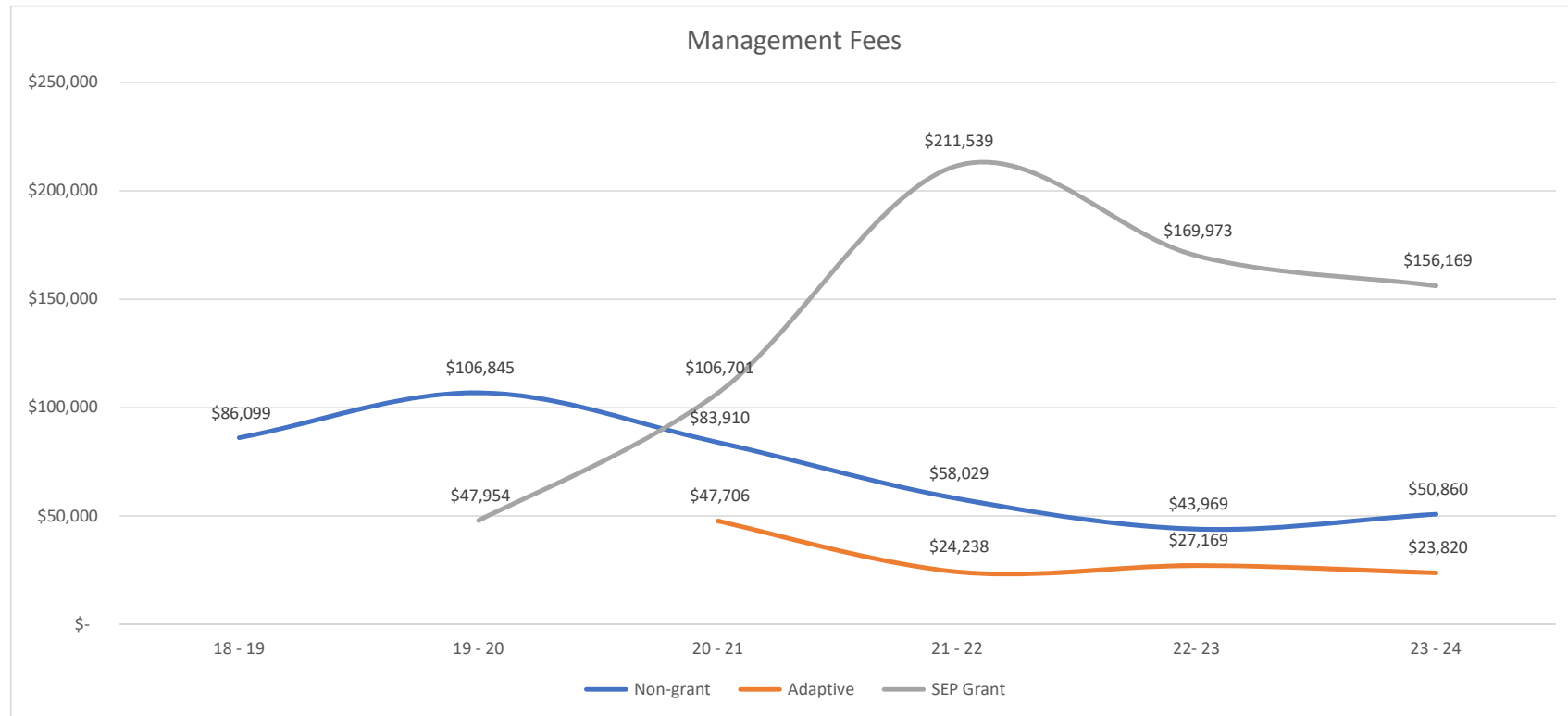
Note: Trust Fund Balance as of April 2024 = \$160,633,481

Budget					
Beginning Funds Balance	-				
REVENUES	County Funds	Adaptive Planning	SEP Funds	HESI Funds	Total
County Funding	108,008				\$ 108,008
Adaptive Planning Grant		93,476			93,476
Florida SEP Grant			89,000,000		89,000,000
Settlements					-
Interest				50,000	50,000
TOTAL REVENUES	\$ 108,008	\$ 93,476	\$ 89,000,000	\$ 50,000	\$ 89,251,484
DISBURSEMENTS					
Adaptive Planning					
Financial, Audit & Reporting		43,052			43,052
Risk, Procurement & Amendments		24,682			24,682
Training		12,734			12,734
Software		13,008			13,008
Subtotal Adaptive Planning Expenses		93,476			93,476
Florida State Expenditure Plan (SEP) Project Implementation Expenses					
County Projects			44,500,000	1,000,000	45,500,000
Subtotal SEP/HESI Expenses			44,500,000	1,000,000	44,500,000
General Operating Expenses					
Management Expense	85,800				85,800
Legal Expense	15,000				15,000
Meeting and Travel Expense	4,200				4,200
*Miscellaneous	3,015				3,015
Subtotal General Operating	108,015				108,015
TOTAL EXPENSES	108,015	93,476	44,500,000	1,000,000	44,701,491
Funds Balance	(7)	-	44,500,000	(950,000)	44,499,993

Individual County Assessment change:	Needed	Current
15 Large Counties from	\$ 4,696	-
8 Small Counties from	\$ 4,696	1
Based on 1 in person Board meetings - Printing, facility charges, AV		

Management Fees for last 5 FY for each of the 3 revenue sources

	18 - 19	19 - 20	20 - 21	21 - 22	22- 23	23 - 24	
Non-grant	\$ 86,099	\$ 106,845	\$ 83,910	\$ 58,029	\$ 43,969	\$ 50,860	Board, ExComm, Finance Comm meetings; SAM.gov and special district registrations and fees SEP amendments, audit support, policy revisions, RESTORE training County project oversight, quarterly meetings, financial and performance reports, project accounting/financials
Adaptive			\$ 47,706	\$ 24,238	\$ 27,169	\$ 23,820	
SEP Grant		\$ 47,954	\$ 106,701	\$ 211,539	\$ 169,973	\$ 156,169	



AGENDA ITEM 9

**Gulf Consortium Board Meeting
October 3, 2024**

**Agenda Item 9
Gulf Consortium 2025 Meeting Calendar**

Statement of Issue:

This agenda item seeks approval of the Gulf Consortium 2025 meeting calendar for full Board consideration.

Background:

Under the Interlocal Agreement creating the Gulf Consortium, the Chairman has the power to set the times and locations of the Consortium. However, at the Executive Committee meeting of September 9, 2016, the Chairman recommended that the calendar be discussed by the Board. The Board has since provided direction as to align the in-person Gulf Consortium meetings with Florida Association of Counties events. Virtual/online meetings are recommended to be held in the week following FAC conference events to avoid scheduling conflicts.

Analysis:

Based on the meeting history since 2016, and coordination with FAC personnel, the following date ranges and locations are proposed based on FAC events with known dates for the 2025 Board meeting calendar:

<u>Date Range</u>	<u>Notes on Dates</u>	<u>Location</u>
February 10-14, 2025	Wednesday <i>(FAC Tech Summit is Jan 30-31, 2025; FAC Legislative Days is Mar 19, 2025)</i>	Online
June 24-27, 2025	Tuesday - Friday <i>(FAC Annual Conference Jun 24-27)</i>	In-person: Orlando
September 22-26, 2025	<i>(FAC Innovation and Policy Sep 17-18, 2025)</i>	Online
December 8-12, 2025	<i>(FAC Legislative Conference Nov 19-20)</i>	Online

Four dates are proposed for 2025. Meetings are expected to be largely dedicated to approvals of SEP project grant applications and financial reviews and other typical SEP project implementation support.

Recommendation:

- 1) Approve Calendar as proposed
- 2) Board Direction

Attachments:

None.

Prepared by:

Dan Dourte
The Balmoral Group
November 27, 2023

Action Taken:

Motion to: _____, Made by: _____;

Seconded by: _____.

Approved____; Approved as amended____; Defeated_____.

AGENDA ITEM 10

**Gulf Consortium Board Meeting
October 3, 2024**

**Agenda Item 10
Project Highlight**

Statement of Issue:

At the request of the Board, an SEP project implementation highlight will be presented at Board meetings.

Discussion:

Manatee County's project 18-2: Portosueno Park Living Shoreline is funded for design and implementation to replace an existing seawall with living shoreline elements to maintain coastal resilience and improve public access and reduce nutrient loads to Palma Sola Bay. It is currently at 30% design and the award will be amended soon to increase funds for construction.

Attachments:

Slides on project 18-2: Portosueno Park Living Shoreline (Manatee County)

Action Required:

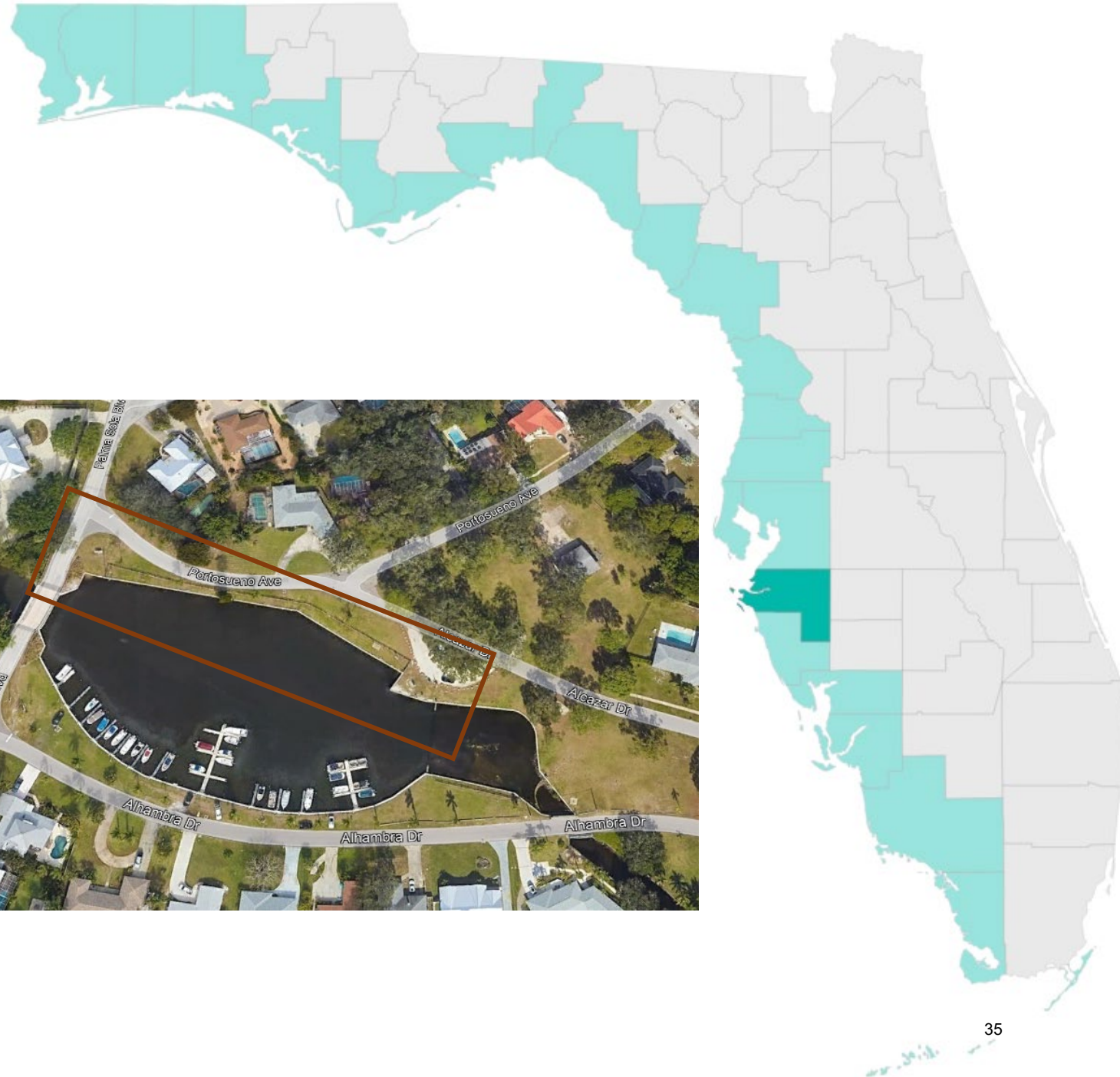
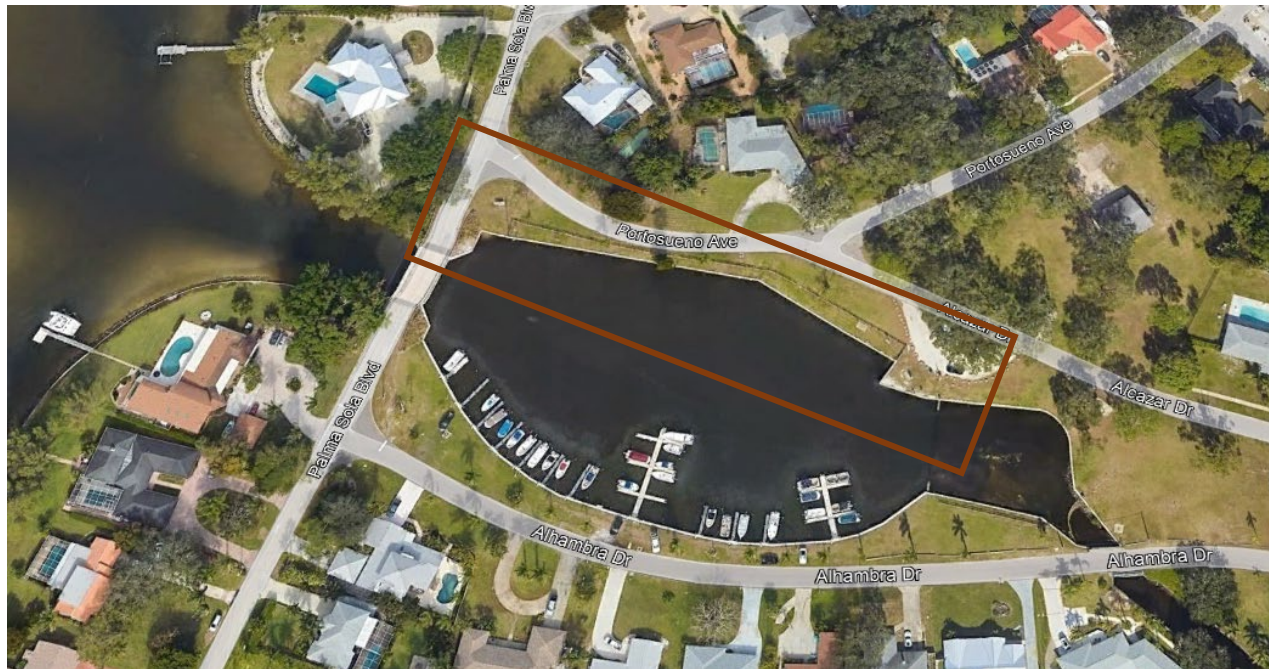
None; informational only.

Prepared by:

Dan Dourte, The Balmoral Group
On: September 10, 2024



Project Highlight:
18-2:
Portosueno Park
Living Shoreline
(Manatee
County)



18-2: Portosueno Park Living Shoreline (Manatee County)

Goals:

- Restore fish and wildlife habitat functions; (2) reduce pollutant loadings to Palma Sola Bay by treating stormwater runoff from adjacent residential areas; and (3) improve fishing and aesthetics for park users.

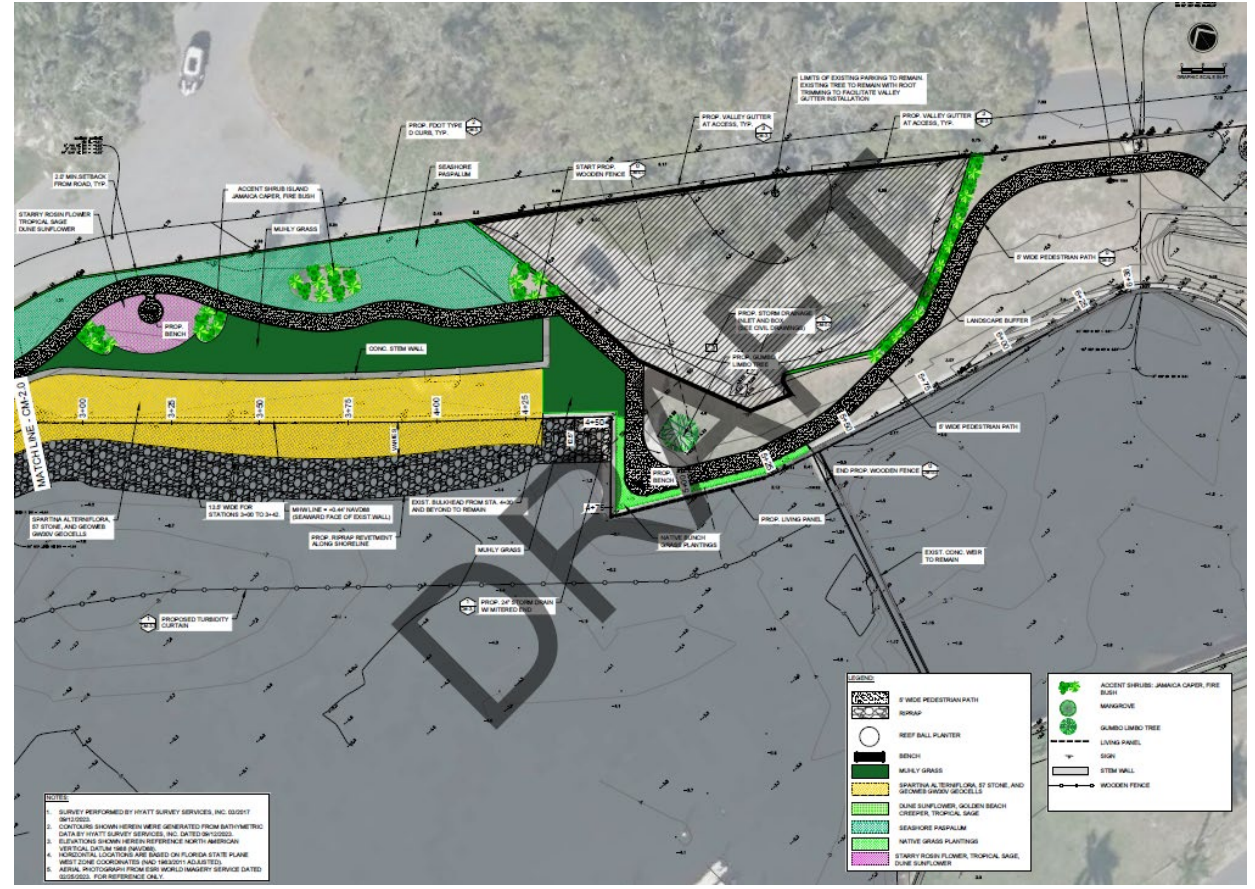
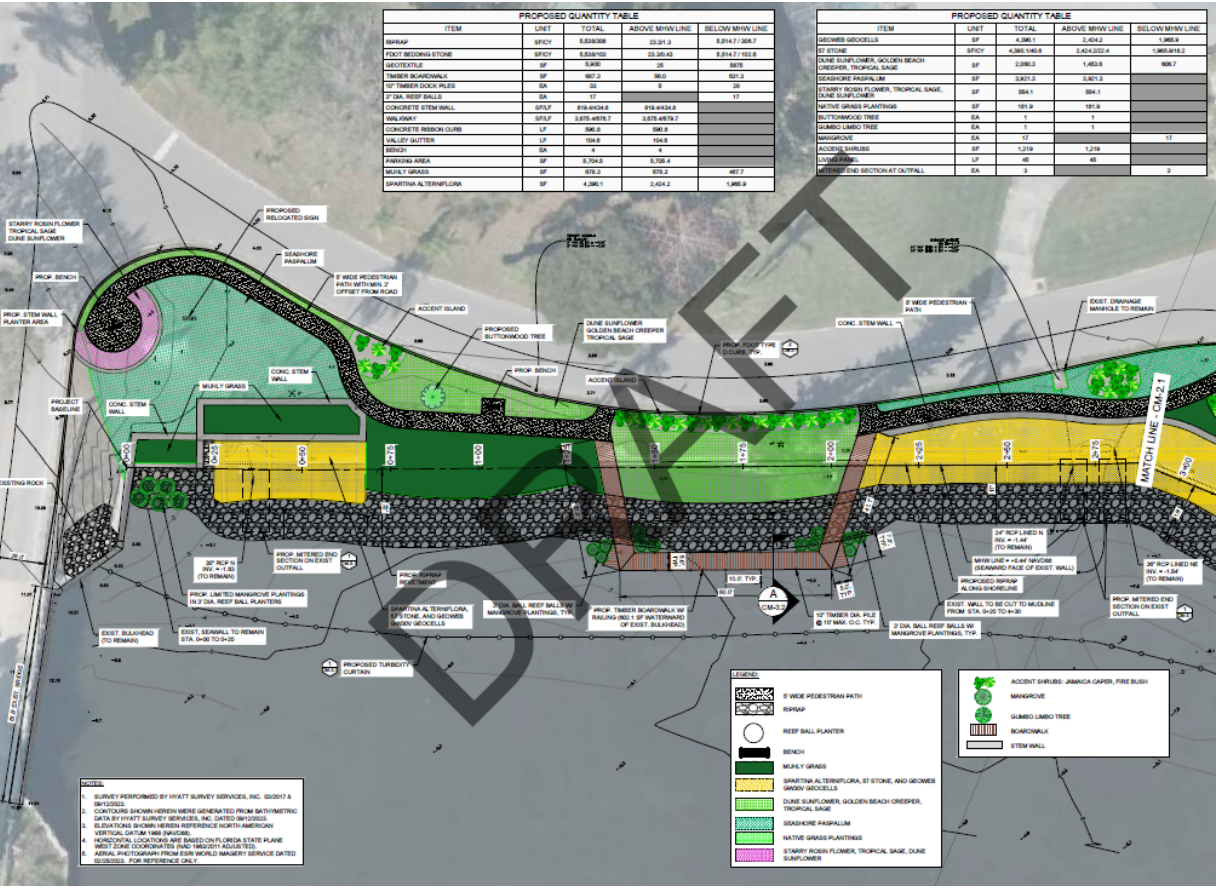
Approach:

- Replace existing seawall with living shoreline elements and public access walkways



18-2: Portosueno Park Living Shoreline (Manatee County)

DRAFT plans – subject to change



Plans image credit: Manatee County

18-2: Portosueno Park Living Shoreline (Manatee County)

Key Personnel:

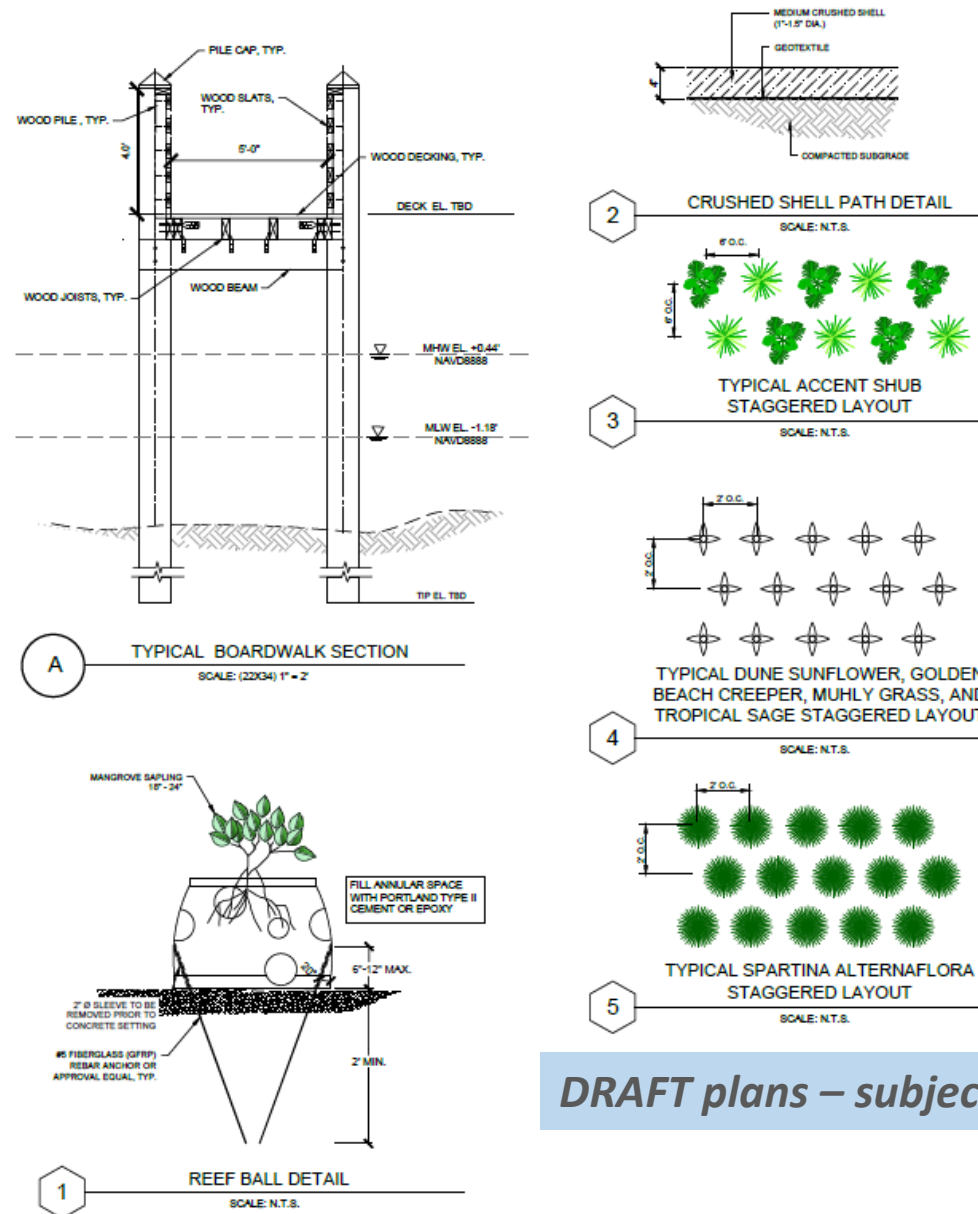
- Sherri Swanson (Manatee County)
- Annette Cottrell (Manatee County)
- Vicki Hommel (Manatee County)

Timeline:

- Awarded April 2021
- Implementation to start in 2025

Progress and status:

- Design near 60% complete
- Value engineering underway to reduce construction costs
- Award amendment expected soon to increase RESTORE funds



DRAFT plans – subject to change

Plans image credit:
Manatee County

AGENDA ITEM 11

**Gulf Consortium Board Meeting
October 3, 2024**

**Agenda Item 11
General Counsel's Report**

Statement of Issue:

As needed updates from General Counsel

Action Required:

None, informational only

Prepared By:

Dan Dourte
The Balmoral Group
September 7, 2024

AGENDA ITEM 12

**Gulf Consortium Board Meeting
October 3, 2024**

**Agenda Item 12
Manager's Report**

Statement of Issue:

Consortium staff provides a report on updates to Consortium activities since the last Board meeting.

Discussion:

From May through the end of August, there was 1 monetary amendment, 2 new grants awarded, 1 application resubmittal, 13 performance reports submitted, 15 Financial reports submitted, and 24 draw requests for SEP project work.

Currently we have 54 projects in various stages of activity: \$95M in active awards, \$19M under RESTORE review, \$12M in Consortium review, and \$23M closed or withdrawn. Processing time for awards and amendments has improved substantially during this calendar year as RESTORE personnel assigned specifically to work with the Consortium.

Staff has continued with the new quarterly review schedule with Counties that have active projects, and currently has about 25 reviews completed. Monthly meetings with RESTORE have been continuing to improve communication and award/amendment and reporting efficiency for both RESTORE and the Consortium.

Attachments:

None.

Action Required:

None; informational only.

Prepared by:

Valerie Seidel, The Balmoral Group

On: September 10, 2024

AGENDA ITEM 13

**Gulf Consortium Board Meeting
October 3, 2024**

**Agenda Item 13
Public Comments**

Statement of Issue:

The public is invited to provide comments on relevant issues.

Attachments:

None

Prepared by:

Dan Dourte
The Balmoral Group
On: September 5, 2024

AGENDA ITEM 14

**Gulf Consortium Board Meeting
October 3, 2024**

**Agenda Item 14
Board Member Comments**

Statement of Issue:

Members of the Board are invited to provide comments on relevant issues.

Attachments: None

Prepared by:

Dan Dourte

The Balmoral Group

On: September 5, 2024