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AGENDA
THE GULF CONSORTIUM
Board Meeting

September 30, 2025; 3:00 p.m. Eastern

GoToMeeting

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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://meet.goto.com/312116325> or you may also dial in using your phone:

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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 25, 2025 Board Meeting (please see backup pages 6-9)
- Report on delegated authority through July 31, 2025 (Please see back up pages 10-13)

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 8th annual SEP amendment to accommodate project changes in Gulf Consortium counties. Draft SEP amendment narrative should be delivered to the Gulf Consortium by 10/17/2025. (Please see back up pages 14-16)

RECOMMEND: Approve SEP amendment request

Item 7. Financial Report

Richard Bernier will deliver updated financial reports.

(Please see back up pages 17-20)

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 21-24)

RECOMMEND: Approve audit

Item 9. Calendar

Dan Dourte will review the planned 2026 Gulf Consortium meeting dates (Please see back up pages 25-27)

RECOMMEND: Approve Calendar

Item 10. Project Highlight

Gulf County's project 6-1: Sewer Improvement Program is summarized as the implementation project highlight for this meeting. (Please see back up pages 28-33)

RECOMMEND: For information only



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Item 11. General Counsel Report

Updates as needed from General Counsel. (Please see back up pages 34-35)

RECOMMEND: For information only

Item 12. Manager's Report

Valerie Seidel will present an updated manager's report. (Please see back up pages 36-38)

RECOMMEND: For information only

Item 13. Public Comments

The public is invited to provide comments on relevant issues. (Please see back up 39-40)

Item 14. Board Member Comments

Members of the Gulf Consortium Board are invited to provide comments on relevant issues. (Please see back up pages 41-42)

Item 15. Upcoming Gulf Consortium Board Meeting

TBD

online/phone only

Item 16. Adjourn

AGENDA ITEM 4

**Gulf Consortium Board Meeting
September 30, 2025**

**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:

Amanda Clark
The Balmoral Group
Executive Assistant
On: September 18, 2025

AGENDA ITEM 5a

**Gulf Consortium Board Meeting
September 30, 2025**

**Agenda Item 5a
Approval of June 25, 2025
Meeting Minutes**

Statement of Issue:

Request to approve the minutes of the June 25, 2025 meetings of the Gulf Consortium Board.

Options:

- (1) Approve the June 25, 2025 minutes as presented; or
- (2) Amend and then approve the minutes.

Recommendation:

Motion to approve Option 1.

Prepared by:

Amanda Clark, The Balmoral Group
On: September 22, 2025

Attachment:

Draft Minutes, June 25, 2025 meeting of the Gulf Consortium Board

Action Taken:

Motion to: _____, Made by: _____;

Seconded by: _____.

Approved____; Approved as amended____; Defeated_____.

Gulf Consortium Board Meeting, June 25th, 2025; 4:00PM Eastern

Call in info:

GoTo Meeting

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

Members in Attendance: Commissioner Robert Carroll (Bay), Chairman Commissioner Christopher Constance (Charlotte), Clay Smallwood (Gulf), Commissioner John Allocco (Hernando), Commissioner Paul Mixon (Okaloosa), Commissioner Jack Mariano (Pasco), Commissioner Colten Wright (Santa Rosa), Joseph Kraus (Sarasota), LaWanda Pemberton (Taylor)

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

Agenda item #1- Call to Order

Chair Commissioner Constance called the meeting to order at 4:05PM. New executive Committee members announced and introduced.

Agenda item #2- Roll Call

Dan Dourte called the roll, attendees as above.

Agenda item #3- Additions or Deletions

Mary Walker will be providing a short update on RESTORE updates happening during the year, during the Manager's update.

Agenda item #4- Public comments

There were no members of the public in attendance.

Agenda item #5- Consent Agenda

One correction on the minutes- Commissioner Finnegan (from Citrus) – states Collier in the minutes.

ACTION: APPROVED

Agenda Item #6- Audit Review

Brandon McKittrick shared audit items, first audit by his team. No material weaknesses or noncompliance. Chairman Commissioner Constance asked for clarity on policy related to grant activity. Disclosure is required as part of audit. Motion for approval by Edwards, second by Colton Wright; passes unanimously.

ACTION: APPROVED

Agenda Item #7- Review of Annual Cap and Management Actual Hours vs Contract Hours

Dan Dourte presented summary data relating to annual caps, actual management hours for grant and general administration compared to contract hours. Commissioner Mariano asks why there was a jump on the General Admin side. Dan responds the jump is due to going back and forth with the auditors. Motion to approve by Glidewell second by Edwards, hearing no objections; passed unanimously.

ACTION: APPROVED

Agenda Item #8- Policy Revisions

Dan Dourte reviewed the policy updates, there were no questions. Could not hear who motioned or second; passed unanimously.

ACTION: APPROVED

Agenda Item #9- Grant Application Status

Dan reviewed all five projects to add additional funding, as well as three new project funding updates. Dan also provided a summary table to this item, the purpose is to show where we are with SEP and current projects in que. Chairman Commissioner Constance voiced appreciation; Motion to approve made by Glidewell and seconded by Edwards; hearing no objections passed unanimously.

ACTION: APPROVED

Agenda Item #10- Financial Report

Richard provided an update on financial reports. HESI funds were transferred to higher interest account, in April we earned \$15k in interest. Motion to approve made by Edwards and seconded by Glidewell. Passes unanimously.

ACTION: APPROVED

Agenda Item #11- Project Highlight

Dan presented Walton County's project 4-1, this was a study to make sure upcoming SEP projects are giving them most bang for buck for water quality impact on Choctawhatchee Bay.

This item was for Information only

Agenda Item #12- General Counsel Report

No updates from Lynn.

This item was for information only

Agenda Item #13- Manager's Report

Dan presented the Manager's Report, filed 16 financial reports and 15 performance reports, audit is complete, policy review meetings conducted and complete. RESTORE conducted a site visit in February 2025. Mary Walker provided a few updates- updated process for SEP amendments, we do not need an SEP amendment when you are scoping down an existing project- only needed if there is a major modification.

This item was for Information only

Agenda Item #14- Public Comments

There were no members of the public in attendance.

This item was for Information only

Agenda Item #15- Board Member Comments

No comments.

This item was for information only

Agenda Item #16- Upcoming Gulf Consortium Board Meeting

Mid-September, 2025.

This item was for Information only

Agenda Item #17- Adjourn

The meeting was adjourned at 4:49PM.

AGENDA ITEM 5b

**Gulf Consortium Board Meeting
September 30, 2025**

Consent Agenda

Item 5

**Report on Delegated Authority
Actions from May 1, 2025 – August 31, 2025**

Summary:

Staff report of actions carried out through delegated authority of the Board. There were 7 amendments, 1 new grant awarded, no new applications, 14 performance reports submitted, 14 Financial reports submitted, and 21 draw requests for SEP project work. A detailed listing of individual transactions follows.

6/16/2023	Draw Request	Manatee	18-2	850.26
6/16/2023	Draw Request	Santa Rosa	2-1	1,738.02
6/16/2023	Draw Request	Pasco	15-1	606.43
6/16/2023	Draw Request	Bay	5-2	11,674.53
6/16/2023	Draw Request	Hernando	14-1	54,405.32
6/16/2023	Draw Request	Hillsborough	17-1	17,366.63
6/26/2023	Accepted Award	Gulf	6-1	889,017.00
7/18/2023	Draw Request	Adaptive Planning	24-1	13,027.54
7/18/2023	Draw Request	Escambia	1-1	1,444.18
7/18/2023	Draw Request	Citrus	13-1	1,087.83
7/18/2023	Draw Request	Taylor	10-2	700.21
7/18/2023	Draw Request	Wakulla	8-1	1,225.37
7/18/2023	Draw Request	Okaloosa	3-4	1,400.42
7/18/2023	Draw Request	Citrus	13.3	1,400.42

Submission Date	Action Taken	County	Project No.	Amount
5/20/2025	Accepted Award Amendment	Wakulla	8-1	4,726,000.00
5/20/2025	Accepted Award Amendment	Levy	12-2	
5/22/2025	Draw Request	Adaptive Planning	24-1	6,452.43
5/22/2025	Draw Request	Monroe	23-1	15,177.80
5/22/2025	Draw Request	Pasco	15-9	11,894.57
5/22/2025	Draw Request	Citrus	13-5	9,402.82
5/22/2025	Draw Request	Hernando	14-1	152,148.37
5/23/2025	Draw Request	Bay	5-2	34,831.53
6/10/2025	Draw Request	Adaptive Planning	24-1	1,989.60
6/10/2025	Draw Request	Santa Rosa	2-1	757,452.25
6/10/2025	Draw Request	Okaloosa	3-4	826,852.09
6/17/2025	Accepted Award Amendment	Gulf	6-2	2,756,913.00
7/14/2025	Submitted Award Amendment	Taylor	10-2	1,855,529.00
7/14/2025	Submitted Award Amendment	Hernando	14-1	1,364,822.00
7/22/2025	Draw Request	Adaptive Planning	24-1	22,027.61
7/22/2025	Draw Request	Bay	5-1	5,251.57
7/22/2025	Draw Request	Hernando	14-5	3,239.97
7/22/2025	Draw Request	Pinellas	16-1	3,746.65
7/22/2025	Draw Request	Levy	12-2	6,669.00
8/11/2025	Accepted Award	Dixie	11-1	1,092,632.00
8/13/2025	Draw Request	Adaptive Planning	24-1	1,457.43
8/13/2025	Draw Request	Manatee	18-2	6,118.57
8/13/2025	Draw Request	Manatee	18-6	2,136.40
8/13/2025	Draw Request	Santa Rosa	2-1	60,105.13
8/13/2025	Draw Request	Manatee	18-1	72,843.65

Submission Date	Action Taken	County	Project No.	Amount
8/13/2025	Draw Request	Sarasota	19-1	4,636.38
8/13/2025	Draw Request	Citrus	13-2	2,682.79
8/13/2025	Financial Report	Adaptive Planning	24-1	
8/13/2025	Financial Report	Taylor	10-2	
8/13/2025	Financial Report	Wakulla	8-1	
8/13/2025	Financial Report	Manatee	18-1	
8/13/2025	Financial Report	Citrus	13-3	
8/13/2025	Financial Report	Pinellas	16-3	
8/13/2025	Financial Report	Taylor	10-1	
8/13/2025	Financial Report	Gulf	6-1	
8/13/2025	Financial Report	Okaloosa	3-5	
8/13/2025	Financial Report	Hernando	14-5	
8/13/2025	Financial Report	Pinellas	16-1	
8/13/2025	Financial Report	Hillsborough	17-1	
8/13/2025	Financial Report	Levy	12-2	
8/13/2025	Financial Report	Gulf	6-2	
8/19/2025	Submitted Award Amendment	Hillsborough	17-2	
8/28/2025	Submitted Performance Report	Hernando	14-5	
8/27/2025	Submitted Performance Report	Gulf	6-1	
8/27/2025	Submitted Performance Report	Taylor	10-1	
8/28/2025	Submitted Performance Report	Pinellas	16-3	
8/29/2025	Submitted Performance Report	Manatee	18-1	
8/28/2025	Submitted Performance Report	Okaloosa	3-5	
8/28/2025	Submitted Performance Report	Citrus	13-3	
8/28/2025	Submitted Performance Report	Taylor	10-2	
8/28/2025	Submitted Performance Report	Wakulla	8-1	
8/28/2025	Submitted Performance Report	Gulf	6-2	
8/27/2025	Submitted Performance Report	Hillsborough	17-1	
8/28/2025	Submitted Performance Report	Pinellas	16-1	
8/27/2025	Submitted Performance Report	Levy	12-2	
8/29/2025	Submitted Performance Report	Gulf Consortium	24-1	

AGENDA ITEM 6

**Gulf Consortium Board Meeting
September 30, 2025**

**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 8th 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 10/17/2025 to allow for time to prepare the draft SEP amendment prior to the December 2025 Board meeting.

Fiscal Impact:

We estimate the time involved in this SEP amendment to be (maximum) 40 hours (\$7,520) 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 preparation
- (2) Board direction

Recommendation:

Option 1

Attachments:

None.

Prepared by:

Dan Dourte
The Balmoral Group
On: September 18, 2025

Action Taken:

Motion to: _____, Made by: _____;

Seconded by: _____.

Approved____; Approved as amended____; Defeated_____.

AGENDA ITEM 7

**Gulf Consortium Board Meeting
September 30, 2025**

**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, 2025
- b) Income Statement from October 1, 2024 through August 31, 2025

Action Required:

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

Staff Recommendation:

Approve as proposed.

Prepared by:

Richard Bernier
The Balmoral Group
Controller
On: September 4, 2025

Action Taken:

Motion to: _____, Made by: _____;

Seconded by: _____.

Approved____; Approved as amended____; Defeated_____.

Gulf Consortium

Balance Sheet

As of August 31, 2025

	Aug 31, 2025
ASSETS	
Current Assets	
Checking/Savings	
Cash	
HESI Funds (Wells Fargo)	4,844,622.64
Grant Account (Wells Fargo)	1,265.33
Operating Account (United Comm)	193,276.32
Total Cash	5,039,164.29
Total Checking/Savings	5,039,164.29
Accounts Receivable	
Accounts Receivable	
Adaptive Planning	291,491.58
Grants Receivable (SEP)	101,692,365.30
Total Accounts Receivable	101,983,856.88
Total Accounts Receivable	101,983,856.88
Other Current Assets	
Other Current Assets	
Other Receivables	11,825.03
Prepaid Expenses	12,376.13
Total Other Current Assets	24,201.16
Total Other Current Assets	24,201.16
Total Current Assets	107,047,222.33
TOTAL ASSETS	107,047,222.33
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Payables	
Accounts Payable (Grants)	11,050.00
Accounts Payable (General)	1,600.00
Total Payables	12,650.00
Total Accounts Payable	12,650.00
Other Current Liabilities	
Accrued Liabilities	
Accrued Liabilities (Grants)	101,983,856.88
Total Accrued Liabilities	101,983,856.88
Total Other Current Liabilities	101,983,856.88
Total Current Liabilities	101,996,506.88
Total Liabilities	101,996,506.88
Equity	
Temp. Restricted Net Assets	4,828,943.96
Unrestricted Net Assets	98,694.97
Net Income	123,076.52
Total Equity	5,050,715.45
TOTAL LIABILITIES & EQUITY	107,047,222.33

Gulf Consortium

Profit & Loss

October 2024 through August 2025

	<u>Adaptive Planning</u>	<u>General Fund</u>	<u>HESI/Transocean Funds</u>	<u>SEP Grants</u>	<u>TOTAL</u>
Income					
Adaptive Planning Grant	52,711.54	-	-	-	52,711.54
Direct Contributions	-	108,008.00	-	-	108,008.00
Grant Funds - SEP	-	-	-	4,729,567.55	4,729,567.55
Interest and Other income	-	-	85,689.73	-	85,689.73
Total Income	<u>52,711.54</u>	<u>108,008.00</u>	<u>85,689.73</u>	<u>4,729,567.55</u>	<u>4,975,976.82</u>
Expense					
Adaptive Planning	52,711.54	-	-	-	52,711.54
SEP Grants	-	10,669.00	-	4,729,567.55	4,740,236.55
General Consortium Expenses					
Other Expense	-	45.40	-	-	45.40
Bank Fees	-	5.34	555.09	-	560.43
Meeting Expense	-	2,396.88	-	-	2,396.88
Management Fees	-	49,162.00	-	-	49,162.00
Legal Fees	-	7,787.50	-	-	7,787.50
Total General Consortium Expenses	<u>-</u>	<u>59,397.12</u>	<u>555.09</u>	<u>-</u>	<u>59,952.21</u>
Total Expense	<u>52,711.54</u>	<u>70,066.12</u>	<u>555.09</u>	<u>4,729,567.55</u>	<u>4,852,900.30</u>
Net Income	<u><u>-</u></u>	<u><u>37,941.88</u></u>	<u><u>85,134.64</u></u>	<u><u>-</u></u>	<u><u>123,076.52</u></u>

AGENDA ITEM 8

**Gulf Consortium Board Meeting
September 30, 2025**

**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 2024-2025, costs are estimated to total approximately \$77,000 (at this writing, the fiscal year is not closed out) and include approximately 436 hours of management time. For the fiscal year 2025-2026, total costs are estimated to total approximately \$99,035 and include approximately 415 hours of management time. 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.

The budget assumes one in-person meeting as per Board direction. Meeting and travel expense are budgeted for the 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 \$78,666. 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 \$21,250 for audits (single and financial). Costs of programmatic software (grants management and accounting) are estimated at about \$13,000, and required training costs are estimated at \$12,124. 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 260 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 \$89 million during the current year, using the SEP-planned grant milestones to date. Active grants (either awarded or submitted) total \$129 million at the time this budget was prepared. For FY 2025-26, 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 \$193.1 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 2.15% of total grant value processed.

The legal expense is the lesser of 1.83% of the anticipated drawdowns or \$90,000, the contractual maximum legal that can be invoiced. The fiscal agent fees are based on .03% of the draw downs.

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 \$205,000 of these funds to use on their projects. They are currently earning 3.8% interest and have been budgeted at \$150,000.

Attachments:

(1) Proposed budget for fiscal year running from October 1, 2025 to September 30, 2026.

Options:

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

Prepared by:

Richard Bernier
The Balmoral Group
Finance Manager
On: September 4, 2025

Action Taken:

Motion to: _____, Made by: _____;

Seconded by: _____.

Approved____; Approved as amended____; Defeated_____.

Proposed Budget
Fiscal Year 2025-2026

Gulf Consortium Proposed Budget Fiscal Year 2025-2026

Note: Trust Fund Balance as of April 2025 = \$193,108,649

Budget					
Beginning Funds Balance	-	-	4,828,944	-	
REVENUES	County Funds	Adaptive Planning	SEP Funds	HESI Funds	Total
County Funding	99,015				\$ 99,015
Adaptive Planning Grant		78,666			78,666
Florida SEP Grant			89,000,000		89,000,000
Settlements					-
Interest				150,000	150,000
TOTAL REVENUES	\$ 99,015	\$ 78,666	\$ 89,000,000	\$ 150,000	\$ 89,327,681
DISBURSEMENTS					
Adaptive Planning					
Financial, Audit & Reporting		32,389			32,389
Risk, Procurement & Amendments		20,535			20,535
Training		12,734			12,734
Software		13,008			13,008
Subtotal Adaptive Planning Expenses		78,666			78,666
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	78,000				78,000
Legal Expense	15,000				15,000
Meeting and Travel Expense	3,000				3,000
*Miscellaneous	3,015				3,015
Subtotal General Operating	99,015				99,015
TOTAL EXPENSES	99,015	78,666	44,500,000	1,000,000	44,677,681
Funds Balance	-	-	44,500,000	3,978,944	44,500,000

Individual County Assessment change:		<u>Needed</u>	<u>Current</u>
15 Large Counties from	\$ 4,305	-	4,696
8 Small Counties from	\$ 4,305	-	4,696
Based on 1 in person Board meetings - Printing, facility charges, AV			

AGENDA ITEM 9

**Gulf Consortium Board Meeting,
September 30, 2025**

**Agenda Item 9
Gulf Consortium 2026 Meeting Calendar**

Statement of Issue:

This agenda item seeks approval of the Gulf Consortium 2026 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 2026 Board meeting calendar:

<u>Date Range</u>	<u>Notes on Dates</u>	<u>Location</u>
February 10-13, 2026	Tue – Fri (FAC Legislative Day is Jan 21, 2026)	Online
June 23-26, 2026	Tue – Fri (FAC Annual Conference Jun 23-26)	In-person: Orlando
September 22-25, 2026	(FAC Innovation and Policy Sep TBD, 2026)	Online
December 8-11, 2026	(FAC Legislative Conference Dec 2-4, 2026)	Online

Four dates are proposed for 2026. 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:

Move this item to the full Board for consideration at the Board meeting.

Attachments:

None.

Prepared by:

Dan Dourte
The Balmoral Group
On: September 8, 2025

Action Taken:

Motion to: _____, Made by: _____;

Seconded by: _____.

Approved____; Approved as amended____; Defeated_____.

AGENDA ITEM 10

**Gulf Consortium Board Meeting
September 30, 2025**

**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:

Gulf County's project 6-1: Sewer Improvement Program was funded for acquisition to purchase a private wastewater collection system that was being treated at an aging WWTF and re-routing wastewater to the City's improved WWTF. Acquisition is currently completed and sewer system upgrades were completed by City of Port St. Joe

Attachments:

Slides on project 6-1: Sewer Improvement Program (Gulf County)

Action Required:

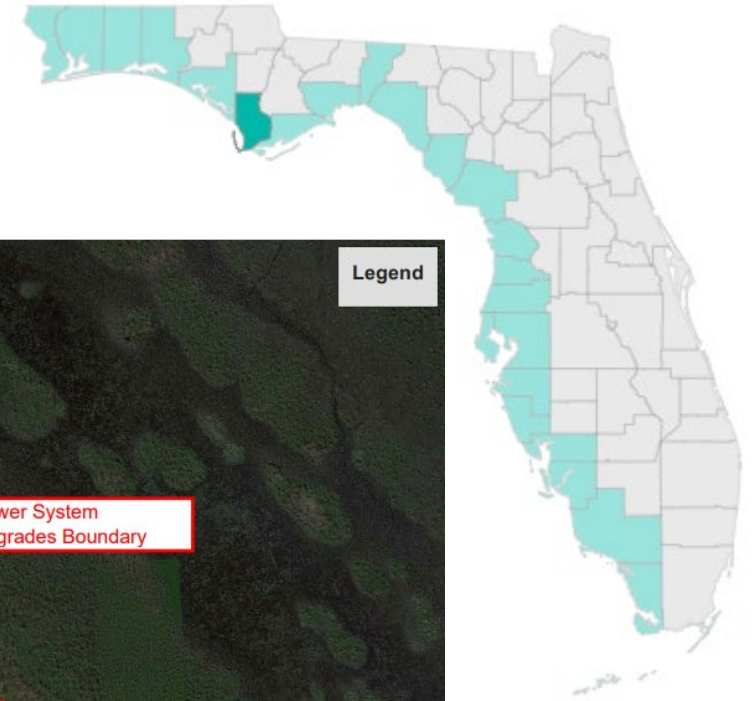
None; informational only.

Prepared by:

Dan Dourte
The Balmoral Group
On: September 8, 2025



Project Highlight:
**6-1: Sewer
Improvement
Program (Gulf
County)**



Background:



- Protection/improvement of water quality in Apalachicola Bay and St. Joseph Bay is of significant economic and ecological importance. This project will improve water quality and reduce nutrient and bacterial loads by replacing failing sewer infrastructure directly adjacent to St. Joseph Bay, and by enabling the abandonment of septic systems near public beaches and the portions of the Apalachicola River watershed

Goals:



- RESTORE Comprehensive Plan
 - Goal 2: Restore Water Quality and Quantity (primary)
 - Goal 1: Restore and Conserve Habitat

Approach:

- The project consists of the acquisition an existing system of 23,908 ft of collection lines, 2 manholes, 1,650 feet force mains, and 3 lift stations. Gulf County established an interlocal agreement/sub-recipient agreement with the City of Port St. Joe specifically for this project.





List Station – Americus Ave



List Station – Gulf Aire

Plans image credit: Gulf County

Key Personnel:

- Sherry Herring (Gulf)

Timeline:

- Awarded June 2023; Acquisition Sept 2023; Appraisal/Award Appraisal accepted May 2024

Progress and status:

- RESTORE funding supported Gulf County and City of Port St. Joe, Florida in acquisition and purchase of ESAD Enterprises, Inc. private sewer system
- Funding for sewer system upgrades (lift station improvements) were completed by the City of Port St. Joe

6-1: Sewer Improvement Program (Gulf County)

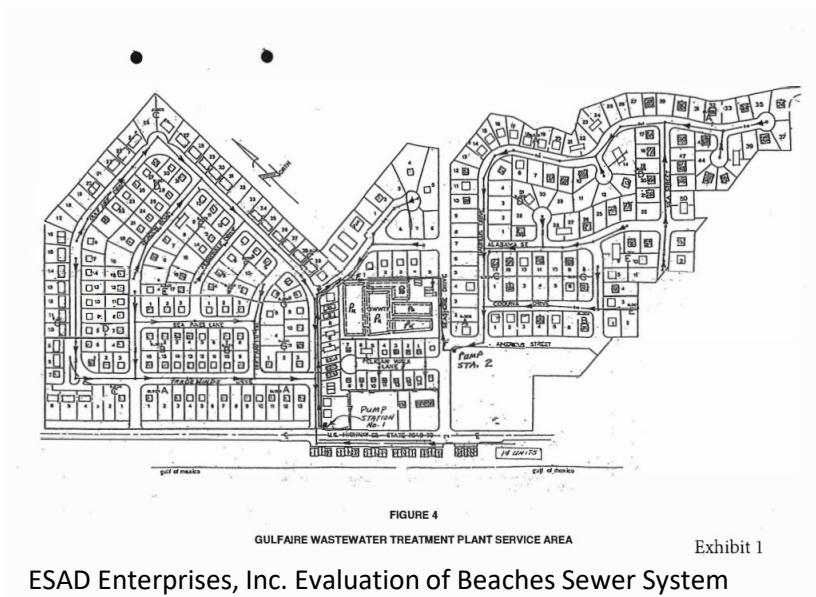


Image credit: Gulf County

Wastewater Collection System – Inventory of Assets conveyed to City of Port St. Joe from ESAD system

Table 1: Sewer lines, manholes, lift stations conveyed (these are the major system components of value)

Item	Pipe Diameter	Pipe Material	Length or quantity
Gravity lines	6 in	Clay/PVC	7,875 ft
Gravity lines	8 in	Clay/PVC	16,033 ft
Force Mains	2 in	PVC	940 ft
Force Mains	6 in	PVC	1560 ft
Manholes	NA	Concrete	Quantity: 62
Lift stations	Concrete	Concrete	Quantity: 3



AGENDA ITEM 11

**Gulf Consortium Board Meeting
September 30, 2025**

**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 8, 2025

AGENDA ITEM 12

**Gulf Consortium Board Meeting
September 30, 2025**

**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 June through the end of August, there were 3 monetary amendments, 1 new grant awarded, 1 application resubmittal, and 15 draw requests for SEP project work. August is a very busy time now with the new reporting periods, and staff submitted 14 performance reports and 14 Financial reports submitted. Thanks to all RESTORE Coordinators for timely providing needed information.

Consortium policy requires annual risk assessments, and this year staff has noted significant delays in receiving OSAs. Several counties still had not provided their OSAs as of the preparation of this report:

Charlotte	Jefferson
Citrus	Levy
Collier	Taylor
Franklin	Wakulla
Hillsborough	

Staff requests diligent attention to the risk assessments.

Currently we have 54 projects in various stages of activity: \$145M in active awards, \$3M under RESTORE review, and \$23M closed or withdrawn. Processing time for awards and amendments has continued to improve during this calendar year.

Staff has continued with the quarterly review schedule with 20 counties that have active projects. Monthly meetings with RESTORE continue to improve communication and award/amendment and reporting efficiency for both RESTORE and the Consortium.

As the Board is aware, RESTORE conducted a site visit earlier this year, and confirmed following the site visit that no findings were identified and the overall review was positive. In July, RESTORE reached out to conduct a random desktop review of a specific grant transaction, including invoices and/or payments, timesheets, payroll registers, other financial documentation, evidence of monitoring activities, meeting minutes, and reports that reflect subrecipient oversight. Staff was able to timely provide all requested documents. In September, RESTORE commended the documentation produced, and confirmed that the review was positive, with no issues noted.

Attachments:

None.

Action Required:

None; informational only.

Prepared by:

Valerie Seidel, The Balmoral Group

On: September 22, 2025

AGENDA ITEM 13

**Gulf Consortium Board Meeting
September 30, 2025**

**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 8, 2025

AGENDA ITEM 14

**Gulf Consortium Board Meeting
September 30, 2025**

**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 8, 2025