

Choctawhatchee Basin Alliance
Advisory Board Meeting Minutes
April 4, 2007

In Attendance: Al Wenstrand, Dennis Peters, Ross Hamilton, Holly Booyse, Mitch Shank, Mark Shaeffer, Mike Flynt, Jerry Najarian, Tom Patton, James Ward, Jim Chitwood, Kate Hartman, Julie Terrell, Alison McDowell, Phillip Ellis, Sarah Kalinoski, and Lauren Nowling.

1. Opening Remarks:

- a) Chairman Wenstrand called the advisory board meeting of the Choctawhatchee Basin Alliance to order at 4:05 p.m., Wednesday, April 4, 2007.
- b) Mark Shaeffer introduced Kate Hartman, his associate at Baskerville Donovan, Inc., to the advisory board.
- c) Al Wenstrand expressed the sincerest condolences of the CBA Advisory Board and Staff to Jerry Najarian regarding the death of his wife Betty.

2. Review of March Meeting Minutes:

- a) Minutes were distributed to the advisory board members prior to the meeting.
- b) Mike Flynt motioned to approve the meeting minutes from March.
- c) Ross Hamilton seconded the motion.
- d) The March meeting minutes were approved unanimously.

3. Budget Report Update:

- a) Ross Hamilton was introduced to give an update of the CBA budget.
- b) The budget was accepted as presented.
- c) Mr. Hamilton explained to the advisory board that CBA has received a signed NPDES contract from Walton County. There are still two invoices of \$56,225.00 outstanding from Walton County but those funds are expected soon.
- d) Mr. Hamilton also explained that the Cessna Park Stormwater Remediation Project is progressing on schedule and CBA is in negotiations with Tindle and Cal Calahan to add the grassy pavers to the project.

4. Project and NPDES Contract Updates:

- a) Julie Terrell was introduced to give a brief update on current CBA projects and the NPDES Contracts.
- b) Julie stated that the Florida Forever Grant was obtained for funding the Liza Jackson Project. The project is currently in the review process with the Northwest Florida Water Management District for \$199,000.00 for construction of the east canal at the park. Julie is hoping to amend the contract to allow for partial payment reimbursement instead of 100% cost reimbursement. CBA has 2 years to spend the construction money for this project.
- c) CBA has submitted a grant to USFWS requesting \$50,000.00 for design funds for the Liza Jackson Project. Unofficially it appears that CBA could be awarded \$20,000 to \$25,000 of the request. The City of Fort Walton Beach may have another \$25,000.00 available for CBA to use so that we can go out to bid for the design of this project, which is expected to cost about \$50,000.00.
- d) Tom Patton and Mark Shaeffer both suggested putting out separate bids for the design and construction of Liza Jackson Park. Both board members expressed concerns with the 2 year time frame and suggested fast-tracking the project.
- e) Julie explained that a hydrology study will be conducted on some of the Coastal Dune Lakes in collaboration with the University of Florida. The hydrology study will be a 2 year project using wells to measure different parameters such as water sources, ground water, etc. Phillip Ellis and the UF staff will be doing site reconnaissance soon to determine position of the wells.

- f) CBA hopes to conduct a community-wide campaign to increase the membership base as well as to pursue larger gifts. The increase in revenue will enable CBA to start an endowment fund within the OWC Foundation to provide matching funds for future projects.
- g) Julie gave an update regarding the Cessna Park Stormwater Remediation Project. Tindle is currently moving dirt and creating the wet retention area, in line with their 120 day timeline. Julie has been in contact with the Walton County Board of County Commissioners and they have appropriated funds for the grassy pavers option that will replace 1150 square yards of asphalt initially proposed for the project. Julie is working on a change order for the grassy pavers with Tindle Enterprises.
- h) Julie mentioned that she hopes to do a large kick-off opening at Cessna Park once the project is complete. She also explained that CBA hopes to do a second planting of *Spartina alterniflora* in May of this year using funds provided by the US Fish and Wildlife Service.
- i) Julie showed the board members an anonymous package received from a concerned citizen regarding a proposed Asphalt Plant in Walton County. The citizen was asking CBA to review the documents.
- j) Julie explained that the Gap Creek project is currently on hold. CBA is waiting for an inter-local agreement between the City of Fort Walton Beach and Okaloosa County. Funding for this project still needs to be obtained but the agreement must be signed first in order to proceed.

5. Mr. James Chitwood – Mattie M. Kelly Cultural & Environmental Institute at OWC:

- a) Mr. James Chitwood, Executive Director for College Advancement at OWC, was introduced to give a brief presentation about the Mattie M. Kelly Cultural & Environmental Institute and the OWC Foundation.
- b) Mr. Chitwood explained that the Mattie M. Kelly Cultural & Environmental Institute was formed in 1997 to the intent of the will of Mattie Kelly. Three years of legal matters were ended in January of 2007 which allowed OWC to sell the Mattie Kelly Estate. Proceeds from that sale were put into an endowment with the OWC Foundation.
- c) Mr. Chitwood explained that the relationship between CBA and the Mattie M. Kelly Cultural & Environmental Institute is a partnership where both parties help one another in any way possible.
- d) Mr. Chitwood explained that OWC hopes to hire an Environmental Chair by August 2007 and that CBA will have representation on the selection committee for the chairperson.

6. New Business:

- a) Al Wenstrand explained that Phillip Ellis, CBA's Project Coordinator, has submitted a letter of resignation to the CBA board and staff. Phillip explained that he was thankful for all of the opportunities that CBA has given him. He is interested in pursuing new avenues.
- b) Julie asked the board for a motion to take Phillip's letter to OWC Human Resources and begin to advertise for his replacement.
 - i) James Ward motioned to submit the letter and advertise for the vacancy.
 - ii) Jerry Najarian seconded the motion.
 - iii) The motion was approved unanimously.
- c) Mitch Shank mentioned that he appreciated Phillip's previous presentation regarding the Coastal Dune Lakes. He stated that it was 'on target' and simple to understand. Mitch noted that CBA needs to make a similar presentation to local entities to make an impact and possibly acquire some funding. He feels that it would be beneficial to show people what impact CBA is making on the Coastal Dune Lakes and the Choctawhatchee Bay.
- d) Mr. Shank also asked the fellow board members and staff to think about the answers to the following questions: How does CBA learn from larger entities observing systems on a global scale? Where is CBA and where do we want to go? What does CBA want the real outcome to be and what does CBA want to do?
- e) Julie Terrell suggested that she give a brief synopsis of all of CBA's projects and monitoring efforts at the next board meeting. This would ensure that all of the board meetings were on the same page regarding CBA's current endeavors.

f) Julie stated that CBA would like to update the current letterhead and envelopes to include the color CBA logo as well as a statement regarding the partnership of CBA with the Mattie Kelly Cultural & Environmental Institute. She also expressed CBA's interest in having t-shirts printed with the same information. Julie wanted to know the opinion of the board on this matter.

g) James Ward, Holly Booyse and Al Wenstrand all stated that this would be beneficial to CBA.

i) Ross Hamilton motioned to endorse this idea in philosophy and to review a template for printing.

ii) Mike Flynt seconded the motion.

iii) The motion was approved unanimously.

h) Julie explained that CBA will be doing bacteria monitoring on Liza Jackson Park. CBA plans to do umbrella sampling in coordination with the Okaloosa County Health Department. She stated that CBA hopes to expand the bacteria monitoring into Garniers as well.

i) Tom Patton stated that CBA needs to take another look at publicizing the information received from the HAAS Center Economic Impact Report. Ross Hamilton stated that it would be beneficial for CBA board members and staff to give some public power point presentations dealing with threats to the bay and lakes and some solutions to those threats.

7. Meeting Adjourned:

a) Chairman Wenstrand adjourned the advisory board meeting at 6:10 p.m.