

Subject to Board Approval

Minutes

Monthly Business Meeting

Collier Soil and Water Conservation District
14700 Immokalee Road, Naples, Florida 34120

A Regular Meeting of the Board of Supervisors was called to order **May17, 2012** at 8:32 a.m.

Present: Supervisor Dennis Vasey, Supervisor Stan Weiner, Vice Chairman; Supervisor Tom Cravens; Supervisor Jim Lang; Supervisor Bruce Reichert, Treasurer

I. Pledge of Allegiance

II. Introduction of Guests

III. Approval of Agenda – Mr. Reichert motioned, Mr. Weiner 2nd, all ayes, Agenda approved.

IV. Approval of Meeting Minutes – March, 2012– Note: Minutes for approval are for March. April minutes unavailable. Mr. Cravens motioned, Mr. Vasey 2nd, all ayes, Minutes approved for audit.

V. Finance Reports – April, 2012 Trial Balance – Mr. Vasey motioned, Mr. Lang 2nd, all ayes, Finance Reports approved for audit.

- Draft 2012-2013 Budget Review – Approve draft budget, Mr. Vasey motioned, Mr. Weiner 2nd, all ayes, 2012-2013 budget approved with modifications (see notes attached).

VI. Reports

1. District Conservationist's Report – Mr. Bob Beck, District Conservationist – Mr. Beck reviewed his monthly report with the Board members.
2. District Consultant's Report – Mr. Michael Ramsey – Mr. Ramsey submitted the Cairo property report. Upon receipt and deposit of ROMA mitigation credit payment, Ms. Bucceri will notify Mr. Ramsey so he may resume certain ROMA area maintenance activities.
3. Lower West Coast/Big Cypress Basin MIL

VII. Old Business

1. ESRI Software Update – After some issues (receiving the incorrect software CD, missing registration number, etc.) the new software update is now up and running.
2. Okaloacoochee Slough Management Plan Advisory Group Meeting - The 2nd or 3rd week in July as a tentative meeting date has been approved by both Mr. Weiner and Mr. Reichert as our reps for this meeting.
3. Pollution Control Laboratory/Lantern Lake Testing - Ms. Bucceri submitted the District's invoice to the Water Symposium/Mr. Ramsey via email on April 27 and is awaiting payment for first set of water tests.
4. 2011 Audit – MD&A Review - Ms. Bucceri presented a revised draft of the Manager's Discussion and Analysis for review. The members agreed this version would be forwarded to the auditor for inclusion in the final audit for 2011.

VIII. New Business

1. 2012-2013 FMIT Insurance Renewal - (Non Profit Professional Liability Insurance) is coming up. Mr. Vasey is signing the Confirmation of Material Info form today to begin the process.
2. New NGGE ROMA Mitigation Contract – Smead #2012-0067 – Received a reservation request for a mitigation purchase. Credit cost totals \$24,192.00 to be deposited for expenses incurred during maintenance activity in the NGGE ROMA.
3. Florida Association of Special Districts Annual Conference – Ms. Bucceri requested approval for registration fees and one night's lodging to attend the FASD annual conference. Mr. Vasey motioned, Mr. Lang 2nd, all ayes, expenditure approved.

IX. Announcements/Public Comment

X. Next Board Meeting – June 21, 2012 or call of the Chairman. Mr. Cravens advised that he will be unable to attend the June 21 meeting.

XI. Adjournment – Adjournment was called at 9:25 a.m.

Draft FY12-13 Budgets for discussion/review

Unanimously Approved at Regular Business Meeting, May 17, 2012 (see Item V5 above).

- Gen. Op. – Estimate \$135,000 carryover at fiscal year end
- Increase Payroll 2 ½ - 3% for upcoming year
 - Increase Health Insurance Reimbursement from \$325 to \$350 quarterly. Has not been changed since before Nov. of 2006. (or ever?)
 - Adjusted Admin. Fees downward from ROMA and Land Trust accts.
 - *Increased #6131 CSWCD Computer Equip. to \$750 to accommodate purchase of new hard drive for Administration. Current machine was purchased in 2007 and is presenting some issues. *This item moved to 2011-2012 budget to secure new hard drive for administration and purchase of a new laptop for Urban MIL office also.*
- ROMA - Estimate \$30,100 carryover (\$6,100 now plus \$24K from ROMA client Smead (should be paid within the next couple of weeks).
- Motion to hold the cost per mitigation credit at current level; all ayes, approved
 - Adjusted bank interest income down based on bank statements
 - Conservative estimate for new ROMA mit. requests
 - *Eliminated “Training” and “Chemical Expense” from new budgets*
 - **Return this item for 2012-2013 as “Labor and Chemical” at \$8,000.*
 - No change to “Report Prep” account
 - Need estimate of “Labor Treatments” expense (was \$10,700)
 - Suspended first six months of Admin. fees and lowered 2nd half of new fiscal year’s fees
- Land Trust - Estimate \$50,500 carryover
- Adjusted Admin. Fees down from \$210/mo. to \$175/mo.
 - Lowered Reporting/Monitoring from \$800 to \$600
 - Lowered Land Mngmt. Labor from \$3,600 to \$1,600