

**Minutes**  
**Regular Meeting**  
Collier Soil and Water Conservation District (CSWCD)  
Golden Gate Community Center  
4701 Golden Gate Parkway, Naples, Florida 34116

A Regular Meeting of the Board of Supervisors was called to order September 20, 2018, at 9:00 a.m. Supervisor Nancy Richie, Treasurer; Supervisor James Lang; and Supervisor Rob Griffin were present.

Also present were Agricultural MIL Supervisor/District Administrator Mark Siverling, Urban MIL Supervisor James Nikolich, and Natural Resources Conservation Service (NRCS) District Conservationist Carlos Torres.

**I. Pledge of Allegiance**

**II. Introduction of Guests:** None

**III. Approval of Agenda:**

Motion to approve the Agenda: Supervisor Lang; second, Supervisor Richie.

*Vote: All yea.*

**IV. Approval of Regular Meeting Minutes:** for July 2018.

Motion to approve the July 2018 Minutes: Supervisor Lang; second, Supervisor Griffin.

*Vote: All yea.*

**V. Public Comments:** None

**VI. Reports:**

- a. District Conservationist Report: Mr. Carlos Torres reported that NRCS has given a grant to Collier County for ditch debris removal from Hurricane Irma. Grower cost-share programs for Collier and Lee Counties include 12 active contracts (for \$800,000) and two new contracts (for \$184,000). The District Conservationist position in Lee County has found a candidate and the NRCS is waiting for them to accept the position.
- b. Financial (written report): Provided by Mark Stout, CPA.
- c. District Status Report: Mr. Siverling reported that Florida Department of Agriculture and Consumer Services (FDACS) has paid for the past two quarters of the Agricultural MIL and is now caught up on payments owed to the CSWCD. The Agricultural Mobile Irrigation Lab (MIL) has been busy with field work and is on track to complete quarterly goals. Mr. Nikolich reported that the contract contact person for the Big Cypress Basin (BCB) Urban MIL has left and he is awaiting a replacement.
- d. Community Outreach: No discussion.

**VII. Old Business:**

- a. Office location update: Mr. Torres reported that the NRCS received three bids for office space contracts in Collier County, but all three withdrew, so more bids will be accepted. Supervisor Griffin said that he has been in contact with the Collier County Commissioners about the possibility of the NRCS and CSWCD returning to the previous office, after hurricane damage is repaired. Supervisor Griffin has drafted a letter to Twyla Leigh at the Extension Service and will send it this week.
- b. Urban MIL funding: Mr. Nikolich said that the Urban MIL is currently seeking additional funding partnerships. The current purchase order lasts through September. Mr. Siverling agreed to invite Ms. Lisa Keillor of the BCB to the next CSWCD Board meeting. Supervisor Richie offered to meet with government officials on Marco Island, and Supervisor Lang agreed to meet with the City of Naples, to see if additional funding can be secured.
- c. Association of Florida Conservation Districts – Motion to pay dues to the AFCD, not to exceed \$100: Supervisor Richie; second, Supervisor Lang.

*Vote: All yea.*

If the AFCD requires higher dues, that will be added to the agenda of the next meeting.

**VII. New Business:**

- a. Replacement of Chairman: Supervisor Clarence Tears is the Vice Chairman and will chair the next board meeting, as per the Supervisor's Handbook.
- b. Recognition for outgoing Chairman: Motion to approve purchase of two plaques for recognition of service for outgoing Board Members, not to exceed \$60: Supervisor Lang; second, Supervisor Richie.  
*Vote: All yea.*
- c. 2017 Audit: Mr. Siverling reported that the audit for FY 2017 is late, because of protracted negotiations with the FDACS over reimbursement amounts. The audit has been completed and had no findings. It will be reviewed by the supervisors, signed by Supervisor Richie, and submitted to the state by the bookkeeper.
- d. Financial Procedures Handbook Update: Motion to update the Financial Procedures Handbook to clarify Florida Retirement System contributions for staff bonuses: Supervisor Lang; second, Supervisor Richie.  
*Vote: All yea.*
- e. AFCD Annual Meeting Update: Supervisor Griffin said that he attended the AFCD Annual Meeting as a private citizen and was impressed by the activities of other SWCDs. The AFCD provided new Supervisor Handbooks to all SWCD boards.

**VIII. Communications:** Letter from Department of Economic Activity regarding audit submittal.

**IX. Public Comments:** None

**X. Next Regular Meeting:** Tentatively scheduled for October 18, 2018, depending on BCB staff availability.

**XI. Adjourn:** Motion to adjourn the meeting: Supervisor Lang; second, Supervisor Griffin.

*Vote: All yea.*