

**Minutes**  
**Regular Meeting**

Collier Soil and Water Conservation District (CSWCD)  
Agricultural Center  
14700 Immokalee Road, Naples, Florida 34120

A Regular Meeting of the Board of Supervisors was called to order April 18, 2019, at 9:00 AM  
Supervisor Nancy Richie, Chairman; Supervisor Jim Lang, Vice Chairman; Supervisor Samantha Bruntjen,  
Secretary; and Supervisor Rob Griffin were present.

Also present were District Conservationist Mitchell Aman, Agricultural Mobile Irrigation Lab (MIL)  
Supervisor/District Administrator Mark Siverling, and Agricultural MIL Technician James Nikolich.

**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 March 2019.

Motion to approve the March 2019 Minutes: Supervisor Richie; second, Supervisor Lang.

*Vote: All yea.*

**V. Public Comments:** None

**VI. Reports:**

- a. District Conservationist (DC) Report: Mr. Aman reported some upcoming events that the board might be interested in attending:

A Technical Advisory Committee Meeting on May 21<sup>st</sup> in Gainesville

The Blackstone Preserve Ribbon Cutting on April 24<sup>th</sup> in Lehigh Acres

He said that he is working on Environmental Quality Incentive Plan (EQIP) grants for 6 landowners, and will work on other funding pools next. He recommended that the CSWCD ensure its website is compliant with the Americans with Disabilities Act.

- b. Financial Report: Mr. Mark Stout, CPA, provided a written financial report.

- c. District Status Report: Mr. Siverling reported that the Agricultural MIL is on schedule for annual irrigation evaluation goals. Mr. Camilo Gaitan, contract manager from Florida Department of Agricultural and Consumer Services (FDACS), came in the field with the MIL last week and gave a good report. MIL staff is working on the current quarterly invoice for FDACS.

**VII. Old Business:**

- a. Urban Mobile Irrigation Lab: Supervisors reported discussions with several local government councils and managers about reviving funding for the Urban MIL program, but have not reached any deals yet.

- b. Office location update: Supervisor Griffin said that he has been in contact with the Area Conservationist about the CSWCD moving back into the Collier County/University of Florida building at 14700 Immokalee Road. Because it seems no progress has been made, he will take his concerns to State Conservationist Russell Morgan.

- c. Update of Financial Procedures: Mr. Siverling introduced proposed changes to the Financial Procedures Handbook to detail the handling of petty cash, and to ensure that bonuses are not included in Florida Retirement System calculations. Motion to approve the updated Financial Procedures Handbook, Supervisor Lang; second, Supervisor Bruntjen.

*Vote: All yea.*

- d. District Property Map: Supervisor Griffin said that he is working with the Collier County Property Appraiser to obtain a map of the CSWCD's 27 properties. There might be a fee involved. Motion to approve expense of producing a map of the CSWCD properties, not to exceed \$100, Supervisor Lang; second, Supervisor Richie.

*Vote: All yea.*

**VII. New Business:**

- a. AFCD Area Meeting: Supervisor Griffin reported that he and District Conservationist Aman attended the Area 4 Meeting of the Association of Florida Conservation Districts, at historic Adams Ranch. He said that it was well-attended and productive, and that a resolution about Lake Okeechobee was moved forward to committee. He would like the CSWCD to host an Area 4 meeting in the near future and will be in discussions with staff and the District Conservationist about details.

**VIII. Communications:** None

**IX. Public Comments:** None

**X. Next Regular Meeting:** Scheduled for May 16, 2019, at the Agricultural Center: 14700 Immokalee Road.

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

*Vote: All yea.*