

Agenda
Marion Soil and Water Conservation District (MSWCD)
Regular Board Meeting

CALL IN NUMBER: (515) 604-9578

ACCESS PIN: 633286

June 9, 2020

9:30 AM

PLEASE NOTE: Individuals wishing to address the Board will need to sign in. A three-minute time limit will be administered to each of these individuals. PLEASE MUTE ALL PHONES. Thank you.

Call to Order

Roll Call

Proof of Publication

Chairman's Comments Regarding the Agenda

Public Comments on the Agenda Items Only

CONSENT AGENDA

(A motion to approve the items on the consent agenda is to approve items if unanimous consent from last workshop meeting.)

1. MSWCD Board Minutes # 1
2. MSWCD Board Financial Report # 6

PROPOSED MOTION: I move that the MSWCD consent agenda be approved as presented.

Action Items

1. Tom Cartwright to research grants for septic tanks and to speak with Clegg Hooks
2. Vivi Serena to take a one-hour course for Ameris ACH
3. Richard McGinley and/or Justin Albright to speak with Growth Services
4. Richard McGinley and Brent London to speak to school official(s) and the School Board, regarding the SC Farm Bureau Book Club
5. Justin Albright to speak with Junior Achievement regarding Farm Inc
6. Supervisors and staff to attend the Annual AFCD Meeting, September 9th thru the 11th
7. The Board to reach out to Farm Bureau to speak at a workshop about partnering locally
8. The Board to evaluate the contests next year to see which ones should be eliminated
9. The Board to develop a pamphlet or brochure with pictures of what we offer to the constituents
10. The Board to grant \$100 stipend to the Speech winner for travel to the Area II Meeting Competition
11. The Board to look into other book options for the local schools
12. The Board to look into the cost of licensing and bonding
13. The Board to speak with our local Senators and Representatives regarding what the Board offers
14. Ann Bishop to reach out to other districts regarding the ADA Compliance templates
15. Ann Bishop to update the website
16. Ann Bishop to purchase auctions items for the annual AFCD meeting, not to exceed \$100

AGENDA

1) Financials

- Update

- Licensing & Bonding

2) MCBCC

- Commissioner One on Ones
- Budget Workshop
- Large Scale Amendment

3) NRCS Report

- Program Update
- MSWCD Monthly Activities Report #19

4) FDACS Report

- Technician Performance Monitoring #10
- Cost Share Materials
 - Brochure #12
 - Flyer #14

PROPOSED MOTION: I move that this cost share materials be approved as presented.

- Cost Share Update
 - Agreements
 - Brian Allison (\$3000.00, approved via email: 3 in-favor, 2 no-response)
- PROPOSED MOTION: I move that this cost share agreement be approved.

5) Staff Report & Recap

- District Update
 - AFCD
 - Staff
 - Website
 - Annual Meeting
 - Contests
 - Awards
 - 2020-2021 Fiscal Year
 - Miscellaneous
 - Apparel
 - Classes
 - Audit
 - Financial Disclosures
 - Qualifying Period
 - Travel
 - Workshop

PROPOSED MOTION: I move that MSWCD cancel their June and July workshops, scheduled on June 23rd and July 28th, but combine these workshops with the regular board meetings, which proceed these workshops scheduled on July 14th and August 11th, respectively.

6) Upcoming Events

- Qualifying Period – June 8/12
- FDACS Reporting Due – June 15
- 990 N Due – June 15
- FCDEA Meeting – June 16
- MSWCD Workshop – June 23
- Financial Disclosure/Audit Due – June 30
- End of Fiscal (State) and Quarter (County) – June 30
- AFCD Webinar – July 1
- Fourth of July – Office Closed – July 3 (Observed)
- MSWCD Meeting – July 14
- FDACS Reporting Due – July 15
- Budget Hearing – July 16
- MSWCD Workshop – July 28
- BMP Quarterly Meeting – August 5

7) General Public Comments

8) Supervisor Comments

9) Meeting Adjournment

Our next board meeting is scheduled for June 23, 2020 at 9:30 AM at the USDA Ocala Service Center, unless the Board cannot meet at the Service Center due to the pandemic; then, the meeting will be held via teleconference.

MSWCD's regular meetings are held at 9:30 AM on the 2nd Tuesday of each month and their workshops are held the 4th Tuesday of each month at 9:30 AM. Both meetings are located at the USDA Ocala Service Center's Conference Room at 2441 NE 3rd St., Ste 204-2, Ocala, FL 34471 For more information, call (352) 414-7808.

Minutes
Marion Soil and Water Conservation District (MSWCD)
Regular Board Meeting

CALL IN NUMBER: (515) 604-9578

ACCESS PIN: 633286

May 12, 2020

9:30 AM

PLEASE NOTE: Individuals wishing to address the Board will need to sign in. A three-minute time limit will be administered to each of these individuals. PLEASE MUTE ALL PHONES. Thank you.

Call to Order

The meeting was called to order by Secretary Vivi Serena at 9:40 AM.

Roll Call

- Justin Albright, Chairman; arrived at 10:14 AM
- Vivi Serena, Secretary
- Tom Cartwright, Treasurer
- Brent London, Supervisor

Absent

- Richard McGinley, Vice-Chairman

Others in Attendance

- Ann Bishop, MSWCD Staff

Proof of Publication

- Star-Banner – Sent via email, May 5th, and the yearly schedule on December 9th
- Florida Administrative Weekly – It was posted by AFCD in FL Admin Weekly, they were sent the info on December 20th.
- Ocala Service Center's Front Window – Posted, January 2nd
- Marion County Board of County Commissioners – Sent via email, May 5th, and posted, yearly schedule on January 2nd

Chairman's Comments Regarding the Agenda

Public Comments on the Agenda Items Only

CONSENT AGENDA

(A motion to approve the items on the consent agenda is to approve items if unanimous consent from last workshop meeting.)

1. MSWCD Board Minutes
2. MSWCD Board Financial Report

PROPOSED MOTION: Tom Cartwright moved that the MSWCD consent agenda be approved as presented. Brent London seconded; all were in favor.

Action Items

1. Tom Cartwright to research grants for septic tanks and to speak with Clegg Hooks
2. Vivi Serena to take a one-hour course for Ameris ACH
3. Richard McGinley and/or Justin Albright to speak with Growth Services
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AGENDA

1) Financials

- **Update**

Tom Cartwright gave an update.

- **Licensing & Bonding**

Licensing and Bonding was discussed. Once Ann Bishop gets the quote from the local agent, she will send it to the Board. After the Board reviews the additional quotes, they will determine which agency to use.

2) MCBCC

- **Year in Review**

PROPOSED MOTION: Tom Cartwright moved that MSWCD accept the Year-In-Review as presented. Brent London seconded; all were in favor.

- **Commissioners Meetings**

Ann Bishop gave an overview of what the County is currently doing regarding their meetings. Ann was not given any information on if the Commissioners are doing one-on-ones. Ann suggested emailing or calling them instead. Once Ann is given the District's budget presentation date, she will let the Board know.

3) NRCS Report

- **Program Update**

Ann presented the NRCS update.

- **MSWCD Monthly Activities Report**

Reviewed.

4) FDACS Report

- **Technician Performance Monitoring**
Reviewed.

- **Cost Share Update**

The techs are attending another teleconference for FDACS. Ann stated that the techs have one more cost share project that needs to be completed, which is Dale Wright's. Once he is complete, the Board will have \$5402.39 remaining this fiscal year. (This includes the administrative fees.)

- **Contract Amendment**

PROPOSED MOTION: Brent London moved that MSWCD sign the amended contract. Tom Cartwright seconded. Discussed. All were in favor.

- **Agreements**

- Everett "Arky" Rogers (\$21,206.25, approved via email: 3 in-favor, 2 no-response)
- Dale Wright (\$20,850, exceed his original amount by 13%)

PROPOSED MOTION: Brent London moved that these Cost Share Agreements be approved. Tom Cartwright seconded. Discussed. All were in favor.

5) Staff Report & Recap

- **Associations**

- **NACD**

The NACD Technical Assistance Grant is due to the State for their approval by next week, so they can meet the June 1st deadline to NACD. The Board should have received an email regarding this. The Board decided not to pursue this.

- **AFCD**

AFCD has not announced yet what is transpiring with the Area Meetings nor the annual meeting. They plan to meet in June to discuss this further.

- **District Update**

- **Miscellaneous**

The Central District Ag BMP Meeting was held on May 6th, and the Board should have received the minutes for this meeting via email. The next meeting is on August 6th.

Ann ordered rain jackets for the Board and staff. Ann asked if the Board wanted polo shirts from Land's End. The Board all agreed that they would like to purchase one for each of the supervisor and asked Ann to send them the colors and verify their sizes.

Ann has taken a few classes and is scheduled to take some other classes through the County and IAAP.

The 2021 Stewardship Theme is "Healthy Forests – Healthy Communities" The Board at the next meeting will need to discuss if we are eliminating any District contests.

- **Supervisor of Elections**
Brent London, Richard McGinley and Tom Cartwright were reminded that the qualifying period for their District Seats is June 8th thru the 12th.
- **MSWCD Awards**
The plaques are ordered and should arrive this week or next. Ann will send the teachers' awards to their schools along with their check and letter. Ann will also send out the students' awards.
- **Financials**
The District's audit and disclosure are due on June 30th. Ann is waiting to see what else the auditor needs. Tom Cartwright and Vivi Serena were reminded to keep an eye out for an email regarding the District's disclosure; it will probably be sent closer to the end of next month.
- **Travel**
PROPOSED MOTION: Brent London moved that MSWCD adhere to the FDACS requirement and County policy, regarding travel during the Co-vid virus pandemic and require supervisors and staff to self-quarantine for 14 days upon returning from travel. (Work can still be done in self-quarantine, if permitted.) Tom Cartwright seconded. Discussed. All were in favor.
- **Workshop**
PROPOSED MOTION: Brent moved that MSWCD cancel their workshop and combine the next two meetings on June 9th. Tom Cartwright seconded. All were in favor.

6) Upcoming Events

Reviewed.

- FDACS Reporting Due – May 15
- Memorial Day – Office Closed – May 25
- MSWCD Workshop – May 26 (Cancelled)
- NACD TA Grant Due – June 1
- Qualifying Period – June 8/12
- MSWCD Meeting – June 9
- FDACS Reporting Due – June 15
- MSWCD Workshop – June 23
- Financial Disclosure/Audit Due – June 30
- End of Fiscal (State) and Quarter (County) – June 30

7) General Public Comments

8) Supervisor Comments

9) Meeting Adjournment

With no other business needing to be addressed, Vivi Serena adjourned the meeting at 10:17 AM, until our next meeting.

Our next board meeting is scheduled for June 9, 2020 at 9:30 AM at the USDA Ocala Service Center, unless the Board cannot meet at the Service Center due to the pandemic; then, the meeting will be held via teleconference.

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6:41 PM
6/4/20
Accrual Basis

Marion Soil & Water Conservation District
Custom Summary Report

May 1 - May 31, 2020

ASSETS

Current Assets	Current
Checking/Savings	
7959 NON-Reimbursables	\$ 67,263.52
7942 Centrl FL Sprgs Cost Share	\$ 107,516.07
7934 Conservation Tech	\$ 16,890.89
7926 Reimbursables	\$ 11,229.57
3973 CD	\$ 25,478.48
Petty Cash/FED	\$ 132.38
Total Checking/Savings	<u>\$ 228,510.91</u>
Total Current Assets	<u>\$228,510.91</u>
TOTAL ASSETS	<u><u>\$228,510.91</u></u>
LIABILITIES & EQUITY	0.00

Mileage/Per Diem Reimbursement 5/12/2020 through 6/8/2020

Prepared by Ann Bishop for the MSWCD's Board Meeting scheduled on 4/14/20, pending their approval. MCBCB reimbursement code: 540101

Date	Location	Reason for Travel	Mileage
5/21/2020	Ameris	Deposited checks	3
5/21/2020	BJ Trophies	Picked up plaques	7
5/21/2020	SEYF - Ag Center	Coordinator Meeting	7
5/22/2020	Walmart (Summerfield)	Picked up Lysol wipes	43
5/26/2020	USPS (ESSB)	Dropped off boxes/Purchased Stamps	8
Total Mileage			68
.575 per mile			39.10
Mileage Reimbursement Total			39.10

Assistance MSWCD gave NRCS in May 2020

- Answered several calls regarding USDA programs and one on fishing licenses
- Assisted a producer in Spanish
- Advised several clients where their appointments with RD were
- Assisted a producer with a question regarding USDA clearance
- Tallied, sent and reported information regarding the covid-19 questionnaire
- Printed Civil Rights information for the bulletin
- Cleaned the office, wiping off shelves, doors, etc.
- Sent correspondence to the DC while she was telecommuting
- Placed information on the DC's desk, which was obtained or printed
- Accepted mail and paperwork for the DC
- Reported 13 first time assistance
- Stocked the copier/printers with paper

Florida Department of Agriculture and Consumer Services
Office of Agricultural Water Policy

CONSERVATION TECHNICIAN PERFORMANCE MONITORING

Chapter 582, F.S.
Telephone: (850) 617-1700

NICOLE "NIKKI" FRIED
COMMISSIONER

Submit to:
Mailing Address:
Office of Ag Water Policy
407 S. Calhoun Street, MS-E1
Tallahassee, FL 32399-1650

Contract #: 26238 Conservation Technician Name: Nick Sodano Month: May '20

Minimum Performance Standards

Deliverable	Standard	Yearly Goal	Minimum Monthly Goal	Monthly Number Achieved	Year to Date Goal Remaining	Progress	Comments/Waiver Justification
1	Notice of Intent (NOI)	60	5	22	φ	Met <input type="checkbox"/> Exceeded <input checked="" type="checkbox"/> Not Met <input type="checkbox"/> Waived <input type="checkbox"/>	
2	Implementation Verification (IV)	60	5	7	φ	Met <input type="checkbox"/> Exceeded <input checked="" type="checkbox"/> Not Met <input type="checkbox"/> Waived <input type="checkbox"/>	
3	Common Practice Status Report (CPSR)	NA	—	—	—	Met <input type="checkbox"/> Exceeded <input type="checkbox"/> Not Met <input type="checkbox"/> Waived <input type="checkbox"/>	Discontinued
4	Cost-Share assists	10	1	1	φ	Met <input type="checkbox"/> Exceeded <input type="checkbox"/> Not Met <input type="checkbox"/> Waived <input type="checkbox"/>	
5	Training Events/Staff Meetings	4/10	1/1	1/10	φ/φ	Met <input type="checkbox"/> Exceeded <input checked="" type="checkbox"/> Not Met <input type="checkbox"/> Waived <input type="checkbox"/>	

NOTE: No NOI enrollments, IV visits are required for the months: January, February, or March.

Events Attended/Meeting Summaries/Staff Training

Date	Event/Meeting/Training	Objective	Benefit
5/12/20	Statewide Staff call/training		
	Participates in staff conference calls for coordination		
	2-3 times weekly		

Was the Conservation Technician's monthly performance discussed with the Project Manager or designee of the Recipient? Yes No The Conservation Technician? Yes No

Name of the Recipient Project Manager or designee: Army 6/5/2020
Signature: [Signature] Date: 6/6/20



Florida Department of Agriculture and Consumer Services
Office of Agricultural Water Policy

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Chapter 582, F.S.
Telephone: (850) 617-1700

CONSERVATION TECHNICIAN PERFORMANCE MONITORING

Submit to:
7509 10th Avenue, Suite 100
Mailing Address:
Office of Ag Water Policy
407 S. Calhoun Street, MS-E1
Tallahassee, FL 32399-1650

Contract #: 26238 Conservation Technician Name: Lida Irawan Month: May '20

Minimum Performance Standards

Deliverable	Standard	Yearly Goal	Minimum Monthly Goal	Monthly Number Achieved	Year to Date Goal Remaining	Progress	Comments/Waiver Justification
1	Notice of Intent (NOI)	60	5	7	23	Met <input checked="" type="checkbox"/> Exceeded <input checked="" type="checkbox"/> Not Met <input type="checkbox"/> Waived <input type="checkbox"/>	Lida is in track to meet
2	Implementation Verification (IV)	60	5	6	19	Met <input type="checkbox"/> Exceeded <input checked="" type="checkbox"/> Not Met <input type="checkbox"/> Waived <input type="checkbox"/>	these deliverables on pro rated basis for start date 9/19.
3	Common Practice Status Report (CPSR)	NA	—	—	—	Met <input type="checkbox"/> Exceeded <input type="checkbox"/> Not Met <input type="checkbox"/> Waived <input type="checkbox"/>	
4	Cost-Share assists	5	1	0	4	Met <input type="checkbox"/> Exceeded <input type="checkbox"/> Not Met <input type="checkbox"/> Waived <input type="checkbox"/>	
5	Training Events/Staff Meetings	110	11	110	48	Met <input type="checkbox"/> Exceeded <input type="checkbox"/> Not Met <input type="checkbox"/> Waived <input type="checkbox"/>	

NOTE: No NOI enrollments, IV visits are required for the months: January, February, or March.

Events Attended/Meeting Summaries/Staff Training

Date	Event/Meeting/Training	Objective	Benefit
5/12/20	Participated in statewide staff call/training		
	Lida participates in staff coordination calls 2-3 times weekly		

Was the Conservation Technician's monthly performance discussed with the Project Manager or designee of the Recipient?
Yes No The Conservation Technician?
Yes No

Name of the Recipient Project Manager or designee: January 6/15/2020

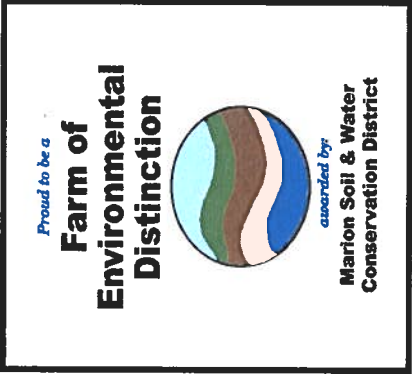
Signature: [Signature] Date: 6/6/20

FDACS Project Manager:

Could you use \$50,000*?

** Cost Share Program
Subject to Change,
Approval & Conditions*

**MARION
SOIL & WATER
CONSERVATION
DISTRICT**
Central FL Springs
Cost Share Program
is available to
Commercial,
Agricultural Producers,
offering a
financial incentive to
implement BMPs
reimbursing producers
**75% of their cost, up
to \$50,000*!**



**Ask us how to become a
Farm of Environmental
Distinction!**



**For additional information,
please contact:**
2441 NE 3rd St., Suite 204-2
Ocala, FL 34470
352-414-7808
www.marionsoilandwater.org
Marion SWCD Chairman
Cost Share Project Manager
Justin Albright
Cost Share Technicians:
Nick Godano: (352) 812-2651
Lida Irvani: (352) 390-0142

Central Florida Springs Cost Share Program



**Marion Soil and
Water Conservation
District**

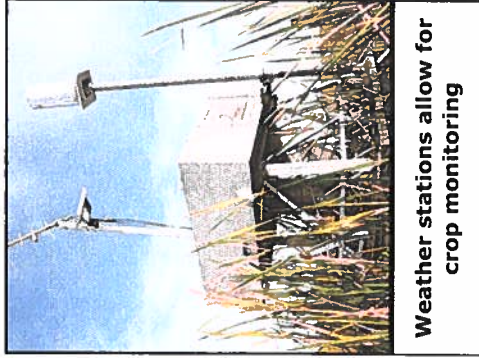


**Conserving
Natural
Resources for
our Future**

www.marionsoilandwater.org

CENTRAL FLORIDA SPRINGS SHARE COST PROGRAM

- Marion Soil and Water Conservation District (Marion SWCD) is proud to offer a cost share reimbursement program to agricultural producers through a partnership with the Florida Department of Agriculture and Consumer Services (FDACS).



- Through this program, FDACS will reimburse producers for approved agricultural practices that facilitate Best Management Practices (BMP) and demonstrate soil & water conservation.



BENEFITS OF BMPs

- ✓ Improved animal health
- ✓ Improved land and water resource protection
- ✓ Presumption of compliance with state water quality standards
- ✓ Reduced environmental impacts
- ✓ Can improve efficiency of operation while reducing costs

QUALIFICATION REQUIREMENTS

- File a Schedule C or F IRS Form
- Property located in Florida, but priority given to agricultural producers in an impaired spring shed
- Submit a BMP manual's "Notice of Intent"
- Submit a FDACS Cost Share Questionnaire and Application
- Receive pre-authorization and written approval to begin a cost share project
- Verified and inspected cost share projects receive 75% of the cost reimbursed, up to \$50,000*.
- * Practices must be an approved, eligible practice to receive reimbursement. Cost share funds are first come, first serve.



SOME OF THE PAYABLE PRACTICES:

- ✓ Compost Bins/Facilities
- ✓ Irrigation Retrofits
- ✓ Exclusion Fencing
- ✓ Cross-fencing for Rotational Grazing
- ✓ Weather Stations/Soil Moisture Probes

Inquire About Available Practices Subject to Change Approval and Conditions Apply



Central Florida Springs Cost Share Program

BEFORE



AFTER



Financial Incentive to Implement
Best Management Practices

Reimbursed at 75%, up to \$50,000*!

Subject to Approval & Conditions

For more information contact:

Marion Soil & Water
Conservation District

(352) 414-7808

