



Monthly Meeting – December 12, 2016

**Supervisors in attendance:** Chairman: David Gunter, Vice-Chairman: Robert Adair, Jr., Secretary/Treasurer: Dr. David Cox, Robert Lindsey, George Simons

**Staff in attendance:** Jennifer Abbey, District Conservationist, USDA/NRCS  
Jake Fojtik, Environmental Specialist I, FDACS  
Karyn Bryant, Staff Assistant II, IRSWCD  
Charlene Richberg, AFCD, State Coordinator  
Tammy Ridaught, AFCD, State Coordinator Assistant

**Public in attendance:** Mike Ziegler

**OLD BUSINESS**

1. The IRSWCD meeting was called to order at 1:10 PM by Chairman David Gunter
2. There were no additions to the Agenda
3. The minutes for November, 2016 were approved as written.  
**Motion: A motion to approve minutes was made by Bobby Lindsey and seconded by Dr. David Cox Motion carried unanimously.**
4. The Financial Report for November, 2016 was available and presented by Dr. David Cox.  
**Motion: A motion to accept financial report as read was made by Bob Adair and seconded by George Simons. Motion carried unanimously.**
5. **Indian River Lagoon Council: update**  
Dr. Cox gave an update on new members of the Council, St. Johns gave a presentation at the last meeting on a new inlet by Port Canaveral, reviewed financials, the Council has (3) staff members and 17% of their budget was used for administration; the Council signed a Memorandum of Understanding with other estuary programs throughout the state to form an Estuary Alliance, STEM Comprehensive Conservation Plan-progress is starting to be made
6. **Office Staff: Staff Assistant II or Staff Assistant III? Incentive pay from other SWCD's to County Employee's for Administering the FDACS Cost Share Contract: Report updates**  
Board reviewed back up documentation from Levy & Hendry County where their County Employee is paid a separate incentive pay by the SWCD for the Administering of the FDACS Cost Share Contracts  
Board agrees they cannot discuss this further until they hear back from the County

**NEW BUSINESS:**

**7. AFCD-Charlene Richburg, State Coordinator**

Charlene introduced herself and her assistant Tammy. Charlene shared with the Board that AFCD would be assisting districts this year in advertising all of their meetings, assistance with local working groups, educational training for Districts. Charlene also announced that the AFCD meeting in Ocala, FL would be 2 full days this year July 21<sup>st</sup> & 22<sup>nd</sup>, 2017. Charlene encouraged attendance at the upcoming Area meeting in April and also the annual meeting in July by supervisors and District Staff.



**8. Discuss Staff Authorization to sign Attachment B's of FDACS Cost-Share BMP Agreements**

Jake explained how not getting the signatures on the Attachment B's can hold up a cooperator from purchasing materials. Board discussed a process in which office staff could sign the Attachment B's of the Cost Share Contract so cooperators would not be held up in purchasing supplies. Board would approve office staff to sign the Attachment B's as long as they are scanned and emailed to the Board and then presented at the monthly Board meetings. Board also requested that Jake Fojtik from FDACS discuss what type of work is being approved to be done on the attachment B's and present a list of potential applicants to the Board.

**Motion: A motion to approve new process was made by Bobby Lindsey and seconded by Dr. David Cox Motion carried unanimously.**

Mike Ziegler asked the Board if they could publish a document that lists all cost share programs that are available

Board requests that Jennifer and Jake provide a press release concerning cost share contract information Once press releases are received Board is requesting staff to contact Karen Smith at River Ramblings per Mike Ziegler to have it published

Board also suggests sharing press releases with Stan & Planning

**REPORTS:**

**Jennifer Abbey, NRCS** Updated Board on report,

**Bob Adair, Jr. asked Jennifer to provide the SWCD with a press release concerning cost share contracts available so we can list on Website and send to potential cooperators**

**Jake Fojtik, FDACS** Will have new paperwork associated with the contract soon for staff

**Board and Staff**

- Chair, IRSWCD, Seat #2 . . . . . David Gunter
- Vice-Chair, IRSWCD, Seat #3. . . . . Robert Adair, Jr.
- Sec-Treas, IRSWCD, Seat #5. . . . . David Cox
- Member, IRSWCD, Seat #1 . . . . . George Simons
- Member, IRSWCD, Seat #4. . . . . Bobby Lindsey
- District Staff Assistant II, IRSWCD. . . . . Karyn Bryant
  - Verbiage for Pond Permits to be added to the Ranchette Brochure & Manual  
George will provide staff with verbiage
  - Update Board on FDACS Cost Share Contract Progress  
QuickBooks is purchased and Audrey is coming to train staff for initial set up the last week in December

**ADJOURNMENT:** The meeting adjourned at 2:10 PM. Next meeting is January 9, 2017

David Gunter, Chairman

01-09-17  
Date

David Cox, Treasurer

01/09/2017  
Date