

# MINUTES

Marion Soil and Water Conservation District (MSWCD)

Regular Board Meeting

Location: 2710 East Silver Springs Boulevard, Ocala, FL 34470

Date: December 9, 2024

Time: 9:00 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. This agenda acts as a guidance for the structure of the meeting. Thank you.*

## I. Call to Order

Justin Albright, Public Relations, called the meeting to order at 9:05 AM.

### • Roll Call

#### • Present:

- Justin Albright, Public Relations
- Amy Davis, Supervisor: left at 9:40 AM
- Colleen Stenstream, Supervisor

#### • Absent:

- Vivi Serena, Chairman/Treasurer
- David Shults, Supervisor

#### • Others in Attendance:

- Sierra Ayers, NRCS: left at 9:35 AM
- Vanessa Bauzo-DeLeon, FDACS: arrived at 10 AM
- Ann Bishop, MSWCD Staff
- Stefani Duarte, MSWCD Staff

### • Proof of Publication

- Ocala Gazette – Public noticed on October 4.
- Florida Administrative Weekly – It was posted on October 7 in the Florida Administrative Weekly.
- NRCS – On October 8 and 21, an email was sent regarding this meeting.
- Marion County Board of County Commissioners – On October 8, 2024, an email was sent regarding this meeting.
- The meeting was also posted on the District website.

**Please Note: NRCS gave their report; then, the Board addressed all proposed motions in order of the agenda prior to Amy Davis leaving. After that, all other items were reviewed in order of the agenda, with FDACS giving a final report at the end of the meeting, and the Board welcoming Vanessa Bauzo-DeLeon.**

## II. NRCS Report

Sierra Ayers gave an update. Sierra can provide more info on the emergency relief program, if requested.

## III. FDACS Report

Vanessa Bauzo-DeLeon gave an update and introduced herself. The Board welcomed her.

- **Cost Share Meeting (Recap)**  
Ann Bishop gave a recap.
- **New form**  
Ann Bishop mentioned the new coercion form that the producers must notarize to receive cost share.
- **Amendment**  
Ann Bishop gave an update on the cost share amendment that was sent to the Board via email. Ann Bishop mentioned that we currently have two contracts signed with producers, neither of which are in Marion County.

#### IV. Board Appointments

Ann Bishop mentioned that the Board has three vacancies. A discussion was held about the reappointments of Colleen Stenstream and Amy Davis.

- **PROPOSED MOTION: Amy Davis moved that the MSWCD reappoint Colleen Stenstream to the MSWCD Board. Justin Albright seconded; all were in favor.**  
**\*\*Colleen sustained from voting and filled out a Form 8A\*\***
- **PROPOSED MOTION: Colleen Stenstream moved that the MSWCD reappoint Amy Davis to the MSWCD Board. Justin Albright seconded; all were in favor.**  
**Amy sustained from voting and filled out a Form 8A**

Ann Bishop mentioned that she or Stefani Duarte will get the appropriate paperwork to both Colleen and Amy to be reappointed.

#### V. Staff Report & Recap

- **Outreach**
  - **Progressive Ag Safety Day (Recap)**  
Stefani Duarte gave a recap.
  - **Belleview Career Day (Recap)**  
Stefani Duarte gave a recap.
  - **Springs Forever Summit (Recap)**  
Stefani Duarte gave a recap. Ann Bishop mentioned that Horse Farm Forever posted an article on the Summit which featured the contests along with a picture of Vivi Serena, and another article regarding this contest was featured in a Dunnellon newspaper.
  - **SpringsFest (Update)**  
Stefani Duarte gave an update.
  - **PROPOSED MOTION: Amy Davis moved that MSWCD allow staff to participate in SpringsFest and the Board will revisit the cost of this program closer to the event. Colleen Stenstream seconded; all were in favor.**
  - **SWCS Event/Emerging Leaders Program (Update)**  
Stefani Duarte gave an update.
  - **Contests (Update)**

Stefani Duarte gave an update.

- **Judging**
  - **Posters**

Judging will be held on December 14.
  - **Found Art**

Judging will be held on December 14.
  - **Speech**

The Speech contest will be held on January 11 at Green Clover. Colleen Stenstream and Justin Albright stated that they would be interested in judging. The deadline for entries is December 13.
  - **Essays**

Colleen Stenstream and Justin Albright stated that they would be interested in judging. The deadline for entries is December 13.
  - **Conservation Landscape Trays**

Conservation Landscape Trays will be dropped off on February 18, and the judging will be held on February 19. Justin Albright stated that he would be interested in judging this.
- **Envirothon**
  - **Volunteers**

The Envirothon will be held on January 21 at Rainbow River's KP hole and volunteers are needed. Colleen Stenstream stated that her and Bob Stenstream could help. Amy Davis stated if she attends she can help, but Ann Bishop reminded Amy that she cannot assist at a team station, but can be a time keeper or runner.
  - **Catering**
    - **PROPOSED MOTION: Amy Davis moved that MSWCD approve staff to purchase food for the Envirothon at the Dunnellon Publix not to exceed \$15 per person, not to exceeding the amount in the contest budget. Colleen Stenstream seconded; all were in favor.**
  - **FFA Judging**

FFA Judging will be held on December 12. Vivi Serena, last week, stated that Stefani Duarte could attend. Amy Davis asked if anyone can judge the parliament procedure FFA contest on December 12 from 9:30 AM – 11AM in Belleview, which is different from the one Stefani is judging.
- **Library**
  - **Adult – Composting**

Belleview Library would like to do an adult summer program on composting. The Board is interested in participating.
  - **Kids – Summer Program**

Belleview Library would like to do a children's summer program. The Board is interested in participating.
  - **Seed Library**

Christen Butler at the Headquarters' Library ask to collaborate with us on a (native) seed library. They need assistance with purchasing seeds, a storage container, labels, and envelopes. Amy Davis mentioned that the feed stores like Tractor supply, Seminole and Sparr give seed away at the end of

the growing season/year, and we might want to reach out to them. Amy also mentioned to keep them frozen and that some hybrids like watermelon will not produce a seed that you can re-germinate. Stefani Duarte stated that she can contact the feed stores to see about donations.

- **TABLED: Colleen Stenstream asked to table the request for the MSWCD to partner with the library and purchase supplies until next meeting. Amy Davis seconded; all were in favor.**
  
- **Run for the Springs**

The Board has five runners registered for the event on February 22; Vivi Serena approved for the runners to participate in October. The Board discussed sponsoring the event.
- **PROPOSED MOTION: Colleen Stenstream moved that MSWCD donate at the third magnitude levels as we have done in year's past. Amy Davis seconded; all were in favor.**
  
- **Meetings**
  - **FCDEA Meetings (Recap)**
    - **Legislation**

Ann Bishop gave a recap. The Board discussed sending letters to the new legislators.
  
    - **Website**

Stefani Duarte gave a recap.
  
  - **Farm to School (Recap)**

Stefani Duarte gave a recap.
  
  - **SECDEA (Recap)**

Ann Bishop gave a recap.
  
  - **NSF Workforce (Update)**

Ann Bishop gave an update; the next meeting is schedule in January and CF would like to begin this program in the Fall semester of 2025.
  
  - **SJRWMD Land Management Review**

The Land Management Review was discussed; Vivi Serena approved for Stefani Duarte to attend in October, but it was postponed till December 17 and 18. The Board agreed that Stefani can attend this review on their behalf, since no one else can attend.
  
  - **FASD Meeting**
    - **October (Recap)**

Stefani Duarte gave a recap.
  
    - **Pre-Legislative (Recap)**

Ann Bishop gave a recap.
  
    - **January**

Ann Bishop was accepted into the FASD Certification Program and received a scholarship. The dates for this training and training is January 7 thru the 11.
  
  - **NACD Meeting**

NACD reached out to Ann Bishop to see if she would volunteer at the NACD Meeting in Salt Lake City; Vivi Serena, in October, approved for Ann to attend this meeting. The Board reviewed the agenda.
  
  - **MSWCD "February" Meeting**

The Board discussed the February MSWCD meeting.

- **TABLE: Colleen Stenstream tabled the discussion to cancel the MSWCD February meeting until next month. Amy Davis seconded; all were in favor.**
  
- **Financials**
  - **501c3**  
The auditor stated that the IRS accepted the District's application, but it can take up to a year to get the approval. MSWCD can take donations via our auditor and the date of the change will be retroactive.
  
  - **Actual District Budget**  
Vivi Serena approved the actual budget in October.
  
  - **Public Depositor**  
Ann Bishop filled the Public Depositor.  
  
She also mentioned that she needs to update any changes to the Supervisor's contact information: addresses, emails and phone numbers by January and to let her know of these changes.
  
- **District Plans**  
Vivi Serena approved all these plans in October, but 2/3 of the Board must approve the by-laws for them to become official.
  - **By-laws**
  - **Annual Goals**
  - **Long Range Plan**
  - **Performance Measures**
    - **PROPOSED MOTION: Amy Davis moved that the MSWCD second the approval of the District's Chairman and accept all the District plans as presented. Colleen Stenstream seconded; all were in favor.**
  
- **Miscellaneous**
  - **Insurance**  
The insurance proposal and approved plan were sent to the Board via email; Vivi Serena approved the final version and signed off on this plan in September.
  
  - **Ethics**  
Justin Albright was reminded to complete his ethics training by December 31; Amy Davis and Colleen Stenstream do not need to complete this until next year.
  
  - **Membership Dues**  
Vivi Serena, in November, approved to pay the membership dues at the same cost as last year.
  
  - **Thank You Letters**  
The Board reviewed the thank you letters.
  
  - **Vehicle**  
Vivi Serena approved all the vehicle expenses last week, totaling \$1060.14 for four new tires, four new sensors, a balance with alignment, and an oil change.
  
  - **Phone Upgrade**  
Vivi Serena approved the district phone upgrade last week.
  
  - **Printer**  
A discussion was held on Ann Bishop's office printer.

- **PROPOSED MOTION: Amy Davis moved that MSWCD purchase or repair the laser multi-functioning printer, whichever is least expensive. Colleen Stenstream seconded; all were in favor.**
- **NACD/NCF Annual Reports**  
The Board reviewed the NACD/NCF Annual Reports.
- **Stickers**  
Stefani Duarte made district stickers and the Board reviewed a few samples, which Justin Albright asked to keep.
- **Wreath**  
Vivi Serena approved in November for staff to participate in the County's program to make a wreath for a County partner. The District chose NRCS and presented the wreath to Sierra at this meeting.

#### VI. **CONSENT AGENDA**

- i. **MSWCD Board Minutes**
- ii. **MSWCD Board Financial Report**
  - **PROPOSED MOTION: Colleen Stenstream moved that MSWCD approve the consent agenda as presented. Amy Davis seconded; all were in favor.**

#### VII. **Upcoming Events**

- SWCS ELP Meeting – December 12
- FFA Judging – December 12
- Essay/Speech Manuscript/Envirothon Registration Deadline – December 13
- Poster/Found Art Judging – December 14
- FCDEA Meeting – December 17
- Land Management Review – December 17-18
- Holiday – Christmas Day – December 25 (**Office Closed**)
- State Taxes Due – December 31
- Records Management Compliance Due – December 31
- Holiday – New Year's Day – January 1 (**Office Closed**)
- FDACS Spreadsheet Due – January 7
- FASD Certification/Meeting – January 7-11
- Speech Presentations – January 11
- MSWCD Board Meeting – January 13
- NSF Workforce Meeting – January 17
- Envirothon – January 21
- FCDEA Meeting – January 21
- Federal Taxes Due – January 31
- FDACS Spreadsheet Due – February 7
- NACD Annual Meeting – February 7-12
- Marion SWCD Meeting – February 10
- SEYF Tray Drop Off – February 18
- SEYF Tray Judging – February 19
- Run for the Springs – February 22
- SEYF Award BIS – February 24
- SEYF Tray Pick Up – March 1
- SpringFest – March 1-9

#### VIII. **General Public Comments**

#### IX. **Supervisor Comments**

**X. Meeting Adjournment**

- Our next meeting is January 13, 2025 at 9:00 AM in the Growth Services Building, unless determined otherwise during the meeting.

With no other business needing addressed Justin Albright, Public Relations, adjourned the meeting at 10:21 AM, until our next meeting.

MSWCD's regular meetings are held at 9:00 AM on the 2nd Monday of each month, and their workshops are held the 4th Monday of each month at 9:00 AM, tentatively. Both meetings are located in Growth Services, located at 2710 E. Silver Springs, Ocala, FL 34470. For more information, call (352) 438-2475.