

**Orange SWCD District Board of Supervisors:**

Karolyn Campbell, Chair (Group 4)  
 Austin Valle, Vice-Chair (Group 5)  
 Kim Buchheit, Secretary (Group 2)  
 Samuel Chambers, Treasurer (Group 1)  
 Susan Collins, Public Relations (Group 3)



**Orange**  
 Soil & Water Conservation District

<https://district.afcd.us/orangesoilandwater/>

## MINUTES OF MEETING

### Orange SWCD Board of Supervisors Regular Meeting

**Date of Meeting: February 10, 2023**

#### Tracking Notes

Draft Date: 02/14/2023  
 Approved Date: 03/10/2023  
 Filed: 03/11/2023  
 By: Kim Buchheit, Secretary

Item	Description/Discussion and Action Taken		
1	Call to Order, 3:31 PM		
2	Open Meeting - Pledge of Allegiance		
3	<b>Roll Call and Determination of Quorum</b>		
	<table border="0"> <tr> <td style="vertical-align: top;"> <p><b><u>ROLL CALL (Quorum Present)</u></b></p> <ul style="list-style-type: none"> <li>■ Samuel Chambers</li> <li>■ Kim Buchheit</li> <li>● Susan Collins (arrived at 3:40 PM)</li> <li>■ Karolyn Campbell</li> <li>■ Austin Valle</li> </ul> </td> <td style="vertical-align: top; padding-left: 20px;"> <p><b><u>LEGEND</u></b></p> <ul style="list-style-type: none"> <li>■ = Present at Call to Order</li> <li>● = Arrived as Noted</li> <li>□ = Absent</li> </ul> <p>3/5 Present constitutes a Quorum</p> </td> </tr> </table>	<p><b><u>ROLL CALL (Quorum Present)</u></b></p> <ul style="list-style-type: none"> <li>■ Samuel Chambers</li> <li>■ Kim Buchheit</li> <li>● Susan Collins (arrived at 3:40 PM)</li> <li>■ Karolyn Campbell</li> <li>■ Austin Valle</li> </ul>	<p><b><u>LEGEND</u></b></p> <ul style="list-style-type: none"> <li>■ = Present at Call to Order</li> <li>● = Arrived as Noted</li> <li>□ = Absent</li> </ul> <p>3/5 Present constitutes a Quorum</p>
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4	<p><b>A) Approval of Agenda For Current Meeting:</b>  <i>Motion to Approve Standard Agenda with Minor Edits for Current Meeting (date above).</i>  <i>Motion (M): Chambers, Second (S): Buchheit, Vote (V): Unanimous</i></p> <p><b>B) Agenda Development, Future Items:</b>  <i>Motion to Approve Standard Agenda as default for Future Use, with addition of disclaimer language to be added by Campbell for Public Comment item.</i>  <i>M: Buchheit, S: Valle, V: Unanimous</i></p>		
5	<p><b>Approval of Meeting Minutes:</b>  <i>Motion to Approve Minutes of 01/13/2023 Meeting [Amended to add: ] with Minor Changes (edit typos).</i>  <i>M: Valle, S: Chambers</i>  <i>Amend: Buchheit, Approve Amend: Unanimous</i>  <i>V: Unanimous</i></p>		
6	<p><b>Public Comment:</b>          None</p>		
7	<p><b>Treasurer's Report (Campbell and Chambers)</b>          \$1009.62 in Bank.</p> <p>Campbell, former Treasurer gave banking and checkbook to Chambers, new Treasurer. Chambers reported on Commerce Bank &amp; Trust, No Fees, No Minimums. Local Community Bank with online banking. Tiered Interest, monthly statements, Certified for public funds.</p> <p><i>Motion to approve Chambers opening new account at Commerce Bank &amp; Trust [Amended to add: ] and giving authority to Campbell and Chambers to coordinate logistics of transfer, closure and signatures to accomplish banking transactions for transition to new bank.</i></p>		

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	<p><i>M: Collins, S: Valle</i> <i>Amend: Buchheit, Approve Amend: Unanimous</i> <i>Vote: Unanimous</i></p> <p><b>Note: This is the decision for Samuel Chambers, Treasurer to be the initial signer for the Orange Soil and Water Conservation District new account(s) to be opened at Commerce Bank &amp; Trust in Winter Park, FL.</b></p>
8	<p><b>District Conservationist's Report (Chuck O'Rourke, USDA/NRCS)</b></p> <p>Still working on Hurricane Relief in various Counties financial assistance (EQIP/Emergency). 6 Applications for Hurricane Ian, Osceola.</p> <p>Classic Environmental Quality Incentive Program (EQIP) application processing and programming will be back on track soon for 2023 (applications received before deadline in 2022). 9 Applications in Orange County. 15 Applications in Osceola County.</p> <p>There will be more money in the future with addition of Inflation Reduction Act funds.</p> <p>Orange SWCD can do more outreach to let public know what assistance is available. Be sure to tell producers that they have to establish Farm Records with Farm Service Agency to be eligible to apply.</p> <p>Orange SWCD Campbell asked to coordinate Farm and/or Nursery visits through Chuck during the week on Mon., Tues, Wed., or Fri. To be determined.</p> <p><i>Motion to authorize Campbell to plan and coordinate field trip to local farm/nursery with District Conservationist.</i></p> <p><i>M: Valle, S: Chambers, V: Unanimous</i></p>
9	<p><b>Old Business:</b></p> <p>Record Keeping, General Procedures. Note: Bylaws (not located yet). Various Board Members to continue follow up to find previous Board Records.</p>
10	<p><b>Supervisors' Reports:</b></p> <p>General/Informational reports about past activities and upcoming events, as submitted by Supervisors.</p> <p><b>Chambers, Dist. 1-</b> Clean up events in Milk District and trash pickup near 408. Lockhaven Chain of Lakes, Ivanhoe and Formosa. Next event 4/29/2023. Adding dates to shared calendar. Edgewater Dr. issue and plans to remove bike lanes, still active on that. Chambers may draft Resolution for Board consideration or may correspond individually.</p>

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Mayor's Neighborhood Community Summit, March 25th, 7 AM to 3:15 PM, Hollywood Way.  
Suggested we can Exhibit for free as a Government entity.

March 7, deadline to register.

*Motion to authorize Chambers to register Orange SWCD as Exhibitor for Community Summit as long as there is no cost.*

*M: Valle, S: Buchheit, V: Unanimous*

We will start acquiring "Tabling Materials" and will get a packet from Chuck O'Rourke at next meeting on March 10, 2023. Feel free to look at NRCS website and request materials.

Chambers will also gather more information about potential outreach events like Sunday in the Park, 3/26/2023.

**Buchheit, Dist. 2-As submitted. Condensed, below.**

Encouraged Supervisors to submit Reports in writing for more efficient Record Keeping.

Review Envirothon date changes and contacts.

Seminole-March 3, 2023. Lake-March 23, 2023.

Farm Bureau Day in Tallahassee, March 8, 2023 by Florida Farm Bureau.

All Supervisors are invited. Info here.

<https://www.floridafarmbureau.org/farm-bureau-days/>

Gave out copies of [FS 189.0695](#) and reminder that we will have [OPPAGA](#) review later this year. It will most likely be modeled on [Mosquito Control](#) format as indicated at AFCD Meeting presentation by OPPAGA staff. Buchheit will attempt to get copies of Handouts from AFCD Annual Meeting. They should be posted here <https://afcd.us/afcd-annual-meeting/>

**Collins, Dist. 3-**

Will continue to attend Community meetings for outreach.

Edgewater, Taft Preservation, Pinycastle Girl Scouts, Moose, Elks, Masons, etc.

Meeting with a Grant Writing professional to learn and explore opportunities.

Will be working on a standard general Introductory speech for our use.

**Campbell, Dist. 4-**

Reminder to take pictures to document events that we go to.

Handout, MOA (not executed) between USDA/NRCS and Orange SWCD.

Attended AFCD Annual Meeting and Training.

Would like to put on March Agenda discussion of 1 year, 3 year and 5 year planning and strategic planning.

Would like to consider a standard address or Post Office Box.

We will need business cards and name badges that are consistent with branding and logos.

Chambers volunteered to look for prices.

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	<p>Looking for opportunities for more outreach with students in science and STEM.</p> <p><b>Valle, Dist. 5-</b>          Following Heat Islands Grant.          IDEAS for US. Grant for planting Urban Forests. Looking for opportunities in Orange County.          Possible partner events depending on outcome of Grant Awards.          Will discuss Facebook and Website in New Business.</p>
11	<p><b>New Business:</b></p> <p>Valle proposed streamlining access to online accounts and social media.  <i>Motion for setting up a new Official Facebook Page for moving forward with Admin rights for all Supervisors.</i>  <i>M: Valle, S: Collins, V: Unanimous</i>          Informational: Suggestion that Commenting is off on social media sites.</p> <p><i>Motion for authorization for Valle to update permissions on various login's as convenient, with regard for security concerns.</i>  <i>M: Buchheit, S: Chambers, V: Unanimous</i></p>
12	<p><b>Informational:</b>          Event(s), if any. Calendar and Dates.          Next Meeting. 2nd Friday of March 3/10/2023 at 3:30 PM.</p>
13	<p><b>For the Good of the Order:</b>          Request and consensus to add Strategic Planning work session for March Agenda. Check calendars and be ready to schedule a separate "Workshop."          Buchheit volunteered to compile and prepare Meeting Agenda(s) until further notice.          Form to be completed for update of NACD database (Buchheit to send, no fee required).</p>
14	<p><b>Adjourn Meeting</b>  <i>M: Collins, S: Valle, Vote: Unanimous</i>          4:59 PM</p>

**DRAFT Minutes are submitted by Secretary and are considered UNOFFICIAL until Approved at a Regular Board Meeting. See Approval Status and Tracking Information, below.**

Tracking	Date and Information	Approval Status
Draft Date (Unofficial)	02/14/2023, by Buchheit	
Approved Edits, if Any	N/A	
Approval Date (Subsequent Meeting)	03/10/2023	
Motion	Valle	
Second	Chambers	
Vote	Unanimous	
Completed/Filed	3/11/2023, Buchheit	
Shared	2/14/2023, Draft to Chambers for Banking 3/11/2023, Buchheit	