

# HIGHLANDS SOIL AND WATER CONSERVATION DISTRICT MINUTES

## October 4, 2010

The Budget Workshop for the Supervisors of the Highlands Soil and Water Conservation District was called to order by Chairman, Jimmy Wohl at 8:15a.m., Monday, October 4, 2010 at the Bert J. Harris, Jr. Agricultural Center, Conference Room 3, 4509 George Blvd., Sebring, FL.

**Supervisors present:** John Causey, Jimmy Wohl and Wayne Zahn,

**Supervisors absent:** Gregg Hartt and Ida Jackson

**Staff present:** Jackie Bailey, Office Manager  
 Corine Burgess, Natural Resources Specialist  
 Erin McCarta, Lakes Management Assistant  
 Vicki Pontius (Parks and Rec)

The workshop was called to focus on reviewing and updating the 2010-11 Fiscal Year Budget.

Three year comparison of spending was reviewed. Income needs to be captured on reimbursable charges. Income forecast is \$102,100.00. Wayne Zahn calculated the percentage of expenses verses income. It was decided to go line by line through the budget.

Accounting will include Betty Simmons bookkeeping charges (\$2,700.00) and Anita Kovacs (\$550.00). The total is \$3,250.00. Jimmy Wohl stated it would be best to write checks once a week. Jimmy Wohl also stated when you are a governmental entity; you want an unqualified audit meaning there are no conditions. The cleanest audit to have is an unqualified audit. If your audit firm is preparing the end of year financials, you need an independent CPA to review their work. Consensus of the Board was to accept.

Jimmy Wohl stated NACD plays a major role in the farm bill. Giving NACD money finances Washington DC lobbyist; for programs that can be a benefit at the local level. Supervisors attending the NACD meeting would benefit Highlands County. John Causey made a motion to approve the AFCD dues of \$350.00 and the NACD dues of \$900. Motion seconded by Wayne Zahn. Motion passed.

### **Proposed Budget**

Expenditures approved	Amount	Notes
Monthly Accounting Services	3,250.00	Betty Simmons and Anita Kovacs
Financial Audit	11,000.00	Wicks, Brown and Williams & Co
Legal Fees	500.00	
D & O Insurance	350.00	
State Envirothon	110.00	Attendance
FLMS	1,950.00	Two employees to attend
NACD Annual Meeting	3,000.00	Two Supervisors to attend
Legal Advertising	200.00	
Special District Fee	175.00	
Internet Provider	720.00	Research tool, wireless connection to copier, saves times and is more efficient.

Web Hosting	100.00	
HSWCD Newsletter	1,500.00	County provides staff to set-up newsletter, how important is it to HSWCD. May be the only contact with HSWCD; sent to producers, legislators and citizens. To be discussed further.
NACD dues	900.00	
AFCO dues	350.00	
Regional Envirothon	1,000.00	
Ag Venture	500.00	
CARES Program	100.00	
Lakes Assoc. LakeWatch	400.00	
Speech Contest	550.00	
Showerhead Exchange	5,000.00	
Mobile Irrigation Lab	1,800.00	
Volunteer Luncheon	100.00	
Earth Day	200.00	
Kiplinger Ag Letter	68.00	Informational and educational for staff members, to be shared with Supervisors. To be email to Supervisors
GrassFarmer	32.00	Informational and educational for staff members, to be shared with Supervisors To be brought to meetings

Wayne Zahn will clean it up and bring it back to tomorrow's meeting.

There being no further business, the meeting adjourned at 10:15a.m.

Respectfully submitted:

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Recording Secretary

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Chairman