

Hillsborough Soil and Water Conservation District

Regular Meeting of the Board of Supervisors

January 11, 2024 @ 3:00 pm

UF/IFAS, 5339, CR 579, Seffner, FL 33584

Supervisors and staff in attendance: Ryan Gill, Chair, Supervisor District 2; Adam Young, Vice Chair, Supervisor District 3; Myke Morris, Treasurer, Supervisor District 4; Chris McCullough, Supervisor District 1, Mark Proctor, Supervisor District 5; Tom Gonzalez, Counsel for HSWCD Board; Dr. Joe Walsh, Executive Director HSWCD; Kathy Eckdahl, HSWCD Adm Asst III; Melissa Jackson, HSWCD Outreach Coordinator; Linda Chion, HSWCD Computer Graphics Designer.

Call to Order/Pledge of Allegiance/Introductions: Chair Gill called the meeting to order at 3:01 PM, led the Pledge of Allegiance and had everyone introduce him/herself.

Partner Agency and Vendor representatives in attendance: Michael Wells, Hamilton & Associates; Leslie Diaz-Alvarez, District Conservationist; Simon Bollin, Hills Ag. Economic Development; Ellen Cruz, Regional Director FDACS,

Public Attendees: Betty Jo Tompkins (Brandon, FL).

Non-Agenda Items: Joe Walsh, Executive Director (“ED”) presented Exhibit 1 (attached) as means of communicating late breaking items of importance to the Board, which required direction or recommendations by Board Officers to staff since the last meeting; ED requested Board to allow this format to carry forward until such time that business becomes more routine.

Old Business:

- Poster Contest 2023. Award tickets to Strawberry Festival were obtained by Supervisor McCullough. Student Winners’ posters will be showcased at the State Fair Booth. Chair Gill and Treasurer Morris commented.

New Business:

- Minutes for Review/Approval: Minutes from December 18, 2023 were reviewed. Treasurer Morris moved to accept the minutes. Supervisor Proctor seconded. Motion carried.
- Financial Report: Treasurer Morris presented Nov and Dec 2023 bank reports. Chairman Gill commented. Treasurer Morris moved to accept and file the financial reports for audit. Supervisor Proctor seconded. Motion carried.
- Partner Agency Reports: NRCS and Hills. Ag. Econ Development gave their reports to the board.
- Executive Director’s Report (see also Exhibit 1, attached)

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- Audit FY 2022 and Annual Financial Report FY 2022: CPA Wells reviewed the financial report. Supervisor Proctor, Treasurer Morris, Vice Chair Young, and CPA Wells commented. Treasurer Morris moved to accept and file the FY 2022 Financial Audit and Annual Report FY 2022 as soon as possible to the appropriate agencies. Supervisor McCullough seconded. Motion passed.
- Acquiring accounting services for the FY23 Audit and Annual Financial Report: Attorney Gonzalez, Vice President Young, Executive Director Walsh commented. Treasurer Morris moved to retain Hamilton & Associates for the Audit FY2023 and Annual Financial Report FY2023. Supervisor McCullough seconded. Motion passed.
- Invoice for FY22 Audit and Annual Financial Report (Hamilton & Associates) was addressed by Executive Director Walsh. Treasurer Morris moved to pay the invoice including additional amounts per request by Hamilton & Associates for services rendered for FY 2022. Supervisor McCullough second. Motion passed.
- Board Leadership Workshop on Florida Sunshine Laws was proposed as a non-decision/non-public meeting event. Executive Director Walsh, Supervisor Proctor, Treasurer Morris, Chair Gill, Vice Chair Young, Attorney Gonzalez and Supervisor McCullough commented. Date was set for Feb 20, 2024 6 pm @ Cattleman's Association Building.
- Workshop on Business Model for FY 24-25 was proposed. Executive Director Walsh, Supervisor Proctor, Treasurer Morris, Chair Gill, Vice Chair Young, Attorney Gonzalez and Supervisor McCullough commented. Possible content and timeframes were discussed for the scope of workshop.
- Florida Administrative Review (FAR) proposal - Proposal/offer from AFCD to post Meeting Schedule for the year via FAR was discussed. Chair Gill, Executive Director Walsh, Treasurer Morris, Vice Chair Young, Attorney Gonzalez and Supervisor McCullough commented. Treasurer Morris moved to allow staff to post minutes on FAR with recommendation from Executive Director, provided that the ED monitor impact of its use on other staff commitments. Supervisor Proctor seconded. Motion passed.
- Governor's Luncheon head count was taken for ticket purchases.
- Florida State Fair -Fresh from Florida event – Chair Gill, McCullough and Executive Director commented on logistics/tickets. Chair Gill and Supervisor McCullough to follow up with items for Fresh from Florida event at the State Fair.

Next Board Meeting Schedules: Next to meetings set for Feb 8, and March 14, 2024, with reservations for UF/IFAS-Seffner location.

Meeting Adjournment: Chair adjourned meeting at 5 pm.

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EXHIBIT 1

1. Strawberry Festival Contract was reviewed. Chair Gill to sign contract.
2. Dues, Forms, Certifications
 - a. Review of Registered Agent Form corrections by Executive Director Walsh. Attorney Gonzalez, Chair Gill commented. To be completed by Executive Director Walsh.
 - b. Reviewed of Dept of Commerce Registration corrections. Executive Director Walsh and Chair Gill commented.
 - c. Reviewed upload of ANN RPT via DFS' LOGERX portal. CPA Wells and Executive Director Walsh to complete required actions.
 - d. Reviewed Internal Fiscal MGT Corrective Actions Letter to Aud Gen. CPA Wells, Treasurer Morris, Executive Director Walsh commented. Task to be completed by CPA Wells, Treasurer Morris, Executive Director Walsh.
 - e. Audit to be emailed and hard copy'ed to Aud Gen. Task to be completed by CPA Wells, with follow up by Executive Director Walsh.
 - f. JLAC- Executive Director Walsh to ensure that receipt of all filings are acknowledged by JLAC
 - g. AFCD dues plus late fees- Treasurer Morris, Supervisor Proctor, Executive Director Walsh, Vice Chair Young commented. Treasurer Morris moved to pay dues to AFCD from the Board's General Account. Vice Chair Young seconded. Motion passed.
3. Reviewed Financial Control/Management Action recommendations by Ext. Auditor. Executive Director Walsh, Chair Gill, Vice Chair Young commented.
4. Already addressed in agenda.
5. Tabled for next board meeting.
6. Reviewed bonding of treasurer per Supervisor Handbook. Treasurer Morris, Executive Director Walsh, Attorney Gonzalez, Supervisor Proctor, Vice Chair Young commented. Executive Director Walsh is tasked to check into Fidelity Insurance for bonding purposes of the Board's Treasurer.
7. Reviewed FDACS contact to be signed. Executive Director Walsh, Chair Gill commented. Treasurer Morris moved that the Chair can sign the FDACS contracts. Vice Chair Young seconded. Motion passed. Treasurer Morris delegated Executive Director to sign Agriculture contracts with FDACS. Vice Chair Young seconded. Motion passed.
8. State Fair tickets - already addressed in agenda.
9. Fresh from Florida event was reviewed. Chair Gill and Supervisor McCullough have volunteered to help with the event. Supervisor McCullough and Chair Gill will report back to the board at the next meeting.
10. HB 1075 – proposal to dissolve all elected SWCD's and replace with regional SWCD's appointed by Ag Commissioner, was discussed. Treasurer Morris, Chair Gill, Attorney Gonzalez, Executive Director Walsh, Supervisor Proctor, Vice Chair Young commented. Proposal to pursue politically, via individual channels, agreed to in principle.

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11. Mosaic land use/operations tour for Supervisors and staff was reviewed. Supervisor McCullough will update at next board meeting.