



Summary of Budget by Category

Fiscal Year 2024/25 Budget

Report Date 1/2024

Object	Expenditure Category	YTD Actual Expenses @ 3/31	Projected Expenditures	2023/24 Budget @ 3/31	2024/25 Budget Request	2024/25 Budget Approved	Difference	% Difference
001-118 IND RIV SOIL/WATER CONSERV								
41	SALARIES	\$20,232.50	\$41,018	\$43,456	\$43,733	\$43,733	\$277	0.64%
42	BENEFITS	\$11,214.26	\$22,611	\$23,148	\$23,029	\$23,029	(\$119)	-0.51%
43	OPERATING	\$2,634.93	\$5,934	\$5,924	\$8,524	\$6,439	\$515	8.69%
44	CAPITAL OUTLAY	\$0.00	\$0	\$0	\$0	\$0	\$0	0.00%
46	GRANTS AND AIDS	\$0.00	\$0	\$0	\$0	\$0	\$0	0.00%
TOTAL - IND RIV SOIL/WATER CONSERV		\$34,081.69	\$69,563	\$72,528	\$75,286	\$73,201	\$673	0.93%



Summary of Salaries & Benefits

Fiscal Year 2024/25 Budget

Report Date 7/19/2024

Object	Expenditure Category	YTD Actual Expenses @ 3/31	Projected Expenditures	2023/24 Budget @ 3/31	2024/25 Budget Request	2024/25 Budget Approved	Difference	% Difference
001-118	IND RIV SOIL/WATER CONSERV							
<u>SALARIES</u>								
011120	REGULAR SALARIES	\$20,232.50	\$41,018	\$43,456	\$43,733	\$43,733	\$277	0.64%
011140	OVERTIME	\$0.00	\$0	\$0	\$0	\$0	\$0	0.00%
011150	SPECIAL PAY	\$0.00	\$0	\$0	\$0	\$0	\$0	0.00%
TOTAL - SALARIES		\$20,232.50	\$41,018	\$43,456	\$43,733	\$43,733	\$277	0.64%
<u>BENEFITS</u>								
012110	SOCIAL SECURITY MATCHING	\$1,080.86	\$2,246	\$2,398	\$2,422	\$2,422	\$24	1.00%
012120	RETIREMENT CONTRIBUTION	\$2,745.56	\$5,567	\$5,906	\$5,961	\$5,961	\$55	0.93%
012130	INSURANCE	\$6,912.16	\$13,820	\$13,830	\$13,863	\$13,863	\$33	0.24%
012140	WORKERS COMPENSATION	\$28.90	\$60	\$60	\$67	\$67	\$7	11.67%
012160	OPEB CONTRIBUTION	\$194.00	\$392	\$392	\$149	\$149	(\$243)	-61.99%
012170	MEDICARE MATCHING	\$252.78	\$526	\$562	\$567	\$567	\$5	0.89%
TOTAL - BENEFITS		\$11,214.26	\$22,611	\$23,148	\$23,029	\$23,029	(\$119)	-0.51%
TOTAL - SALARIES & BENEFITS		\$31,446.76	\$63,629	\$66,604	\$66,762	\$66,762	\$158	0.24%



Current Positions

Fiscal Year 2024/25 Budget

Report Date 7/19/24

Description	Job #	Last	First	Status	Retire	Hours	Salary @ 3/31	Increase	24/25 Budget	
00111837										
IND RIV SOIL/WATER CONSERV										
STAFF ASSISTANT II	1105	CAGGIANO	LINDA	FT	REGULAR	75	42,491	1,242	43,733	
								Total		43,733



Detail of Operating Expenses

Fiscal Year 2024/25 Budget

Report Date 19/2024

Object	Expenditure Category	YTD Actual Expenses @ 3/31	Projected Expenditures	2023/24 Budget @ 3/31	2024/25 Budget Request	2024/25 Budget Approved	Difference	%
001-118	IND RIV SOIL/WATER CONSERV							
033190	OTHER PROFESSIONAL SERVICES	\$0.00	\$0	\$0	\$0	\$0	\$0	0.00%
034020	ALL TRAVEL	\$0.00	\$1,994	\$1,994	\$3,219	\$1,994	\$0	0.00%
034210	POSTAGE	\$0.00	\$40	\$30	\$40	\$40	\$10	33.33%
034630	MAINTENANCE - OFFICE EQUIPMEN	\$0.00	\$0	\$0	\$0	\$0	\$0	0.00%
034710	INTERNAL PRINTING EXPENSES	\$1,305.79	\$1,832	\$1,832	\$2,550	\$1,832	\$0	0.00%
035110	ALL OFFICE SUPPLIES	\$29.14	\$320	\$320	\$800	\$800	\$480	150.00%
035120	COMPUTER SOFTWARE	\$0.00	\$50	\$50	\$75	\$75	\$25	50.00%
035130	COMPUTER HARDWARE UPGRADE	\$0.00	\$0	\$0	\$0	\$0	\$0	0.00%
035250	INSTITUTIONAL SUPPLIES	\$0.00	\$0	\$0	\$0	\$0	\$0	0.00%
035260	EXPENDABLE TOOLS	\$0.00	\$0	\$0	\$0	\$0	\$0	0.00%
035270	MEDICINE & MEDICAL SUPPLIES	\$0.00	\$0	\$0	\$0	\$0	\$0	0.00%
035290	OTHER OPERATING SUPPLIES	\$0.00	\$0	\$0	\$0	\$0	\$0	0.00%
035410	BOOKS-MAGAZINES	\$0.00	\$0	\$0	\$0	\$0	\$0	0.00%
035420	DUES-MEMBERSHIPS	\$1,300.00	\$1,458	\$1,458	\$1,600	\$1,458	\$0	0.00%
035430	REGISTRATION FEES	\$0.00	\$240	\$240	\$240	\$240	\$0	0.00%
TOTAL OPERATING EXPENSES		\$2,634.93	\$5,934	\$5,924	\$8,524	\$6,439	\$515	8.69%



Budget Justification Report

Fiscal Year 2024/25 Budget

Report Date 7/19/2024

Org Code	Object	Project	Approved	Type	Budget Justification
001-118	IND RIV SOIL/WATER CONSERV				
00111837	034210		40.00		Mailing of letters, Audit packages to Auditor General, FDACS 1099G, and IRS Forms
00111837	034710		1,832.00		Text: *Toner for HP Color Laser Jet Pro MFW M180nw \$2,362 *Printing paper for printer \$188
00111837	035110		800.00		Miscellaneous Office Supplies: Note pads, sticky notes, pens, binders, folders; standard office supplies. Inflation increases. New chair for better back support\$250
00111837	035420		1,458.00		Membership Dues: Department of Economic Opportunity Fee \$175.00, National Association Conservation District Membership \$775.00, Florida Conservation District Employee Associatio Membership \$25.00 (Increased 09/2022), Association of Florida Conservation District Membership \$350.00; Inflation increases. $\$1,325.00 \times 20\% = \$265.00 + \$1,325.00 = \$1,590.00 / \$1,600 .00$ County Admin budget review- leave at \$1,458
118	Department Total		\$4,130		



Detail of Travel & Tuition Costs

Fiscal Year 2024/25 Budget

Object Number	Project Number	Item Description	Department Request			Board Approved		
			Travel	Tuition	Total Amount	Travel	Tuition	Total Amount
001-118		IND RIV SOIL/WATER CONSERV						
034020		ALL TRAVEL						
		TOLLS & PARKING	\$44	\$0	\$44	\$44	\$0	\$44
		Other Expenses to Travel: Tolls & Parking: FCDEA Mid-Year Meeting Travel from Office to Gainesville, FL - Tolls \$14.62 Roundtrip; FCDEA Annual Meeting Travel from Office to Gainesville, FL - Tolls \$14.62 Roundtrip; AFCD Annual Meeting Travel from Office to Sandestin, FL - Tolls \$14.62 Roundtrip; AFCD Mid-Year Meeting Travel from Office to Gainesville, FL - Tolls \$14.62 Roundtrip						
		Total 3 Roundtrip Tolls@ \$14.62 each = \$43.86 / 44.00						
		FCDEA is part of the Staff Assistant's job requirements to actively participate with the other Employees of the SWCD in Florida. AFCD is the State Conservation Office that is partnered with FDACS-OAWP and NRCS. Required to attend due to partners meetings.						
		FCDEA is part of the Staff Assistant's job requirements to actively participate with the other Employees of the SWCD in Florida.						
		Description: MEALS	\$443	\$0	\$443	\$443	\$0	\$443
		Envirothon Meetings Meals: N/A						
		AFCD Area 4 Meeting Meals: 11 x 1= 11.00						
		FCDEA Mid-Year Meals 36 x 2= 72.00						
		FCDEA Annual Meeting Meals: 36 x 2= 72.00						
		AFCD Annual Meeting Meals:36 x 4= \$144.00						
		AFCD Mid-Year Meeting Meals: 36 X 4= \$144.00						
		Total Meals: \$443.00						
		Envirothon Meetings and Competition is a responsibility of the SWCD. Envirothon is a responsibility of the SWCD. Florida Conservation District Employee Association (FCDEA) is part of the Staff Assistant's job requirements to actively participate with the other Employees of the SWCD in Florida. AFCD is the State Conservation Office that is partnered with FDACS-OAWP and NRCS. Required to attend due to partners meetings.						



Detail of Travel & Tuition Costs

Fiscal Year 2024/25 Budget

Object Number	Project Number	Item Description	Department Request			Board Approved		
			Travel	Tuition	Total Amount	Travel	Tuition	Total Amount
001-118		IND RIV SOIL/WATER CONSERV						
034020		ALL TRAVEL						
		Envirothon Meetings (3) + Competition Mileage: 137	\$1,308	\$0	\$1,308	\$83	\$0	\$83
		AFCD Area 4 Meeting Miles: 182						
		FCDEA Mid-Year Meeting Miles: 433						
		FCDEA Annual Meeting: 433						
		AFCD Annual Meeting Miles: 1200						
		AFCD Mid-Year Meeting Miles: 433						
		Miscellaneous Miles: 120						
		Total: 2940. X 0.445= \$1,307.86 / \$1308.00 Budget						
		County Admin budget review- leave budget flat at \$1,994						
		Envirothon is a responsibility of the SWCD.						
		Florida Conservation District Employee Association (FCDEA) is part of the Staff Assistant's job requirements to actively participate with the other Employees of the SWCD in Florida. AFCD is the State Conservation Office that is partnered with FDACS-OAWP and NRCS. Required to attend due to partners meetings.	\$1,424	\$0	\$1,424	\$1,424	\$0	\$1,424
		HOTELS						
		FCDEA Mid-Year Meeting Travel from Office to Gainesville, - Hotel 2 night \$107.00 x 2= \$214.00; FCDEA Annual Meeting Travel from Office to Gainesville - Hotel 2 nights \$149.00 X 2= 4298.00; AFCD Annual Meeting Travel from Office to Sandestin, FL (4-days) Hotel 3 nights \$155 x 3= \$465.00; AFCD Mid-Year Meeting Travel from Office to Gainesville, FL (4 days) Hotel 3 nights \$149 x 3= \$447.00						
		Total 2 Hotel nights @\$107.00 each = \$214.00						
		Total 5 Hotel nights @ \$149 each = \$745.00						
		Total 3 Hotel nights @ \$155.00 each = \$465.00						
		Total Hotel \$1,424.00						
		FCDEA is part of the Staff Assistant's job requirements to actively participate with the other Employees of the SWCD in Florida. AFCD is the State Conservation Office that is partnered with FDACS-OAWP and NRCS. Required to attend due to partners meetings.						
			<u>\$3,219</u>	<u>\$0</u>	<u>\$3,219</u>	<u>\$1,994</u>	<u>\$0</u>	<u>\$1,994</u>
035430		REGISTRATION FEES						



Detail of Travel & Tuition Costs

Fiscal Year 2024/25 Budget

Object Number	Project Number	Item Description	Department Request			Board Approved		
			Travel	Tuition	Total Amount	Travel	Tuition	Total Amount
001-118		IND RIV SOIL/WATER CONSERV						
035430		REGISTRATION FEES						
		Registration Dues: AFCD Annual Meeting \$100.00, FCDEA Mid-Year Meeting \$40.00; AFCD Mid-Year Meeting \$100.00 Required to attend for FDACS-OAWP and NRCS Meetings; requirement to actively participate with the other Employees of the SWCD in Florida	\$0	\$240	\$240	\$0	\$240	\$240
			<u>\$0</u>	<u>\$240</u>	<u>\$240</u>	<u>\$0</u>	<u>\$240</u>	<u>\$240</u>
					<u>\$3,459</u>			<u>\$2,234</u>



Detail of Software Costs
 Fiscal Year 2024/25 Budget

Object Number	Project Number	Item Description	Department Request Software Amount	Board Approved Software Amount
00111837		IND RIV SOIL/WATER CONSERV		
035120		COMPUTER SOFTWARE		
		IRSWCD Domain Registration with Hover, included extra funds for emergency Software. Required by state statute to have a stand-alone website.	\$75	\$75
			\$75	\$75