



DANIEL BOONE SOIL & WATER CONSERVATION DISTRICT
32637 MAIN STREET
JONESVILLE, VIRGINIA 24263
PHONE: (276) 346-1531
EMAIL: dbswcd@verizon.net
WEBSITE: www.danielbooneswcd.com

We work with the people who work the land.

MINUTES OF MEETING FEBRUARY 25, 2025

The Daniel Boone Soil & Water Conservation District Board of Directors met Tuesday, February 25, 2025 at the Daniel Boone Soil and Water Conservation District office in Jonesville, Virginia at 6:00 PM.

MEMBERS PRESENT

Roger Elkins
Amy Byington
Gary Martin
Mike Hobbs

ASSOCIATES PRESENT

Jason Miles
Gary Bailey

STAFF PRESENT

Samantha Briggs
Shawn Morris
Tim Miles
Tim Hobbs

PARTNERS PRESENT

Lorie Stevens
Laura Young

PUBLIC PRESENT

MEMBERS ABSENT:

Bobby Burchett

CALL TO ORDER:

The meeting was called to order by Roger Elkins, Chairman.

INVOCATION/PLEDGE:

Gary Martin/Everyone

REPORTS - OFFICERS: Secretary's Minutes and Treasurer's Reports

Roger Elkins asked the Board if there were any additions or corrections to the minutes. Hearing no additions or corrections, a motion was made to approve the December 17, 2024 Minutes of Meeting. (Martin, Byington, unanimous)

Roger Elkins asked the Board if there were any corrections to the Treasurer's report. Hearing none a motion was made to approve the February 18, 2025 Treasurer's report. (Hobbs, Byington, unanimous)

Amy Byington, Vice-Chair, recommends Roger Elkins serve as the acting chair until the slate of officers is approved. (Hobbs, Martin, unanimous)

Shawn Morris, Nominating Committee Chair, stated that the committee did not meet but recommends a slate of officers by acclamation: Roger Elkins, Chair; Bobby Burchett, Vice-Chair; Gary Martin, Secretary/Treasurer; and Samantha Briggs, Records Retention and Freedom of Information Act (FOIA) officer. (Byington, Hobbs, unanimous)

REPORTS – COMMITTEE CHAIRS:

Shawn Morris, Technical Committee Chair, discussed a hardship request for contract #24-14-0028 (instance #178316). He stated that the committee recommends submitting the request to the DCR ad-hoc committee for a hardship determination/repayment decision. (Byington, Martin, unanimous) A copy of the hardship request is attached and made a part of these minutes.

The Technical Committee also recommends an increase in funding for contract #24-23-0026 (instance #582772) due to difficult installation. A motion was made to increase project costs. The new total estimated cost is \$212,660.00, and the new estimated cost-share amount is \$159,495.00. The new tax credit approved amount is \$13,291.25. (Byington, Hobbs, unanimous)

The Technical Committee recommends the transfer of responsibility for contract #24-20-0037 (instance #384261). A motion was made to approve the transfer of responsibility from Richard Long to James Karlovich. (Martin, Hobbs, unanimous)

The Technical Committee recommends approval of payment for a bad well on contract #24-24-0047 (instance #546863). A motion was made to approve payment. (Martin, Hobbs, unanimous)

Roger Elkins, Personnel Committee Chair, stated that the committee did not meet but needs to conduct evaluations and meet before the next board meeting.

Amy Byington, Community Outreach Committee Chair, stated that the committee had met to finalize the district's 2025-2028 Long Range Plan. The committee recommends approval of the plan. A motion was made to approve the 2025-2028 Long Range Plan. (Byington, Martin, unanimous) Amy Byington also stated that the committee needs to meet to discuss a spring pasture walk. A copy of the Community Outreach committee minutes is attached and made a part of these minutes.

A verbal report of the ongoing activities of the Chairman was given by Roger Elkins.

A copy of the District Manager report is attached and made a part of these minutes.

A copy of the Conservation Specialist report is attached and made a part of these minutes.

A copy of the Conservation Technician report is attached and made a part of these minutes.

A copy of the Administrative Secretary report is attached and made a part of these minutes.

SPECIAL GUESTS:

Laura Young, DCR Southwest Region Steward, discussed a donation request for the 250th Anniversary Boone Trail Commemoration which will be held on April 23 – June 7. Amy Byington made a motion to donate \$100.00 for making stickers, \$150.00 for food for hikers and \$150.00 for t-shirts. After further discussion a motion was made to donate up to \$500.00 and to participate in the commemoration. (Byington, Hobbs, unanimous)

Laura Young was excused from the meeting.

UNFINISHED BUSINESS:

There was no progress to report on the Dodge Ram 2500 truck.

The board suspended the agenda item Nutrient Management Plan Certification. The board will revisit this item when training and certification are offered again.

NEW BUSINESS:

Samantha Briggs, Administrative Secretary, submitted the district's FY25 2nd Quarter Attachment E with supporting documents to DCR . The documents were sent on time. Lorie Stevens stated that she had reviewed the Attachment E and supporting documents and there were no questions or comments. A copy of the Attachment E and supporting documents are attached and made a part of these minutes.

Roger Elkins discussed the renewal of the district's associate directors: Jason Miles, Gary Bailey, and Donovan Willis. A motion was made to renew their terms for one year. (Byington, Hobbs, unanimous)

Roger Elkins discussed the 2025 committee appointments. A copy of the updated committee appointment list is attached and made a part of these minutes.

A motion was made to approve the 2025 IRS mileage rate of \$0.70 per mile effective January 1, 2025. (Byington, Hobbs, unanimous)

Samantha Briggs stated that the Area IV spring meeting will be held on Wednesday, March 12, 2025 at the 4-H Center in Abingdon, VA. Registration is \$25.00 per person. A motion was made for all directors, associate directors, and staff members that are available to attend. (Byington, Hobbs, unanimous)

Samantha Briggs prepared a list from the Annual Plan of Work and Strategic Plan of things to be accomplished in FY 2024-2025. The Board of Directors and staff reviewed and discussed the list. A copy of the list is attached and made a part of these minutes.

The board discussed the date and time of the district's monthly meetings. A motion was made to keep the district's monthly meeting the same, which is the 4th Tuesday of each month at 6:00 PM. (Byington, Hobbs, unanimous)

The board discussed the Lee County Board of Supervisors 2025-2026 Budget Request. Jason Miles, Budget Committee Member, asked Samantha Briggs to request the same amount as last fiscal year for operations. He also asked Tim Miles to develop a budget request for the Virginia Erosion and Sediment Control Program expenses. A motion was made to approve the budget request as directed. (Byington, Martin, unanimous)

Amy Byington discussed the Virginia Cooperative Extension Service's intern from Berea College. The intern would be available to assist both the Lee County Extension office and the district. She requested the district cover the intern's expenses incurred on the district's behalf. A motion was made for the district to cover the intern's expenses. (Martin, Hobbs, unanimous)

Amy Byington discussed virtual fencing. She requested the district provide a letter of support for further research.

Amy Byington discussed a streambank stabilization issue from a local landowner. Directors and staff will research the services provided through the Virginia Conservation Assistance Program.

ANNOUNCEMENTS:

None

REPORTS FROM COOPERATING AGENCIES:

A copy of the DCR Conservation District Coordinator report is attached and made a part of these minutes.

A copy of the NRCS District Conservationist report is attached and made a part of these minutes.

Lorie Stevens was excused from the meeting.

A verbal report of the ongoing activities of the Virginia Cooperative Extension was given by Amy Byington, Lee County ANR Extension Agent.

The meeting was adjourned by the Chairman of the Board.


Approved:



Roger Elkins, Chairman

3-25-2025
Date

Respectfully Submitted By:



A. Samantha Briggs, Admin. Sec.

January 16, 2025

Shawn,

I am replying to your letter in regards to my inability to Gain access to property I formally owned to allow you to verify maintenance of practices where a water system and fencing of said property was installed thru the Va. Ag. Cost share program. The letter also stated that because of this, I will be required to pay back the money received for above mentioned project.

I would like to humbly and respectfully request a determination of "hardship" and any money due to be repaid by me to cost Share be forgiven.

In a very short 9 week span, the unexpected deaths of my half-sister, my baby brother and my father occurred. This left me with the unfortunate task of settling multiple estates along with all financial burden of said estates, which has been exceedingly greater than anticipated. I was forced, and left with no choice but to sell the property in hopes of being able to obtain some relief financially. Unfortunately I was only able to cover just a fraction of the debt I have inherited and I continue to struggle financially on a daily basis.

Regrettably, because of the Chaos and stress I have been under, the maintenance agreement had not even entered into my mind, until receiving your letter.

I sincerely apologize for my failure to remember the agreement. I have no money at this time, and I do not see my financial situation improving anytime soon in the foreseeable future. I deeply and sincerely apologize for this situation. If my financial situation wasn't so severe and grave, I would not hesitate to repay the cost share program, because I am so grateful to have received the assistance when I needed it. I deeply and humbly apologize for the situation and any issues it may have caused you.

Again, I would like to respectfully request a determination of "hardship" and forgiveness for repayment of any cost share deemed owed by me due to my severe financial hardship.

I am very grateful and appreciative for your favorable consideration in this unfortunate matter.

Feel free to contact me with any questions you may have or additional information you may need.

Sincerely,
Ernest Kevin Short

2023 VACS Program Report - 1

| CONTRACT # | Instance | Practice | Total Est Cost | Estimated Cost/Share | Survey | Design | Construct Begins | Percent Complete | Remarks |
|------------|--------------|----------|----------------|----------------------|--------|--------|------------------|------------------|---|
| 24-23-0003 | | SL-6W | \$25,201.79 | \$27,241.79 | Y | Y | Y | 100 | Piggy-back project. Complete and paid paid \$26,141.78 |
| 24-23-0022 | | SL-6F | \$74,398.65 | \$78,478.65 | Y | Y | Y | 10 | We met with Mr. Mickle in the office. He has decided to change contractors and will be scheduling a pre-construction meeting. |
| 24-23-0024 | | SL-6W | \$88,615.00 | \$93,931.00 | Y | Y | Y | 45 | Fencing is complete. The landowner's husband has plans to install the watering system himself. |
| 24-23-0040 | | SL-6W | \$131,497.50 | \$134,977.50 | Y | Y | Y | 100 | Complete and paid paid \$97,790.40 |
| 24-23-0043 | | SL-6W | \$52,915.00 | \$56,275.00 | Y | Y | | | No progress to report |
| 24-23-0051 | A. Ball | SL-6W | \$53,690.00 | \$55,370.00 | Y | Y | Y | 100 | Complete and paid paid \$44,094.51 |
| 24-23-0056 | | SL-6W | \$107,940.00 | \$116,904.00 | Y | Y | Y | 100 | Complete and paid paid \$116,904.00 |
| 24-23-0069 | | SL-6W | \$74,500.59 | \$80,548.59 | Y | Y | Y | 100 | Piggy-back project. Complete and paid paid \$60,032.77 |
| 24-23-0071 | | SL-6W | \$90,222.50 | \$92,586.50 | Y | Y | Y | 100 | Complete and paid paid \$91,864.50 |
| 24-23-0072 | | SL-6W | \$11,836.75 | \$12,436.75 | Y | Y | Y | 100 | Complete and paid paid \$12,436.75 |
| 24-23-0075 | | SL-6W | \$76,610.00 | \$82,922.00 | Y | Y | Y | 30 | Well has been drilled and pipeline has been installed. |
| 24-23-0076 | D. Demeo | SL-6W | \$30,559.47 | \$37,999.47 | Y | Y | Y | 100 | Piggy-back project. Complete and paid. Paid: \$37,999.47 |
| 24-23-0080 | | SL-6W | \$14,310.65 | \$16,746.65 | Y | Y | Y | 100 | Piggy-back project. Complete and paid. Paid: \$16,745.74 |
| 24-23-0085 | J. Hounshell | SL-6W | \$16,662.85 | \$17,934.85 | Y | Y | Y | 55 | Piggy-back project. Watering system is complete, fencing to follow. |
| 24-23-0086 | | SL-6W | \$16,869.41 | \$18,981.41 | Y | Y | Y | 100 | Complete and paid paid \$18,981.41 |
| 24-23-0087 | | SL-6W | \$16,783.09 | \$20,167.09 | Y | Y | Y | 100 | Piggy-back project. Complete and paid. Paid \$17,797.91 |
| 24-23-0088 | 521794 | SL-6W | \$16,294.07 | \$18,754.07 | Y | Y | Y | 100 | Piggy-back project. Complete and paid. Paid \$18,227.82 |
| | 521848 | SL-6W | \$10,920.97 | \$11,580.97 | Y | Y | Y | 100 | Piggy-back project. Complete and paid. Paid: \$10,669.77 |
| | 521884 | SL-6W | \$13,437.79 | \$15,597.79 | Y | Y | Y | 100 | Piggy-back project. Complete and paid. Paid \$6,815.28 |
| 24-23-0090 | J. Lowe | SL-6W | \$84,135.00 | \$86,055.00 | Y | Y | | | No progress to report |
| 24-23-0094 | | SL-6W | \$125,190.00 | \$128,550.00 | Y | Y | Y | 100 | Complete and paid paid \$125,312.17 |
| 24-23-0095 | | SL-6W | \$212,225.00 | \$230,225.00 | Y | Y | Y | 100 | Complete and paid paid \$230,225 |
| 24-23-0098 | R. Speck | SL-6W | \$83,320.00 | \$84,328.00 | | | | | no progress to report |
| 24-23-0099 | | SL-6W | \$113,377.50 | \$115,825.50 | Y | Y | Y | 100 | Complete and paid paid \$115,825.50 |

SWCD: Daniel Boone Name of Committee: Technical Committee

Date: 2/25/2025 Time: 4:30pm Location: DBSWCD office

Designated Note taker: Tim Miles

Voting Members in Attendance: Shawn Morris, Gary Bailey, Jason Miles,
Tim Hobbs, Tim Miles, Amy Byington

Voting Members Not in Attendance: Jordan Southern

Others in Attendance: Lorie Stevens

Agenda/Discussion Item #1

Topic: Hardship request for Kenn Short (contract # 24-14-0028)
update Inst # 178316

Motion/Recommendation:
Due to ^{reasonable} ~~possible~~ hardship request based upon submitted letter by Mr Short
submit to ad-hoc committee for hardship determination / repayment decision

Motion Made By: Jason Miles Seconded By: Amy Byington Vote: all aye

Comments: _____

Follow Up Actions- (Who/What/When): _____

Agenda/Discussion Item #2

Topic: William Edwards contract increase
(24-23-0026) due to difficult installation

Motion/Recommendation:

increase contract # 24-23-0026, instance # 582772
new total = \$212,660.00; new G.S. = \$159,495.00; ^{new} tax credit = \$13,291.25

Motion Made By: Jason Seconded By: Amy Vote: all aye

Comments: _____

Follow Up Actions- (Who/What/When): _____

Agenda/Discussion Item #3

Topic: transfer of responsibility for
Contract # 24-20-0037
inst. # 384261

Motion/Recommendation:

transfer of responsibility from Richard Long to
James Karlowich

Motion Made By: Tim Miles Seconded By: Amy Vote: all aye

Comments: _____

Follow Up Actions- (Who/What/When): _____

Additional Committee Business:

Approve bad well (oil well) on Contract # - 24-24-0047
inst # 546863

Amy - 1st Tim Hobbs - 2nd all aye

Shawn discussed obligating PY25 funds soon

Set next Committee Meeting Date, time and location: TBD

Motion to Adjourn By: _____ Seconded By: _____

Time of Adjournment: 5:25 pm Submitted by: Tim Miles

Committee Chair Signature: R. Shaukri

SWCD: Daniel Boone Name of Committee: Community Outreach

Date: 1-3-2025 Time: 1:00 pm Location: DBSWCD office

Designated Note taker: Tim Miles

Voting Members in Attendance: Amy Byington, Shawn Morris,
Tim Hobbs, Tim Miles, Jordan Southern

Voting Members Not in Attendance: Samantha Briggs

Others in Attendance: none

Agenda/Discussion Item #1

Topic: develop 2025-2028 long Range Plan

Motion/Recommendation:
accept revised document as the
2025-2028 Long Range Plan

Motion Made By: Jordan Southern Seconded By: Tim Hobbs Vote: all aye

Comments: _____

Follow Up Actions- (Who/What/When): none

Additional Committee Business:

Set next Committee Meeting Date, time and location: TBD

Motion to Adjourn By: _____ **Seconded By:** _____

Time of Adjournment: 2:30 pm **Submitted by:** Jim Miles

Committee Chair Signature: Ray Bryson

DBSWCD
District Manager Report
Jan. – Feb.

- Program year 2022 – There are only 2 projects not completed (R. Cox & W. Hurd) one is under construction. **\$36,089.75 unobligated**
- Program year 2023 – Eight projects not completed, four of which are under construction. **\$24,788.40 unobligated**
- Program year 2024 – 10 of the 33 approved projects have been completed designed, 6 are under construction, and 6 have been paid. **\$12,143.18 unobligated**
- Program Year 2025 - **~\$2.83 million unobligated**
- We are trying to finish up planning visits for PY 2025 in order to rank and obligate our funding. We think the chances to “piggy-back” any project this year is doubtful due to the current atmosphere within the USDA. Cost estimates have been updated, etc...
- Construction has been slow so far this year because of the weather but, we have been making construction checks on those few that are in progress.
- Hobbs has completed the AWMS Plans for all the PY 2024 WP-4 SF's. I will be sending them, risk assessments, and accompanying information to the DCR engineer for review and, hopefully, designs.
- Four WP-4 SF projects (3 SL-6's and a WP-4 SF) have been completed and paid.
- Hobbs and I attended the Annual meeting in Roanoke.
- All technical staff attended the VA Forage and Grassland Council meeting in Wytheville.
- I have been working with other agencies, on the Public Access' Boat Launches on the Powell River, to identify new boat launch sites. During a recent tour of potential sites we visited the Flanary Bridge and Beech Grove Bridge sites that had been previously installed, only to find that they were gone. My opinion is that they were stolen...

Tim Miles
DBSWCD
Conservation Specialist Report
February 25, 2025

- I. Virginia Erosion and Sediment Control Program
 - The Land Disturbing Reports for December 2024 and January 2025 were submitted to DEQ.
 - Routine inspections were made on active E&S projects.
 - I participated in the 2024 Construction General Permit Updates webinar on January 8.
 - E&S permits were issued for the Timberline Barns and Randy Jones Rock Picking Operation projects.
- II. Virginia Agricultural Cost-Share Program
 - I have been entering information into the Conservation Application Suite to pay applicants for completed projects.
 - I made a construction inspection on one project.
 - I have been digitizing components and developing conservation plans in the Conservation Application Suite for PY25 projects.
- III. Miscellaneous
 - The Community Outreach Committee met on January 3. The 2025-2028 Long Range Plan was developed.
 - Information for the VASWCD Scholarship was submitted to local schools. Four \$2,000 scholarships will be awarded statewide. Local applications are due to the District by March 21. The selected application must be sent to the VASWCD by April 18.
 - Information for the Youth Conservation Camp was submitted to local schools. The camp will be held from July 13-19, 2025 at Virginia Tech. Applications are due to the District by April 17. Two applicants must be selected and sent to the VASWCD by May 5.
 - The District website has been updated periodically.
 - I attended the Virginia Forage and Grassland Council training in Wytheville on January 28.

Erosion and Sediment Control Project List

| Name of Project | Approved Plan | Permit Number | LDA Acreage | Estimated Completion Date |
|---|---------------|---------------|-------------|---------------------------|
| LMU College of Veterinary Medicine New Classroom Building | X | 2021-06 | 10.60 | Spring 2025 |
| Stone Mountain ATV Trail (Spearhead Trails Maintenance) | X | 2022-02 | 0.99 | Ongoing |
| White Rock Truss, LLC | X | 2022-08 | 0.61 | Spring 2025 |
| Brandon Cheek Rock Picking Operation | X | 2022-09 | 0.61 | Spring 2025 |
| Travis Hall Rock Picking Operation | X | 2023-03 | 0.61 | Spring 2025 |
| Whistle Pig Country Store and Deli | X | 2023-07 | 0.97 | Summer 2025 |
| Free Pentecostal Church of God Building | X | 2023-12 | 0.96 | Summer 2025 |
| Jonesville Water System Improvements (Phase 2) | X | 2024-01 | 0.90 | Spring 2025 |
| Timberline Barns | X | 2025-01 | 0.90 | Spring 2025 |
| Randy Jones Rock Picking Operation | X | 2025-02 | 0.61 | Summer 2025 |
| Magnolia Health and Wellness Dryden Rehab Project | X | | 3.48 | |
| Lee County PSA Ocoonita-Miller Smyth Chapel Interconnection | X | | 0.76 | |

DBSWCD
Conservation Technician Report
February 2025

- Completed Pest Management and Water Quality Implications online class.
- Completed a two-day class on Soil Science
- Went on several Construction checks
- Working on several AWMS

Samantha Briggs, DBSWCD
Administrative Secretary Report
February 25, 2025

- Submitted signed minutes of meeting and treasurer's reports to Lorie Stevens, CDC
- Submitted signed minutes of meeting and treasurer's report to Tim Miles for website
- Attended virtual "Records Management 101" training
- Submitted Payroll for January 30, 2025
- Registered and switched all Hybrid payments to VOYA
- Submitted Hybrid VOYA Retirement Cash Match 401(A)
- Submitted Hybrid VOYA 457 Deferred Comp Plan
- Submitted Payroll for February 13, 2025
- Submitted Hybrid VOYA Retirement Cash Match 401(A)
- Submitted Hybrid VOYA 457 Deferred Comp Plan
- Submitted Federal 941 Tax to the Department of Taxation (January 2025)
- Submitted VA Withholding Tax to the Virginia Department of Taxation (January 2025)
- Submitted Virginia Retirement Contribution for January 2025
- Prepared the Minutes of Meeting for December 17, 2024 for the February 25, 2025 board meeting
- Prepared the Agenda for the February 25, 2025 board meeting
- Prepared the Treasurer's Report for the February 25, 2025 board meeting
- Submitted board packets for February 25, 2025 board meeting
- Purchased board meeting supplies
- Prepared invoice for board meeting meals
- Prepared Running Budget for February 2025
- Placed 2025 Conservation Award winners in the Powell Valley Newspaper
- Submitted all the end-of-2024 taxes (W-2's, W-3, VA-6, etc.)
- Submitted all 2024 1099 G's to the VACS Program participants
- Sent out Area IV Spring Meeting Notice for the meeting which will be held on Wednesday, March 12, 2025 in Abingdon, VA at the 4-H Center
- Reconciled both CD accounts
- Reconciled Operation Account Bank Statement to QuickBooks
- Reconciled VACS Program Account Bank Statement to QuickBooks
- Paid all monthly bills

Attachment E
*******OFFICIAL FISCAL YEAR 2025 FORM*******
 Department of Conservation and Recreation
 Virginia Nonpoint Source Management Program
 Project Financial Report

SWCD: Daniel Boone Agreement Number: 503OPS-25-09-GF
 Contact: Samantha Briggs Phone Number: 276-346-8196
 Address: 32637 Main Street
Jonesville, Virginia 24263
 Reporting Quarter Dates: 10/1/2024 thru 12/31/2024
 (beginning) (closing)

NOTE: Only the Yellow fields are unprotected and capable of having data entered into them. Please remember to enter a negative sign (-) when you enter Exenditures or Transfers Out. Thanks!

| | Beginning Balance * | Transfers In/Out (Must = 0) | Adjusted Beginning Balance (1) +/- (2) | Receipts (During the report period) | Expenditures (During the report period) | Ending Balance |
|------------------------------|---------------------|-----------------------------|--|-------------------------------------|---|----------------|
| | (1) | (2) | (3) | (4) | (5) | (6) |
| State Sources | | | | | | |
| PY 2019-2024 OCB VACS | \$15,963.32 | | \$15,963.32 | \$0.00 | \$0.00 | \$15,963.32 |
| PY 2021-2022 OCB VACS | \$0.00 | | \$0.00 | | | \$0.00 |
| PY 2021-2023 OCB VACS | \$0.00 | | \$0.00 | | | \$0.00 |
| 0 | \$0.00 | | \$0.00 | | | \$0.00 |
| PY 2022 OCB VACS | \$231,452.75 | | \$231,452.75 | \$0.00 | (\$131,895.00) | \$99,557.75 |
| PY 2022-2023 OCB VACS | \$20,952.50 | | \$20,952.50 | \$0.00 | \$0.00 | \$20,952.50 |
| 0 | \$0.00 | | \$0.00 | | | \$0.00 |
| PY 2023 OCB VACS | \$774,360.91 | | \$774,360.91 | \$0.00 | \$0.00 | \$774,360.91 |
| 0 | \$0.00 | | \$0.00 | | | \$0.00 |
| PY 2024 OCB VACS | \$1,882,425.73 | | \$1,882,425.73 | \$0.00 | (\$84,719.99) | \$1,797,705.74 |
| 0 | \$0.00 | | \$0.00 | | | \$0.00 |
| PY 2025 OCB VACS | \$2,029.86 | | \$2,029.86 | \$1,770.03 | \$0.00 | \$3,799.89 |
| 0 | \$0.00 | | \$0.00 | | | \$0.00 |
| DCR OPERATIONS | \$274,563.04 | | \$274,563.04 | \$0.00 | (\$20,488.14) | \$254,074.90 |
| 0 | \$0.00 | | \$0.00 | | | \$0.00 |
| PY 2023 OCB VNRCF 1A | \$0.00 | | \$0.00 | | | \$0.00 |
| 0 | \$0.00 | | \$0.00 | | | \$0.00 |
| PY 2024 OCB VNRCF 1A | \$301,330.67 | | \$301,330.67 | \$0.00 | (\$52,720.03) | \$248,610.64 |
| 0 | \$0.00 | | \$0.00 | | | \$0.00 |
| PY 2025 OCB VNRCF 1A | \$88,449.00 | | \$88,449.00 | \$0.00 | \$0.00 | \$88,449.00 |
| Total State Sources | \$3,591,527.78 | \$0.00 | \$3,591,527.78 | \$1,770.03 | (\$289,823.16) | \$3,303,474.65 |
| Federal Sources | (1) | (2) | (3) | (4) | (5) | (6) |
| Other: (Specify) | \$0.00 | | \$0.00 | | | \$0.00 |
| Other: (Specify) | \$0.00 | | \$0.00 | | | \$0.00 |
| Other: (Specify) | \$0.00 | | \$0.00 | | | \$0.00 |
| Other: (Specify) | \$0.00 | | \$0.00 | | | \$0.00 |
| Other: (Specify) | \$0.00 | | \$0.00 | | | \$0.00 |
| Total Federal Sources | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 |
| Local/Other Sources | (1) | (2) | (3) | (4) | (5) | (6) |
| LEE COUNTY | \$22,203.40 | | \$22,203.40 | \$1,842.90 | (\$24,046.30) | \$0.00 |
| 0 | \$0.00 | | \$0.00 | | | \$0.00 |
| NEW VEHICLE RESERVE | \$15,911.14 | | \$15,911.14 | \$0.00 | \$0.00 | \$15,911.14 |
| 0 | \$0.00 | | \$0.00 | | | \$0.00 |
| EQUIPMENT | \$13,166.14 | | \$13,166.14 | \$0.00 | \$0.00 | \$13,166.14 |
| 0 | \$0.00 | | \$0.00 | | | \$0.00 |
| 0 | \$0.00 | | \$0.00 | | | \$0.00 |
| 0 | \$0.00 | | \$0.00 | | | \$0.00 |
| CD-BUILDING/RAINY DAY | \$348,953.80 | | \$348,953.80 | \$4,806.87 | \$0.00 | \$353,760.67 |
| 0 | \$0.00 | | \$0.00 | | | \$0.00 |
| CD-RESERVE BUILDING | \$184,825.69 | | \$184,825.69 | \$2,545.99 | \$0.00 | \$187,371.68 |
| 0 | \$0.00 | | \$0.00 | | | \$0.00 |
| 0 | \$0.00 | | \$0.00 | | | \$0.00 |
| 0 | \$0.00 | | \$0.00 | | | \$0.00 |
| 0 | \$0.00 | | \$0.00 | | | \$0.00 |
| Total Local/Other | \$565,060.17 | \$0.00 | \$565,060.17 | \$9,195.76 | (\$24,046.30) | \$570,209.63 |
| TOTAL (All Sources) | \$4,176,587.95 | \$0.00 | \$4,176,587.95 | \$10,965.79 | (\$313,869.46) | \$3,873,684.28 |

* - The beginning balance is the amount of funds on hand at the start of the report period. The ending balance from the previous report period will become the beginning balance for the new report period. This figure will
 ** Must be signed by the District Treasurer or a Director/Associate Director with check signing authority. Two different signatures are required on the Attachment E submittal.

Prepared by: Samantha Briggs [Signature] 1/10/2025
 Print Name Signature Date
 **Approved by: Bobby Burchett [Signature] 1/10/2025
 Print Name Signature Date

Completed reports should be directed to the district's assigned DCR Conservation District Coordinator by the deadlines established in this agreement.

10:45 AM
01/10/25
Cash Basis

Daniel Boone SWCD
Balance Sheet
As of December 31, 2024

| | Dec 31, 24 |
|---------------------------------------|----------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| Operations District Account | 620,211.82 |
| VACS Program Account 1 BMP | 2,712,340.11 |
| CD | 353,760.67 |
| CD Building Fund | 187,371.68 |
| Total Checking/Savings | <u>3,873,684.28</u> |
| Total Current Assets | <u>3,873,684.28</u> |
| TOTAL ASSETS | <u>3,873,684.28</u> |
| LIABILITIES & EQUITY | |
| Equity | |
| Retained Earnings | 4,616,402.77 |
| Net Income | -742,718.49 |
| Total Equity | <u>3,873,684.28</u> |
| TOTAL LIABILITIES & EQUITY | <u>3,873,684.28</u> |

Daniel Boone SWCD
Profit & Loss
 October through December 2024

| | Oct - Dec 24 |
|--------------------------------------|--------------|
| Ordinary Income/Expense | |
| Income | |
| OPERATIONS | |
| Operations Account Interest | 1,607.90 |
| CD Interest | 7,352.86 |
| Total OPERATIONS | 8,960.76 |
| COST SHARE | |
| VACS Program Interest | 1,770.03 |
| Total COST SHARE | 1,770.03 |
| LOCAL FUNDS | |
| Seeder Rental | 205.00 |
| Local Gov't | 30.00 |
| Total LOCAL FUNDS | 235.00 |
| Total Income | 10,965.79 |
| Gross Profit | 10,965.79 |
| Expense | |
| COST SHARE EXPENDITURES | |
| VACS Recipient Payments | 216,614.99 |
| Total COST SHARE EXPENDITURES | 216,614.99 |
| Payroll Expenses | |
| Salaries & Wages | 45,890.29 |
| Payroll taxes | 3,510.63 |
| Unemployment Tax Exp | 3.18 |
| Total Payroll Expenses | 49,404.10 |
| Employee Benefits | |
| HIC Exp | 149.10 |
| VLDP | 186.44 |
| Retire/GroupLife | 4,437.84 |
| Health | 18,347.58 |
| Dental | 10,018.80 |
| Total Employee Benefits | 33,119.76 |
| Staff Expenses | |
| Training | 150.00 |
| Total Staff Expenses | 150.00 |
| Directors | |
| Conference | 1,260.00 |
| Meals | 401.00 |
| Total Directors | 1,661.00 |
| District Ops | |
| Accounting Assistance | 450.00 |
| Truck & Van Fuel | 609.13 |
| Truck & Van Maintenance | 105.00 |
| Insurance | |
| Workers Comp | 73.00 |
| Total Insurance | 73.00 |
| Awards Banquet | 2,060.55 |
| Donations | 300.00 |
| Equipment | 2,746.93 |
| Kids In the Creek Day | 1,413.20 |
| Dues & Subscriptions | 1,340.00 |
| PastureWalk | 69.24 |
| Phone | 724.89 |
| Postage | 368.64 |
| Office Supplies & Exp | 2,659.03 |
| Total District Ops | 12,919.61 |
| Total Expense | 313,869.46 |
| Net Ordinary Income | -302,903.67 |
| Net Income | -302,903.67 |

Samantha Briggs

From: Samantha Briggs <dbswcd@verizon.net>
Sent: Friday, January 10, 2025 11:09 AM
To: 'McGarry, Barbara (DCR)'
Cc: Stevens, Lorie (DCR)
Subject: RE: Reminder: RMP TA Requests January 15

Hi Barbara,

The Daniel Boone SWCD is "requesting no reimbursement" for the period from October 1, 2024 – December 31, 2024.

Have a great day,

Samantha Briggs

Daniel Boone SWCD
32637 Main Street
Jonesville, Virginia 24263
(276) 346-8196
dbswcd@verizon.net

From: McGarry, Barbara (DCR) <Barbara.McGarry@dcr.virginia.gov>
Sent: Monday, January 6, 2025 12:32 PM
To: McGarry, Barbara (DCR) <Barbara.McGarry@dcr.virginia.gov>

Subject: Reminder: RMP TA Requests January 15

Please remember that RMP TA requests are due January 15. The attached form can be used to request reimbursement for RMP reviews or certification inspections, or 3-year continued implementation inspections conducted October 1, 2024 – December 31, 2024.

Note, that DCR requests that inspection forms, TRC meeting minutes, and Board meeting minutes be attached to the RMP.

If you are requesting reimbursement e-mailed to me at the address included in my signature, with a 'cc to your CDC.

If you are not requesting any reimbursement, there is no need to complete a form, but please respond to this e-mail with the text "requesting no reimbursement".

Please forward this message if the appropriate person in your District Office has not received this message.

Should you have any questions about the reimbursements, the process, or the report, please let me know.

Barbara McGarry
Resource Management Plan Program Coordinator
Division of Soil and Water Conservation
Virginia Department of Conservation and Recreation
600 E. Main Street, 24th Floor

Daniel Boone SWCD 2025 Committee Appointments

Budget Committee: **Bobby Burchett, Chair**
Jason Miles
Gary Martin
Advisors: Samantha, Shawn, Tim and Hobbs

Personnel Committee: **Roger Elkins, Chair**
Bobby Burchett
Gary Martin
Advisor: Shawn

Community Outreach: **Amy Byington, Chair**
Tim Hobbs
Tim Miles
Samantha Briggs
Shawn Morris
Jordan Southern

Awards Committee: **Shawn Morris, Chair**
Samantha Briggs
Jordan Southern
Tim Miles
Mike Hobbs
Tim Hobbs

Nominating Committee: **Shawn Morris, Chair**
Bobby Burchett
Tim Miles

Technical Committee: **Shawn Morris, Chair**
Jordan Southern
Amy Byington
Jason Miles
Gary Bailey
Tim Miles
Tim Hobbs

SWCD COOP Committee: **Amy Byington, Chair**
Roger Elkins
Samantha Briggs
Tim Miles
Shawn Morris

Grant/Inventory Committee - **Amy Byington, Chair**
Bobby Burchett
Tim Miles
Shawn Morris
Samantha Briggs
Tim Hobbs

Review of Annual Plan of Work & Strategic Plan 2024-2025

Action Items to accomplish in January & February 2025:

Monthly Schedule of Annual Plan & Strategic Plan:

January:

1. Renew all Associate Directors' Terms. (*Board of Directors*)
2. Update Committee Appointments. (*Chairman of the Board*)
3. Place notice in local newspaper about time, date and location of the SWCD and Technical Committee meetings for the upcoming year. (*Staff*)
4. SWCD Directory update to VASWCD. (*Administrative Secretary*)
5. Approve Employee Position Descriptions and Job Performance Evaluations. (*Board of Directors/Personnel Committee*)
6. Consider salary and/or cost of living increases for employees based on Job Performance Evaluations and merit. (*Board of Directors/Personnel Committee/Budget Committee*)
7. Publish informative articles on SWCD related issues. (*Staff*)
8. Submit/Present activity and/or progress reports to the Lee County Board of Supervisors on a quarterly basis (coincide with quarterly reports to DCR). (*Board of Directors/Staff*)
9. Sponsor Lee County students to attend Youth Conservation Camp. Begin recruitment, dissemination of information and provide applications to potential Youth Conservation Camp applicants. (*Staff*)
10. Send VASWCD Scholarship application to local schools. (*Staff*)
11. District Board will review engineering spot-check results and engineering job approval authority (EJAA) approved by the DCR Engineer. (*Board of Directors*)

February:

1. Host local Envirothon workshop for participation teams. (Staff)
2. Select date and location for spring, summer, fall, and winter pasture walks respectively, according to stakeholder interest and current issues. (Committee Outreach Committee/Staff)



February 2025 – Conservation District Coordinator (CDC) Report

Lorie M. Stevens, Conservation District Coordinator

DCR-Division of Soil and Water Conservation – Abingdon Regional Office

lorie.stevens@dcr.virginia.gov | 276.451.5821

1) Administrative and Operational Items

- **Status of FY25 2nd Quarter Attachment E and QuickBooks Reports:** All Attachment Es were submitted, and reviews are complete with comments sent to individual SWCDs. As always, if you foresee any issues with the required submittal deadline for completed and signed Attachment Es, please reach out to me in advance and I will do my best to work with your district so that your grant agreement deliverables are met.
- **FY25 3rd Quarter Disbursement Letters:** Disbursement letters are scheduled to be sent out via e-mail on 02/13/25. Expect to receive these funds via direct deposit within 30 days of the date of the disbursement letter. Check to ensure that deposits match the disbursement letter and notify me of any discrepancies. In addition, check the corresponding cost-share data entries in the AgBMP Tracking Program.
- **SWCD Director Appointment and Resignation Deadline 03/01/25:** Should a SWCD have any director appointments and/or resignations that need approval from the VA Soil and Water Conservation Board (VSWCB) those need to be submitted to Blair Gordon via email with the assigned CDC copied no later than 03/01/25. Director appointment submittals must include the following documents: DCR 199-014 (Nomination for Appointment Form), DCR-199-015 (Bio Form), and a copy of the SWCD board meeting minutes. Note: DCR-199-015 is not required for VCE Agents. Resignations must include a copy of the SWCD board meeting minutes.
- **Directory Updates:** Please review your SWCD's respective SWCD directory page(s) and submit any SWCD directory updates or changes to Shannon Mitchum at the VASWCD. Please ensure that contact information for newly appointed VCE Agent directors is included as part of your SWCD's submitted updates.
- **January To Do List: (If your district did not have a January meeting, please complete these tasks at your February meeting.)**
 - **Calendar Year 2025 SWCD Officer Elections:** Remember that the officer elections need to include the appointment of a FOIA Officer and Records Retention Officer. If you plan to use a Nominating Committee, be sure to have that committee in place. Send all officer updates to the VASWCD, your CDC, and other partners.
 - **Associate Director Appointments/Reappointments:** Associate Directors are to be appointed or reappointed on an annual basis. Associate Directors may be appointed at any time of the year.
 - **Setting the Calendar Year 2025 Board Meeting Date & Time:** If you need to change the meeting date & time later in the CY that is certainly allowed. Send all updates to the VASWCD, your CDC, and other partners.
 - **Committee Appointments:** These are typically appointed by the Chair in January or February.
 - **Check Signing Authority:** If there are changes needed for check signing authority, because of new directors or new officers, make sure to record this in the board minutes.
 - **Bank Signature Cards:** Bank signature cards should be reviewed and updated as necessary. Follow the banking institution's protocol for updates.
- **Federal Mileage Rate for CY 2025:** Effective 01/01/25, the IRS standard mileage rate for the use of a car (also vans, pickups or panel trucks) will be 70 cents per mile driven for business use, up 3 cents

from the PY 2024 rate. The new mileage rate should officially be approved by the Board of Directors.

Source: <https://www.irs.gov/tax-professionals/standard-mileage-rates>

- **New eVa Requirement for All Contracts:** As of Jan. 1, 2025, changes to the Va. Public Procurement Act will take effect and all public contracts with nongovernmental contractors for the purchase or lease of goods, services, insurance or construction will be required to go through eVa. While SWCDs may still advertise through their normal process, they must also post to eVa and accept electronic bids/proposals through the eVa platform. The SWCD may still accept hard copies bids from advertising contracts in other places but must also accept bids/proposals through eVa. Email is not considered an acceptable, safe platform for receiving bids, thus eVA is offered as the alternative safe procurement platform. The procurement act only applies to contracts from public bodies; **this does not impact the bid process used by producers for Ag BMPs.** The eVA system is available to SWCDs free of charge. If you do not already have an eVA account, you can contact your local government procurement account executive for assistance. Their contact information can be found at: <https://dgs.virginia.gov/globalassets/businessunits/dps/documents/localgovernment/virginiafullcountiesasof04242018.pdf>.
- **Review of APOW:** Please recall that, as per the Operations grant agreement, SWCDs must conduct a mid-year review of the annual plan of work. This review should also be recorded in the minutes.
- **Review of the Desktop Procedures Manual:** As per the Operations grant agreement, each SWCD must ensure that “DCR’s Desktop Procedures is annually reviewed by the District Board and/or their Finance Committee and documented in board meeting minutes.
- **Finance Committee Meetings:** The Desktop Procedures for District Fiscal Operations requires that “the finance committee (or designated group) meet at least twice a year to establish a budget and to review financial statements. Minutes of these meetings must be prepared and maintained by the district in accordance with FOIA.” The Chair of the Finance Committee should sign the minutes. That means that the finance/ budget committee should plan to meet in the middle of the fiscal year to review and check in with the budget so please begin planning your SWCD’s finance committee meeting. Remember, since this is a committee meeting (i.e. A PUBLIC MEETING), the meeting must be advertised and minutes must be kept, presented to the full board for approval and signed by the finance committee chair.
- **Assets Inventory:** The Desktop Procedures manual requires that SWCDs maintain a detailed fixed assets inventory (pages 26 & 27). All inventory items should be tagged, and the sequential tag number included on the inventory listing. Remember that all external data storage devices, regardless of value, must be included on the inventory list due to the important data and intellectual property stored on these devices. The fixed assets inventory should be revisited annually and all changes should be board approved and recorded in the minutes.
- **Semi-Annual Personnel Evaluations:** Per the FY25 Admin & Ops Grant Agreement, SWCDs must maintain position descriptions and performance expectations, a personnel policy, and conduct employee evaluations. For those completing evaluations twice per fiscal year, December or January are the months recommended to complete staff evaluations w/ the Personnel Committee. Committee meetings must adhere to FOIA, which includes a notice of at least 3 business days and minutes must be taken.
- **Friendly Reminder – Signed Board Meeting Minutes:** Per the FY25 Administrative and Operational Grant Agreement, Deliverable #7, DCR-DSWC Conservation District Coordinators are required to maintain copies of the approved, signed board meeting minutes (regular, special-called, and committee). Please continue to email me approved minutes each month, as they become available.

2) Ag and Cost-Share Items

- **NRCS/ SWCD Piggyback Reminder:** Please make sure that both the SWCD and NRCS are working together in the planning stages of piggyback practices to ensure that these practices receive SWCD

board approval prior to the participant initiating the practice. Remember that the VACS program goals are slightly different than those of NRCS and there may be items included by NRCS that are not eligible to receive VACS funding so please check components carefully against VACS practice specifications. It is also important to note that there may be additional requirements in the VACS specifications that must be met prior to practice approval, particularly where animal waste practices are concerned. Finally, please remember to abide by the rate set forth in the VACS practice specifications to ensure that it is not exceeded when paying the SWCD portion of the cost-share. **If you are unsure about the planning process or just need general assistance with ANY BMP practice, PLEASE reach out to your CDC or appropriate DCR staff for guidance.**

- **Follow-up to Random BMP Verifications:** Please continue to work with participants who have BMPs with maintenance needs and remember to update the Verification Module as repairs are completed.
- **BMP QA/QC Reports:** To ensure that technical staff understand my process, the BMP QA/QC Reports are generated and emailed to the assigned CDC every other Monday. I will forward to individual SWCDs **only** if there are identified QA/QC issues.
- **VACS Program Practices Requiring Nutrient Management Plan (NMP) Before Cost-Share Payment/Tax Credit Issued:** This is the annual reminder that several VACS Program Best Management Practices (BMPs), such as cover crop and animal waste, require that a NMP be prepared and signed by a certified nutrient management planner before such BMPs can be certified as complete and paid. Refer to Pages 1-4 of the PY25 VACS Program Manual for a complete practice list. Cost-share payments or tax credits cannot be issued until a current NMP is on file with the SWCD. Please assist participants in need of NMPs to contact a planner well in advance of practice completion to ensure that payments are not delayed. DCR nutrient management specialists are available and willing to write plans but cannot always fulfill last minute requests. Another option is to refer producers to DCR's Direct Pay Program that pays private plan writers to provide plans. There is an NMP Information Sheet that DCR developed for districts to use. It can be downloaded from the DCR Marketing Toolkit page (<https://www.dcr.virginia.gov/soil-and-water/document/VACS-NutMgnt-FILLABLE-flyer.pdf>)
- **Update on Practices damaged/destroyed by Hurricane Helene:** In December 2024 the Soil and Water Conservation Board approved the creation of a funding account to be used for repair or replacement of BMPs damaged or destroyed by Hurricane Helene in designated counties. The SWCB also approved three options for how that funding would be offered to producers. Please reference the email sent by Sara Bottenfield dated 02/04/2025 with the subject "Practices damaged/destroyed by Helene – update" for the designated localities and the three options offered. DCR is in the process of setting up the Hurricane Helene funding source in CAS. That process should be completed relatively soon, and DCR will send another update to let Districts know when it is available. At that point Districts should be able to move forward with funding repairs for participants who choose Option #2 or #3 as those are very similar to our existing procedures for CCI practices and EAN repairs. DCR is still developing the process for Districts to follow for Option #1 and will also share an update when that process is finalized. At this point District staff can be working with impacted producers to let them know the options available for funding and verify any repairs that have already been completed.
- **G.R.A.S.S. Project:** The Grazing for Appalachian Sustainability grant project is a Climate Smart Commodities Grant administered by USDA and run by West Virginia University, Virginia Tech, Virginia State University, and the West Virginia Conservation Association. The Virginia Department of Conservation and Recreation has committed \$1 Million in VACS funding spent in the participating counties as in-kind match. The goal of the GRASS project is to improve knowledge and management practices for small and underserved farmers in Central Appalachia, including all of West Virginia and 25 western counties in Virginia. The GRASS project provides farmers with educational and technical assistance, as well as financial incentives, to support the transition from conventional management to sustainable, climate-smart conservation practices on working lands. GRASS Coordinators serving the 25 western counties in VA have been contacting their respective districts requesting that the districts

opt into the grant program. Currently there are still numerous questions regarding the grant process, funding and the role of districts. While it is at the discretion of the District's Board whether to participate or not, it is advisable that the district may want to postpone decision making until additional information is received from the GRASS Coordinators and provided to districts.

- **VACS Promotional Videos:** DCR's Public Communications and Marketing Outreach staff have worked closely with agricultural producers and SWCDs across Virginia to develop several VACS promotional videos. The new [VACS promotional videos](#) are posted on DCR's YouTube channel and will be promoted on DCR's social media platforms. DCR sent links to the SWCD listserv via the Marketing Minute eNewsletter, which included instructions on how to use the videos and what to post on social media channels and websites. DCR is exploring the possibility of creating additional videos this spring promoting the VACS program and additional BMPs not yet featured. The VACS program YouTube playlist can be found [here](#).
- **Status of Administrative Cost-Share Case File Reviews:**
 - **IMPORTANT:** As a result of recently completed Cost-Share Case File Administrative Reviews, it came to my attention that districts need to review Section 12 (Page 21-22) of the PY25 Cost-Share and TA Policy, which addresses missing signatures on the VACS Contract. I have cut and pasted the section immediately below for your convenience. As a reminder this is not a new policy as it was initially implemented and went into effect July 1, 2022.
 - **Signatures on the VACS Contract -** *For any practice funded in whole or in part by the VACS Program, a VACS contract must be completed and signed in its entirety by both the appropriate District staff, District Director, and the participant. For any practice marked complete and issued payment on or after July 1, 2022, failure to obtain the appropriate signatures on a VACS contract in its entirety will result in the amount provided in VACS cost-share funding for the practice, including the associated technical assistance funding, being withheld from the District's cost-share and technical assistance allocation for the next fiscal year by the Department. VACS cost-share files will be examined during financial audits, administrative cost share file reviews, and verifications to ensure the appropriate signatures have been obtained.*

Should your CDC discover missing signatures on Contract Part I, II, or III while completing a cost-share admin review, it will be documented on the current admin review worksheet, which is reported to DCR-Richmond. Additionally, the District Liaison, Ag Incentive Program Manager and DCR Area Manager will be made aware of the discovery. As a reminder: this is an OAG driven policy change and consequences for not following the policy require VSWCB action.

3) DCR Conservation Planner Certification Courses Announced: Training dates have been announced for CY 2025 for anyone working towards the DCR Conservation Planner Certification. Questions should be directed to Carl Thiel-Goin, DCR-DSWC Conservation Planning and Training Coordinator at carl.thiel-goin@dcr.virginia.gov

- Virginia Agriculture BMP and Cost-Share Program: 02/28/25, 9:00 AM, Via ZOOM
- RUSLE 2 Part C: April, Details and information to come
- Conservation Selling Skills: 04/02-04/03/25, Central VA Community College, Lynchburg, VA
- Stream ID Course: 05/21/25, 8:00 AM – 4:30 PM, Charlottesville, VA
- Nutrient Management Training Schools: Summer 2025
- VA Resource Training: 10/15-10/16/25, Online
- RUSLE 2 Part A, B, C: Fall 2025
- DCR Conservation Planner Course: October 21-23, In person, Buckingham County

4) Ag Outreach Event to Fulfill FY25 Admin/Ops Grant Agreement Deliverables: Plan NOW! SWCDs should look at your FY25 calendar and start planning for the required agricultural community outreach event, to be held before 06/30/25. Remember the following criteria must be met per the grant agreement:

#17. The District hosted at least one agricultural community outreach event during the year that met the following:

- The outreach event was marketed through at least three venues, one of which must be directed towards producers with small farms or producers considered socially disadvantaged.
- The outreach event included an introduction to the District for the community. The introduction should include the history of the District, mission statement, Directors, staff, program offered (including agricultural programs, educational programs, and urban programs if offered).
- The outreach event included a discussion featuring local agricultural producers who have utilized the VACS Program to install BMPs on their operations.
- The District notified all partners, including the Virginia State University-Small Farm Outreach Program (Program) of the event and a representative from each organization was invited to participate on the agenda.

#18. The District notified the Virginia State University – Small Farm Outreach Program (Program) of every outreach event conducted by the District focusing on agricultural producers. At least two weeks prior to an outreach event, both the Program’s state representative and the regional representative, if known, were notified by email; the state representative (Frederick Custis) should be emailed at fcustis@vsu.edu. A Program representative was invited to participate in the event if they chose to do so.

Upcoming Training and Important Dates:

- **February 3, 2025:** eVA Zoom Training.
- **February 4, 2025:** Virginia General Assembly Crossover.
- **February 11, 2025:** CAS Training from 9:00AM till 3:00PM (participation options are virtual or in-person at the Staunton DCR Office). Please RSVP to Jen Edwards at jennifer.edwards@dcr.virginia.gov.
- **February 17, 2025:** George Washington Day, State Offices Closed
- **February 19, 2025:** VASWCD HR Virtual Training Session “Next Level Teams” from 9:30AM till 12:00PM. Registration required at <https://us02web.zoom.us/meeting/register/tZAsceGqpi4tGtM8DRXa58k83Rt9pfB9tQ2>
- **February 22, 2025:** Virginia General Assembly adjourns.
- **March 12, 2025:** Area IV Spring Meeting, Southwest Virginia 4-H Center, Abingdon, VA
- **April 24, 2025:** Area IV Envirothon, New River Valley Fairgrounds, Dublin, VA
- **Spring 2025:** Conservation Selling Skills Course and Perennial Streams Training

cc: Blair Gordon, Soil and Water Conservation District Liaison
Sara Bottenfield, Agricultural Incentives Program Manager
Angela W. Ball, PhD, DCR Western Area Manager

Electronically sent to SWCD offices 02/06/2025.



Jonesville SERVICE CENTER REPORT
Daniel Boone SWCD Board Meeting
02/25/2025

Program Updates/Deadlines:

- **Environmental Quality Incentives Program (EQIP)**
FY25 EQIP Applications = Approximately 40

EQIP Payments November & December - \$88,906.95 (13 Practices)

FY25 EQIP & CSP Application Deadline: October 11th

FY25 EQIP ACT NOW Approvals – 10 Contracts totaling \$138,356.00

FY25 EQIP (Classic) Ranking Deadline – March 28th

FY25 EQIP (Classic) Preapprovals – April 3rd
- **Conservation Stewardship Program (CSP)**

3 FY25 Renewals Obligated
- **Agricultural Conservation Easement Program (ACEP)**

None
- **Conservation Reserve Program/Conservation Reserve Enhancement Program (CRP/CREP)**
None
- **Conservation Technical Assistance**
As requested by participants

BMP Projects/Partnership Activities

- Approximately 5 -10 projects under construction
- 1 WFF complete

Other Collaborations/Key Interactions Benefitting Districts

Local Working Group/Public Meetings
Complete

Outreach/Agency Activities/Events (dates)

Upcoming Training Opportunities in the Area (JEDs, Webinars, Field Days)

- January 28th Grazing Conference, Wytheville
- February 20th – JED, Wytheville

Earth Team Volunteer Program

-

VA NRCS Operational/Personnel Changes

- Updates, if available

Submitted By Jordan Southern, District Conservationist