



We work with the people who work the land.

DANIEL BOONE SOIL & WATER CONSERVATION DISTRICT
32637 MAIN STREET
JONESVILLE, VIRGINIA 24263
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MINUTES OF MEETING JULY 25, 2023

The Daniel Boone Soil & Water Conservation District Board of Directors met Tuesday, July 25, 2023 at the Daniel Boone Soil & Water Conservation District office in Jonesville, Virginia at 6:00 PM.

MEMBERS PRESENT

Amy Byington
Bobby Burchett
Mike Hobbs
Gary Martin

ASSOCIATES PRESENT

Jason Miles
Gary Bailey

STAFF PRESENT

Samantha Briggs
Shawn Morris
Tim Miles
Liz Maggard

PARTNERS PRESENT

Mandy Fletcher
Jordan Southern

PUBLIC PRESENT

MEMBERS ABSENT:

Roger Elkins

CALL TO ORDER:

The meeting was called to order by Amy Byington, Vice-Chair.

INVOCATION/PLEDGE:

Gary Martin/Everyone

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

Amy Byington asked the Board if there were any additions or corrections to the minutes. Hearing no corrections, the minutes stand as distributed.

Amy Byington asked the Board if there were any corrections to the Treasurer's report. Hearing none the July 17, 2023 Treasurer's report is submitted for record.

REPORTS - COMMITTEE CHAIRS:

Shawn Morris, Technical Committee Chair, stated that the committee recommends the approval of the FY24 Secondary Considerations. A motion was made to approve the secondary considerations as presented to the board. (Hobbs, Martin, unanimous)

The Technical Committee also recommends approval of the FY24 Average Cost List. A motion was made to approve the cost list. (Martin, Burchett, unanimous) A copy of the VACS Program report, committee minutes of meeting, FY24 Secondary Considerations, and FY24 Average Cost List are attached and made a part of these minutes.

Daniel Boone Soil and Water Conservation District is an Equal Opportunity Employer and Provider

There was no report submitted from the Chairman.

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:

None

UNFINISHED BUSINESS:

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

There was no progress to report on the No-Till Seeder Position.

The board will revisit the Dell Inspiron 15R Notebook at the August board meeting.

Tim Miles, Conservation Specialist, reported that the Lee County Board of Supervisors granted the district an increase in local funding for FY23-24 in the amount of \$2,298.00. The total local funding is \$48,266.00.

Gary Martin, Board Member, discussed the transfer of funds for the district's certificate of deposits. He stated that due to Lee Bank & Trust Company offering a much higher interest rate that the district will keep both certificates at Lee Bank & Trust Company. A motion was made that both district certificates remain at Lee Bank & Trust Company. (Martin, Burchett, unanimous)

NEW BUSINESS:

Samantha Briggs, Administrative Secretary, reported that she had submitted the district's FY23 4th Quarter Attachment E and FY23 4th Quarter Year-To-Date Totals with supporting documents to DCR. The documents were sent on time. The reports were accurate, and there were no comments or questions. A copy of the Attachment E, Year-To-Date Totals, and supporting documents are attached and made a part of these minutes.

The board discussed the proposed FY 2022-23 Annual Report submitted by Samantha Briggs. A motion was made to approve the Annual Report. (Martin, Hobbs, unanimous) A copy of the Annual Report is attached and made a part of these minutes.

Samantha Briggs discussed dedicated reserve. She stated that she had sent a copy of the formula used to calculate the district's dedicated reserve in the board packets. She also stated that dedicating reserve funds is not required this fiscal year. A motion was made to approve the dedicated reserve report. (Burchett, Martin, unanimous) A copy of the Dedicated Reserve formula and calculation is attached and made a part of these minutes.

Samantha Briggs reported that she had submitted the FY2023 Cost-Share Program Cash On-Hand Balance Sheet and VACS Program Carryover Report to DCR. The documents were received on time, and they were accurate. There were no comments or questions. A motion was made to approve the reports. (Burchett, Hobbs, unanimous) A copy of the FY2023 Cost-Share Program Cash On-Hand Balance Sheet and Carryover Report is attached and made a part of these minutes.

Samantha Briggs prepared a list from the Annual Plan of Work and Strategic Plan of things to be accomplished in FY 2023-2024. 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.

ANNOUNCEMENTS:

None

REPORTS FROM COOPERATING AGENCIES:

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

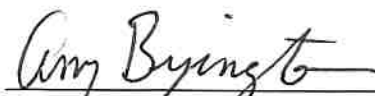
A copy of the NRCS District Conservationist report is attached and made a part of these minutes.

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

A motion was made to adjourn the meeting. (Martin, Burchett, unanimous)


Approved:

Respectfully Submitted By:



Roger Elkins, Chairman
Amy Byington, Vice-Chair

8/22/23
Date


A. Samantha Briggs, Admin. Sec.

2020 VACS Program Report

| CONTRACT # | Instance | Practice | Total Est Cost | Estimated Cost/Share | Survey | Design | Construc Begins | Percent Complete | Remarks |
|------------|----------|----------|----------------|----------------------|--------|--------|-----------------|------------------|---|
| 24-20-0001 | | SL-6W | \$74,870.00 | \$79,214.00 | Y | Y | | | Cancelled |
| 24-20-0003 | | SL-6W | \$19,150.00 | \$19,402.00 | Y | Y | Y | 100 | Complete and paid paid \$19,252.30 |
| 24-20-0005 | | SL-6W | \$49,986.50 | \$50,106.50 | Y | Y | Y | 100 | Complete and paid paid \$50,106.50 |
| 24-20-0006 | | SL-6W | \$48,670.00 | \$49,342.00 | Y | Y | Y | 100 | Complete and paid paid \$49,342.00 |
| 24-20-0008 | | SL-6W | \$39,452.50 | \$44,474.40 | Y | Y | Y | 100 | Complete and paid paid \$44,474.40 |
| 24-20-0009 | | SL-6W | \$76,565.00 | \$80,309.00 | Y | Y | Y | 100 | Complete and paid paid \$80,095.80 |
| 24-20-0010 | | SL-7 | \$45,185.00 | \$33,888.75 | Y | Y | Y | 100 | Complete and paid paid \$33,888.75 |
| 24-20-0011 | | SL-6W | \$44,067.50 | \$44,847.50 | Y | Y | Y | 100 | Complete and paid paid \$42,516.25 |
| 24-20-0014 | | WP-4 | \$117,049.00 | \$87,786.75 | Y | Y | Y | 100 | Complete and paid paid \$87,786.75 |
| 24-20-0018 | | WP-4 | \$119,532.00 | \$89,649.00 | Y | Y | Y | 100 | Complete and paid |
| 24-20-0025 | | WP-4 | \$186,289.00 | \$139,716.75 | Y | Y | Y | 100 | Paid \$89,649.00 and \$39,951.00 (\$129,600.00 total) Complete and paid paid \$139,716.75 |
| 24-20-0026 | | SL-6W | \$43,455.00 | \$43,983.00 | Y | Y | Y | 100 | Complete and paid paid \$43,296.25 |
| 24-20-0029 | | SL-6W | \$47,027.50 | \$47,819.50 | Y | Y | Y | 100 | Complete and paid paid \$47,819.50 |
| 24-20-0030 | | SL-6W | \$21,537.50 | \$21,036.63 | Y | Y | Y | 100 | Complete and paid paid \$17,664.08 |
| 24-20-0032 | | SL-6W | \$54,286.50 | \$54,742.50 | Y | Y | Y | 100 | Complete and paid. |
| 24-20-0033 | 378375 | SL-7 | \$24,095.00 | \$18,071.25 | Y | Y | Y | 100 | paid \$47,747.00 Complete and paid |
| 24-20-0035 | | SL-6W | \$99,552.50 | \$100,000.00 | Y | Y | Y | 100 | paid \$17,383.54 Complete and paid |
| 24-20-0036 | | SL-6W | \$76,080.00 | \$76,740.00 | Y | Y | Y | 100 | paid \$85,516.95 Complete and paid |
| 24-20-0037 | | SL-6W | \$105,720.00 | \$100,000.00 | Y | Y | Y | 100 | paid \$69,742.95 Complete and paid |
| 24-20-0041 | | SL-6W | \$62,510.00 | \$63,110.00 | Y | Y | Y | 100 | paid \$99,061.27 Complete and paid. EAN complete and paid |
| 24-20-0043 | | SL-6W | \$25,875.00 | \$31,875.00 | Y | Y | Y | 100 | Paid \$63,110.00. EAN paid \$18,068.54 paid \$30,031.10 Complete and paid |
| 24-20-0044 | | SL-6W | \$32,320.00 | \$33,520.00 | Y | Y | Y | 100 | paid \$32,879.25 Complete and paid |
| 24-20-0046 | | SL-6W | \$24,360.00 | \$25,560.00 | Y | Y | Y | 100 | paid \$25,560.00 Complete and paid |
| 24-20-0047 | | SL-6W | \$66,870.00 | \$67,350.00 | Y | Y | Y | 100 | paid \$65,973.00 Complete and paid |
| 24-20-0050 | | SL-6W | \$47,169.40 | \$49,041.40 | Y | Y | Y | 100 | Paid \$48,624.50 Complete and paid |
| 24-20-0052 | | SL-6W | \$89,787.50 | \$94,587.50 | Y | Y | Y | 100 | paid \$94,587.50 Complete and paid |

2020 VACS Program Report Cont'd

| CONTRACT # | Instance | Practice | Total Est Cost | Estimated Cost/Share | Survey | Design | Construc Begins | Percent Complete | Remarks |
|------------|----------|----------|----------------|----------------------|--------|--------|-----------------|------------------|--|
| 24-20-0053 | | SL-6W | \$64,115.00 | \$65,555.00 | Y | Y | Y | 100 | Complete and paid paid \$65,555.00 |
| 24-20-0056 | | SL-6W | \$81,000.00 | \$82,488.00 | Y | Y | Y | 100 | Complete and paid paid \$77,918.70 |
| 24-20-0059 | | SL-6W | \$23,282.50 | \$23,762.50 | Y | Y | Y | 100 | Complete and paid paid \$23,762.50 |
| 24-20-0060 | | SL-6W | \$46,330.00 | \$46,702.00 | Y | Y | Y | 100 | Complete and paid paid \$46,702.00 |
| 24-20-0062 | | SL-6W | \$74,637.50 | \$75,537.50 | Y | Y | Y | 100 | Complete and paid paid \$75,537.50 |
| 24-20-0063 | | SL-6W | \$67,200.00 | \$69,600.00 | Y | Y | Y | 100 | Complete and paid paid \$69,411.95 |
| 24-20-0066 | | SL-6W | \$44,100.00 | \$45,060.00 | Y | Y | Y | 100 | Complete and paid paid \$44,770.50 |
| 24-20-0069 | | SL-6W | \$19,625.00 | \$20,345.00 | Y | Y | Y | 100 | Complete and paid. paid \$20,345.00 |
| 24-20-0104 | | SL-6W | \$30,957.50 | \$32,157.50 | Y | Y | Y | 100 | Complete and paid paid \$32,081.35 |
| 24-20-0105 | | SL-6W | \$40,152.50 | \$42,552.50 | Y | Y | Y | 100 | Complete and paid paid \$42,552.50 |
| 24-20-0107 | | WP-4 | \$120,101.00 | \$90,075.75 | Y | Y | Y | 100 | Complete and paid paid \$90,075.75 |
| 24-20-0108 | | WP-4 | \$115,417.00 | \$86,562.75 | | | | | Cancelled |
| 24-20-0109 | | WP-4 | \$55,520.00 | \$41,640.00 | | | | | Cancelled |
| 24-20-0007 | | SL-6W | \$20,532.50 | \$22,932.50 | Y | Y | Y | 100 | Complete and paid paid \$22,932.50 |
| 24-20-0020 | | WP-4 | \$83,013.00 | \$62,259.75 | | | | | Cancelled |
| 24-20-0017 | | WP-4 | \$79,605.00 | \$59,703.75 | Y | Y | Y | 100 | Complete and paid paid \$59,703.75 |
| 24-20-0033 | 389722 | WP-4 | \$160,829.00 | \$120,621.75 | Y | Y | Y | 100 | Complete and paid paid \$120,621.75 |
| 24-20-0027 | | WP-4 | \$115,417.00 | \$86,562.75 | | | | | Cancelled |
| 24-20-0023 | | WP-4 | \$160,625.00 | \$120,468.75 | | | | | Cancelled |
| 24-20-0021 | | WP-4 | \$81,409.00 | \$61,056.75 | | | | | We were notified that the landowner is now deceased. |
| 24-20-0004 | | SL-6W | \$111,782.50 | \$100,000.00 | Y | Y | Y | 100 | Complete and paid paid \$100,000.00 |
| 24-20-0028 | | SL-6W | \$35,145.00 | \$36,345.00 | Y | Y | Y | 100 | Complete and paid paid \$32,178.75 |
| 24-20-0022 | | WP-4 | \$197,897.00 | \$148,422.75 | Y | Y | Y | 100 | Complete and paid paid \$148,422.75 |
| 24-20-0019 | | WP-4 | \$185,180.00 | \$138,885.00 | Y | Y | Y | 100 | Complete and paid paid \$138,885.00 |
| 24-20-0002 | | SL-6 | \$49,965.00 | \$52,725.00 | Y | Y | | | Cancelled |

SWCD: Daniel Boone Name of Committee: BMP committee

Date: 7/26/23 Time: 4:30 Location: office

Designated Note taker: WZ

Voting Members in Attendance: Shawn, Jordan, Tony, Tim, Amy, Gary,
Jason

Voting Members Not in Attendance: _____

Others in Attendance: Mandy

Agenda/Discussion Item #1

Topic: Secondary Considerations amendments

Motion/Recommendation:
Approve secondary considerations as presented

Motion Made By: Jordan Seconded By: Jason Vote: ✓

Comments: _____

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

Agenda/Discussion Item #2

Topic: Average Cost list for FY24

Motion/Recommendation:

Approve Average Cost list as presented

Motion Made By: Amy Seconded By: Jason Vote: ✓

Comments: _____

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

Agenda/Discussion Item #3

Topic: _____

Motion/Recommendation:

Motion Made By: _____ Seconded By: _____ Vote: _____

Comments: _____


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

Additional Committee Business:

Set next Committee Meeting Date, time and location: _____

Motion to Adjourn By: Grawn Seconded By: Jordan

Time of Adjournment: 5:00 Submitted by: UZ

Committee Chair's Signature: 



DANIEL BOONE SOIL & WATER CONSERVATION
DISTRICT
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We work with the people who work the land.

June 30, 2023

To: Sara Bottenfield
Ag. Incentives Program Manager

From: Roger Elkins, Chairman
Daniel Boone Soil and Water Conservation District

Subject: Proposed 2024 Virginia Agricultural Cost-Share Dispersal Criteria

The state maximum cost-share of \$300,000 will apply to all practices.

MINIMUM PRIORITY CONSIDERATIONS:

(1) Watersheds are prioritized as follows:

HIGH: TP13, TC34,

MEDIUM: TC31, TC32, TC33, TC35, TP06, TP07, TP08, TP09, TP10, TP12, TP14,
TP15, TP16, TP17, TP18

LOW: TP11, TP19

(2) Have lands that are 1/3 HEL (Highly Erodible Land). If an individual has received a HEL determination and has not had a plan approved, the individual is not eligible for VACS assistance.

(3) Comprehensive conservation planning for the entire farm or tract (as appropriate) will receive priority consideration; however, while comprehensive conservation planning is encouraged it is not required.

(4) Candidates for cost-share or tax credit approval that are located within or upstream of an identified Total Maximum Daily Load (TMDL) stream segment shall be prioritized for funding by watershed ranking.

(5) Applications for cost-share or tax credit approval to implement BMPs that are included in an approved VA Resource Management Plan will also receive priority consideration.

SECONDARY CONSIDERATIONS: (The following bullets will be used in order to prioritize practices.)

- “Lowest Conservation Efficiency Factor (CEF Factor)” will be used in distribution of VACS funding when comparing practices within a hydrologic unit group (high, medium, and low – as shown under minimum priority considerations.
- History of Successful Participation – CEF factors will be adjusted according to the following criteria pertaining to the applicant’s participation:
 - Cancellation of project after approval: +1
 - Multiple cancellations of approved projects: +2
 - Cancellation of project too late to reallocate funds: +2
 - Failed verification (corrected): +1
 - Failed verification (uncorrected): +3
 - Fourth year (DCR approved) carryover: +1
 - Successful participation (within the last 10 yrs): -1
 - New VACS Program applicant (not in last 10 yrs): -3

Cc: Mandy Fletcher

Daniel Boone SWCD Average Cost List for FY 2024

| Practice Code | Practice Name | Practice Scenario | Units | Estimated Average Cost/Unit for FY 24 |
|---------------|------------------------|---|-------|---------------------------------------|
| 342 | Critical Area Planting | Critical Area Planting with farm equipment seeding only | Acre | \$380 |
| 342 | Critical Area Planting | Critical Area Planting with farm equipment | Acre | \$1,250 |
| 342 | Critical Area Planting | Critical Area Planting with construction equipment | Acre | \$1,700 |
| 342 | Critical Area Planting | NWSG along upper slopes, fescue along drainage-ways | Acre | \$270 |
| 342 | Critical Area Planting | Disturbed Forest Management Access Areas such as landing areas, skid trails and logging roads | Acre | \$1,960 |
| 378 | Pond | Earthen Pond - Embankment or Dugout | CuYds | \$3.10 |
| 382 | Fence | 3-strand barbed wire | LnFt | \$3.65 |
| 382 | Fence | 4-strand barbed wire | LnFt | \$3.85 |
| 382 | Fence | 5-strand barbed wire | LnFt | \$4.00 |
| 382 | Fence | 2-strand high tensile electric wire | LnFt | \$2.70 |
| 382 | Fence | 3-strand high tensile electric wire | LnFt | \$3.45 |
| 382 | Fence | 4-strand high tensile electric wire | LnFt | \$3.60 |
| 382 | Fence | 5-strand high tensile electric wire | LnFt | \$4.00 |
| 382 | Fence | 40" electric netting for small ruminants and/or poultry | LnFt | \$1.18 |
| 382 | Fence | 4ft. woven wire + 1-strand of barbed wire | LnFt | \$5.00 |
| 382 | Fence | Extreme Cond. Fencing, 3-Strand barbed wire | LnFt | \$4.35 |
| 382 | Fence | Extreme Cond. Fencing, 4-Strand barbed wire | LnFt | \$4.55 |
| 382 | Fence | Extreme Cond. Fencing, 5-Strand barbed wire | LnFt | \$4.60 |
| 382 | Fence | Extreme Cond. Fencing, 2-Strand HT electric wire | LnFt | \$3.20 |
| 382 | Fence | Extreme Cond. Fencing, 3-Strand HT electric wire | LnFt | \$4.20 |
| 382 | Fence | Extreme Cond. Fencing, 4-Strand HT electric wire | LnFt | \$4.40 |
| 382 | Fence | Extreme Cond. Fencing, 5-Strand HT electric wire | LnFt | \$4.70 |
| 382 | Fence | Extreme Cond. Fencing, 4' woven w/ 1std. barb wire | LnFt | \$5.80 |
| 382 | Fence | Charger | No. | \$750.00 |
| 382 | Fence | 8' Gate | No | \$325.00 |
| 382 | Fence | 10' Gate | No | \$330.00 |
| 382 | Fence | 12' Gate | No | \$340.00 |
| 382 | Fence | 14' Gate | No | \$350.00 |
| 382 | Fence | 16' Gate | No | \$375.00 |

| | | | | |
|-----|---------------------------------|---|-------|---------|
| 390 | Riparian Herbacious Cover | Riparian Herbacious Cover - Native Warm Season Grasses | Acre | \$260 |
| 390 | Riparian Herbacious Cover | Rip. Herb. Cover-Native Warm Sea. Grasses + legumes | Acre | \$250 |
| 390 | Riparian Herbacious Cover | Riparian Herbacious Cover - Nat. Succession /disking | Acre | \$18.20 |
| 391 | Riparian Forest Buffer | 110 Trees, Hardwoods only w/ tubes ≤ 5acres | Acre | \$875 |
| 391 | Riparian Forest Buffer | 110 Trees, Hardwoods only w/ tubes > 5acres | Acre | \$845 |
| 391 | Riparian Forest Buffer | 300 Trees, Hardwoods only w/ tubes ≤ 5acres | Acre | \$1,800 |
| 391 | Riparian Forest Buffer | 300 Trees, Hardwoods only w/ tubes > 5acres | Acre | \$1,770 |
| 391 | Riparian Forest Buffer | 110 Trees, Hardwoods w/ tubes and Pines making up to 20% of total trees/acre planted ≤ 5acres | Acre | \$765 |
| 391 | Riparian Forest Buffer | 110 Trees, Hardwoods w/ tubes and Pines making up to 20% of total trees/acre planted > 5acres | Acre | \$735 |
| 391 | Riparian Forest Buffer | 300 Trees, Hardwoods w/ tubes and Pines making up to 20% of total trees/acre planted ≤ 5acres | Acre | \$1,700 |
| 391 | Riparian Forest Buffer | 300 Trees, Hardwoods w/ tubes and Pines making up to 20% of total trees/acre planted > 5acres | Acre | \$1,670 |
| 391 | Riparian Forest Buffer | 110 Hardwoods & 120 Mixed Shrubs, ≤ 5 acres | Acre | \$1,580 |
| 391 | Riparian Forest Buffer | 110 Hardwoods & 120 Mixed Shrubs, > 5 acres | Acre | \$1,550 |
| 412 | Grassed Waterway | Grassed Waterway | Acre | \$1,615 |
| 512 | Pasture and Hayland Planting | Native Warm Season Grass Establishment | Acre | \$260 |
| 512 | Pasture and Hayland Planting | Cool Season Grass Establishment | Acre | \$330 |
| 512 | Pasture and Hayland Planting | Renovation with Legumes, broadcast "frost-seeded" | Acre | \$14.50 |
| 512 | Pasture and Hayland Planting | Renovation with Legumes, drilled | Acre | \$31.00 |
| 516 | Pipeline | Pipeline 1.25" PVC | LnFt | \$3.75 |
| 516 | Pipeline | Pipeline 1.5"-2.0" PVC | LnFt | \$4.00 |
| 516 | Pipeline | Quick Coupler Connection | No | \$150 |
| 516 | Pipeline | Public Water Connection | No | \$920 |
| 516 | Pipeline | Extreme Cond. Pipeline 1.25" PVC or PE | LnFt | \$5.00 |
| 516 | Pipeline | Extreme Cond. Pipeline 1.5"-2" PVC or PE | LnFt | \$5.25 |
| 516 | Push Under Road | Pipeline Push Under Road | No | \$2,500 |
| 521 | Pond Sealing or Lining | Flexible Membrane | SqFt | \$1.45 |
| 521 | Pond Sealing or Lining | Soil Dispersant | SqFt | \$1.55 |
| 521 | Pond Sealing or Lining | Bentonite Clay | SqFt | \$1.55 |
| 521 | Pond Sealing or Lining | Compacted Clay, on-site source | CuYds | \$7.15 |
| 521 | Pond Sealing or Lining | Compacted Clay, off-site source | CuYds | \$17 |
| 527 | Sinkhole & Sinkhole Area Treat. | Excavate and Dispose of Debris, no geotextile nor gravel | Ton | \$62 |

| | | | | |
|-----|-----------------------------------|--|------|----------|
| 527 | Sinkhole & Sinkhole Area Treat. | Excavate and Dispose of Debris, w/ geotextile & gravel | Ton | \$145 |
| 533 | Pumping Plant | Pumping Plant - Pressure/Timer | No | \$10,500 |
| 533 | Pumping Plant | Pump w/ Timer or Pressure (Spring) | No | \$3,000 |
| 533 | Pumping Plant | Pumping Plant - Ram | No | \$4,000 |
| 533 | Pumping Plant | Pumping Plant - Solar - 2 panel 24V sys. | No | \$2,170 |
| 533 | Pumping Plant | Pumping Plant - Solar - 4 panel 48V sys. | No | \$3,900 |
| 533 | Well House | Well House for Pump | No | \$1,000 |
| 558 | Roof Runoff Structure | 6" Gutters | LnFt | \$7.00 |
| 558 | Roof Runoff Structure | Downspouts & Drainlines | LnFt | \$5.10 |
| 558 | Roof Runoff Structure | Underground Cistern, hookup & controlled overflow | Gal | \$1.90 |
| 561 | Heavy Use Area Protection | Heavy Use Protection - Geotextile and Gravel | SqFt | \$2.05 |
| 561 | Heavy Use Area Protection | Heavy Use Protection - Concrete Slab only (no curb, no gravel skirt around it) | SqFt | \$3.80 |
| 561 | Heavy Use Area Protection | Heavy Use Protection - Concrete Slab with a gravel skirt (no curb) | SqFt | \$8.10 |
| 561 | Heavy Use Area Protection | Heavy Use Protection - Concrete Slab with a curb and gravel transition area at entrance and exit | SqFt | \$8.90 |
| 561 | Heavy Use Area Protection | Heavy Use Protection - Concrete Curb retrofit of an existing concrete slab | SqFt | \$15.45 |
| 574 | Spring Development | Spring System: Collection Box and Tile | No | \$2,700 |
| 575 | Animal Trails and Walkways | Fabric & Gravel Travel Lane | SqFt | \$2.05 |
| 575 | Animal Trails and Walkways | Concrete Travel Lane | SqFt | \$3.70 |
| 578 | Streamcrossing | Gravel & Fabric Graded Crossing, sm. (\leq 50') | SqFt | \$2.05 |
| 575 | Streamcrossing | Grav. & Fab. Graded Cross.,lg. ($>$ 50') | SqFt | \$2.35 |
| 578 | Streamcrossing | Graded with concrete access (approx. 75') | SqFt | \$4.25 |
| 578 | Streamcrossing | Graded with 2, 24" X 20' Culverts (approx. 75') | SqFt | \$4.95 |
| 580 | Streambank & Shoreline Protection | Living Shoreline Stabilization with tidal plugs and coir logs | SqFt | \$4.30 |
| 580 | Streambank & Shoreline Protection | Riprap toe of Slope then Vegetate | SqFt | \$4.05 |
| 580 | Streambank & Shoreline Protection | Native Vegetation Planting | SqFt | \$6.10 |
| 612 | Tree and Shrub Establishment | 110 Trees, Hardwoods only w/ tubes \leq 5acres | Acre | \$875 |
| 612 | Tree and Shrub Establishment | 110 Trees, Hardwoods only w/ tubes $>$ 5acres | Acre | \$845 |
| 612 | Tree and Shrub Establishment | 300 Trees, Hardwoods only w/ tubes \leq 5acres | Acre | \$1,800 |
| 612 | Tree and Shrub Establishment | 300 Trees, Hardwoods only w/ tubes $>$ 5acres | Acre | \$1,770 |
| 612 | Tree and Shrub Establishment | 110 Trees, Hardwoods w/ tubes and Pines making up to 20% of total trees/acre planted \leq 5acres | Acre | \$765 |
| 612 | Tree and Shrub Establishment | 110 Trees, Hardwoods w/ tubes and Pines making up to 20% of total trees/acre planted $>$ 5acres | Acre | \$735 |

| | | | | |
|-------|------------------------------|---|---------|----------|
| 612 | Tree and Shrub Establishment | 300 Trees, Hardwoods w/ tubes and Pines making up to 20% of total trees/acre planted ≤ 5 acres | Acre | \$1,700 |
| 612 | Tree and Shrub Establishment | 300 Trees, Hardwoods w/ tubes and Pines making up to 20% of total trees/acre planted > 5 acres | Acre | \$1,670 |
| 612 | Tree and Shrub Establishment | Pine Tree Planting < 363 trees/acre | Acre | \$72 |
| 612 | Tree and Shrub Establishment | Pine Tree Planting > 363 trees/acre | Acre | \$83 |
| 612 | Tree and Shrub Establishment | Longleaf Pine Tree Planting | Acre | \$176 |
| 612 | Tree and Shrub Establishment | Shortleaf Pine Tree Planting | Acre | \$47 |
| 612 | Tree and Shrub Establishment | Mixed Shrub Seedlings high diversity | Acre | \$1,450 |
| 612 | Tree and Shrub Establishment | Mixed Shrub Seedlings low diversity | Acre | \$980 |
| 612 | Tree and Shrub Establishment | 110 Hardwoods & 120 Mixed Shrubs, ≤ 5 acres | Acre | \$1,580 |
| 612 | Tree and Shrub Establishment | 110 Hardwoods & 120 Mixed Shrubs, > 5 acres | Acre | \$1,550 |
| 614 | Watering Facility | Small Portable troughs for rotational grazing (typically 50-100 gallon capacity made of plastic, heavy duty rubber or galvanized sheet metal) | No | \$145 |
| 614 | Watering Facility | 2-Hole - Freeze Proof Trough (includes gravel & concrete pad) | No | \$2,500 |
| 614 | Watering Facility | 4-Hole - Freeze Proof Trough (incl's gravel & concrete pad) | No | \$2,800 |
| 614 | Watering Facility | Precast Concrete or Plastic Tank, 500gal. (incl's gravel & concrete pad) | No | \$2,350 |
| 614 | Watering Facility | Converted Heavy Equipment Tire | No | \$2,000 |
| 614 | Watering Facility | Concrete or Plastic Reservoir, less than 1,500 gal. | No | \$3,500 |
| 614 | Watering Facility | Concrete or Plastic Reservoir, greater than 1,500 gal. | No | \$4,000 |
| 614 | Spigot | Spigot | No | \$150 |
| 642 | Water Well | Drilled Well | No | \$19,715 |
| 642 | Water Well | Electric Service | No | \$1,000 |
| VACS1 | Site Prep (heavy equip) | Fence/Water | Hr | \$100 |
| WP-4 | VACS - PE | Engineering Services | ea. | \$4,000 |
| WP-4 | VACS - WP-4 | Winter Feed Structure/AWF | sq. ft. | \$35 |
| WP-4 | VACS- WP-4 | Extreme Cond. Winter Feed Structure/AWF | sq. ft. | \$40 |

DBSWCD
District Manager
Report
July 2023

- Program year 2020 – All PY 2020 projects are either completed and paid or cancelled.
- Program year 2021 – One of the PY 2021 projects was completed before the June 30 deadline and the other two are under construction.
- Program year 2022 – All but one of the PY 2022 projects left (5 projects) are under construction.
- Program year 2023 – 10 of the 28 PY 2023 projects are under construction and most of the rest have been surveyed and designed.
- The last week of the Program Year was very stressful. Four WP-4's (feed barns) and two SL-6's (stream exclusion with grazing mgmt.) were completed and paid. Two of the WP-4's were completed, certified, and paid on June 30. One at 3:00 of that last day. This was the culmination of PY 2020.
- Most of my time, after June 30, was spent doing a lot of construction checks, measuring fence and pipeline, and planning potential PY 2024 projects.
- District and NRCS staff participated in Amy's teacher workshop on a farm on Curt Russell Rd (Red Crabtree).
- Eight VACS Program Verifications (spotchecks) were completed with only one failure due to a change in landowner and no transfer of responsibilities signed. I will begin the process of notifying the participant.

Tim Miles
DBSWCD
Conservation Specialist Report
July 25, 2023

- I. Virginia Erosion and Sediment Control Program
 - The Land Disturbing Report for June 2023 was submitted to DEQ.
 - Routine inspections were made on active E&S projects.
 - The E&S permit for the St. Charles Waterline Replacement Project-Phase III closed. This project is complete.
 - An E&S permit was issued for the David Young Rock Picking Operation.
- II. Virginia Agricultural Cost-Share Program
 - I have completed as-built designs for projects that have recently been completed.
 - I have made some construction inspections on a few active VACS projects.
- III. Miscellaneous
 - The District website has been updated periodically.
 - I assisted with the Virginia Cooperative Extension Teacher Tour on July 10. I gave a brief explanation of the Virginia Erosion and Sediment Control Program that the District administers on behalf of Lee County.
 - I also assisted with preparing information for the 2022-2023 Annual Report.

Erosion and Sediment Control Project List

| Name of Project | Approved Plan | Permit Number | LDA Acreage | Estimated Completion Date |
|---|---------------|---------------|-------------|---------------------------|
| James Fannon Rock Picking Operation | X | 2021-03 | 0.61 | Fall 2023 |
| Otis Fannon Rock Picking Operation | X | 2021-05 | 0.61 | Summer 2023 |
| LMU College of Veterinary Medicine New Classroom Building | X | 2021-06 | 8.50 | Summer 2023 |
| Johnny Woliver Single Family Residence | X | 2022-01 | 5.00 | Summer 2023 |
| Stone Mountain ATV Trail (Spearhead Trails Maintenance) | X | 2022-02 | 0.99 | Ongoing |
| Joe Harber Land Disturbance | X | 2022-03 | 1.00 | Summer 2023 |
| Bernice Galloway Rock Picking Operation | X | 2022-04 | 0.61 | Summer 2023 |
| Giles Hollow Community Water Project | X | 2022-05 | 1.92 | Summer 2023 |
| Greater Outreach Family Life Center | X | 2022-06 | 0.99 | Fall 2023 |
| White Rock Truss, LLC | X | 2022-08 | 0.61 | Summer 2023 |
| Brandon Cheek Rock Picking Operation | X | 2022-09 | 0.61 | Fall 2023 |
| Blackwater Community Water Project-Phase II | X | 2023-02 | 4.18 | Summer 2023 |
| Travis Hall Rock Picking Operation | X | 2023-03 | 0.61 | Spring 2024 |
| Dollar General Store-Jonesville | X | 2023-04 | 0.97 | Summer 2023 |
| Jonesville ABC | X | 2023-05 | 0.70 | Fall 2023 |
| Dollar General Store-Ewing | X | 2023-06 | 0.97 | Fall 2023 |
| Whistle Pig Country Store and Deli | X | 2023-07 | 0.97 | Fall 2023 |
| Dalton Tackett Single Family Residence | X | 2023-08 | 0.75 | Spring 2024 |
| David Young Rock Picking Operation | X | 2023-09 | 0.61 | Fall 2023 |
| Town of Pennington Gap Lot Drainage Improvements | X | | 0.33 | |
| Family Dollar | X | | 0.98 | |
| Maple Hill Community Water Line Extension Project | X | | 4.45 | |

Liz Maggard
DBSWCD
Conservation Technician Report
July 2023

- I have been on several construction checks with the district and NRCS.
- I finished up all of the end of the year reports for 2023. We also got all of the remaining 2020 projects finished and paid by their June 30th deadline!
- I sent carryover letters and updated tracking.
- I transferred all of the unapproved projects from PY23 to PY24 and added all new applications to the tracking program.
- We met with Amy to do a teacher tour at one of our piggyback projects on July 10th.
- Mandy, Shawn, and I went on the verification visits on July 14th. I updated tracking with the verification reports.

Samantha Briggs
DBSWCD
Administrative Secretary Report
July 25, 2023

- Submitted Payroll for July 6, 2023.
- Submitted Hybrid EzLink Retirement Cash Match 401(A).
- Submitted Hybrid EzLink 457 Deferred Comp Plan.
- Submitted FY2022-03 4th Quarter Attachment E.
- Submitted FY2022-23 4th Quarter Profit and Loss supporting documents.
- Submitted FY2022-23 Year to Date Totals Attachment E.
- Submitted FY2022-23 4th Quarter Year to Date Totals Profit and Loss supporting documents.
- Submitted FY2022-23 4th Quarter RMP TA request.
- Submitted FY23 Cost-Share Program End of Program Year Cash On-Hand Balance.
- Submitted FY23 Cost-Share Program End of Program Year Carryover Report.
- Completed the Desktop Procedures Checklist for FY2022-23.
- Submitted FY23 SWCD Self-Assessment Questionnaire to CDC.
- Prepared Annual Report for approval at the July 25th board meeting.
- Prepared Dedicated Reserve Report. (Dedicating reserve funds is not required.)
- Submitted Payroll for July 20, 2023.
- Submitted Hybrid EzLink Retirement Cash Match 401(A).
- Submitted Hybrid EzLink 457 Deferred Comp Plan.
- Submitted Virginia Retirement Contribution for July 2023.
- Submitted Form 720 Quarterly Federal Excise Tax Return.
- Prepared Employee Pay Action Approval Forms for all staff.
- Submitted Federal 941 monthly tax to the United States Treasury.
- Submitted VA Withholding Tax to the Virginia Department of Taxation.
- Prepared the Agenda for the July 25, 2023 board meeting
- Prepared the Treasurer's Report for the July 25, 2023 board meeting.
- Prepared the Minutes of Meeting for June 27, 2023 for the July 25,2023 board meeting.
- Submitted board packets for July board meeting.
- Paid all monthly bills.

- Prepared signature cards for Lee Bank & Trust Company and Powell Valley National Bank.
- Participated in the VASWCD Administrative Operations Water Cooler Conversation webinar.
- Prepared and submitted all required end of fiscal year documents to Mandy Fletcher, CDC.
- Submitted FY24 Administrative and Operations Support from Commonwealth of Virginia Grant Agreement.
- Submitted FY24 Cost-Share and Technical Assistance from Commonwealth of Virginia Grant Agreement.
- Participated in Virginia Retirement System (VRS) Hybrid coming change in payment requirement webinar.

Attachment E
*******OFFICIAL FISCAL YEAR 2023 FORM*******
 Department of Conservation and Recreation
 Virginia Nonpoint Source Management Program
 Project Financial Report

SWCD: Daniel Boone Agreement Number: 603OPS-23-08-GF
 Contact: Samantha Briggs Phone Number: (276) 348-5196
 Address: 362637 Main Street
Jonesville, Virginia 242623
 Reporting Quarter Dates: 4/1/2023 thru 6/30/2023
 (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 Expenditures 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 2020 OCB VACS | \$813,530.25 | | \$813,530.25 | | (\$504,167.25) | \$309,343.00 |
| PY 2020-2022 OCB VACS Transfer | \$285,258.90 | | \$285,258.90 | | (\$156,139.02) | \$129,117.88 |
| PY 2020-2023 OCB VACS Transfer | \$20,021.48 | | \$20,021.48 | | (\$7,200.00) | \$12,821.48 |
| PY 2021 OCB VACS | \$165,107.02 | | \$165,107.02 | | (\$73,880.00) | \$91,247.02 |
| PY 2021-2022 OCB VACS Transfer | \$26,587.50 | | \$26,587.50 | | (\$14,862.50) | \$11,625.00 |
| PY 2021-2023 OCB VACS Transfer | \$48,768.80 | | \$48,768.80 | | (\$11,722.50) | \$37,046.10 |
| PY 2022 OCB VACS | \$383,993.75 | | \$383,993.75 | | (\$83,538.50) | \$300,455.25 |
| PY 2022-2023 OCB VACS Transfer | \$75,455.55 | | \$75,455.55 | | (\$9,848.08) | \$65,607.48 |
| PY 2023 OCB VACS | \$6,777.47 | | \$6,777.47 | \$1,952,818.42 | (\$20,028.73) | \$1,939,567.16 |
| DCR OPERATIONS FUNDS | \$163,972.16 | | \$163,972.16 | \$49,102.25 | (\$22,316.76) | \$190,757.65 |
| PY 2022 OCB VNRCF TA | | | | | | |
| PY 2023 OCB VNRCF TA | \$201,849.51 | | \$201,849.51 | \$89,876.75 | (\$44,206.99) | \$227,319.27 |
| Total State Sources | \$2,191,120.17 | | \$2,191,120.17 | \$2,071,797.42 | (\$918,010.94) | \$3,344,907.25 |
| Federal Sources | (1) | (2) | (3) | (4) | (5) | (6) |
| Other: (Specify) | | | | | | |
| Other: (Specify) | | | | | | |
| Other: (Specify) | | | | | | |
| Other: (Specify) | | | | | | |
| Other: (Specify) | | | | | | |
| Total Federal Sources | | | | | | |
| Local/Other Sources | (1) | (2) | (3) | (4) | (5) | (6) |
| LEE COUNTY | \$625.60 | | \$625.60 | \$1,108.38 | (\$1,733.98) | |
| NEW VEHICLE RESERVE FUND | \$15,811.14 | | \$15,811.14 | | | \$15,811.14 |
| EQUIPMENT | \$13,166.14 | | \$13,166.14 | | | \$13,166.14 |
| CD-BUILDING/RAINY DAY FUND | \$328,934.26 | | \$328,934.26 | \$208.04 | | \$327,140.30 |
| CD-RESERVE BUILDING | \$102,454.32 | | \$102,454.32 | \$84.56 | | \$102,518.88 |
| CHANGE IN LIABILITIES | | | | | | |
| Total Local/Other Sources | \$458,091.46 | | \$458,091.46 | \$1,378.98 | (\$1,733.98) | \$456,736.46 |
| TOTAL (All Sources) | \$2,650,211.63 | | \$2,650,211.63 | \$2,073,176.40 | (\$919,744.92) | \$3,803,842.71 |

* - 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 automatically carry forward to the next report period.

* 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 Samantha Briggs 7/11/2023
 Print Name Signature Date

**Approved by: Roger Elkins Roger Elkins 7/11/2023
 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.

11:30 AM
07/11/23
Cash Basis

Daniel Boone SWCD
Balance Sheet
As of June 30, 2023

| | <u>Jun 30, 23</u> |
|---------------------------------------|----------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| Operations District Account | 447,154.20 |
| VACS Program Account 1 BMP | 2,926,830.33 |
| CD | 327,140.30 |
| CD Building Fund | 102,518.88 |
| Total Checking/Savings | <u>3,803,643.71</u> |
| Total Current Assets | <u>3,803,643.71</u> |
| TOTAL ASSETS | <u><u>3,803,643.71</u></u> |
| LIABILITIES & EQUITY | |
| Equity | |
| Retained Earnings | 3,118,894.86 |
| Net Income | 684,748.85 |
| Total Equity | <u>3,803,643.71</u> |
| TOTAL LIABILITIES & EQUITY | <u><u>3,803,643.71</u></u> |

**Daniel Boone SWCD
 Profit & Loss
 April through June 2023**

| | <u>Apr - Jun 23</u> |
|--------------------------------------|---------------------|
| Ordinary Income/Expense | |
| Income | |
| OPERATIONS | |
| DCR Operations | 118,979.00 |
| Operations Account Interest | 980.38 |
| CD Interest | 270.60 |
| Total OPERATIONS | <u>120,229.98</u> |
| COST SHARE | |
| VACS Cost Share Funds | 1,951,436.00 |
| VACS Program Interest | 1,382.42 |
| Total COST SHARE | <u>1,952,818.42</u> |
| LOCAL FUNDS | |
| Local Gov't | 90.00 |
| Flah Wagon | 38.00 |
| Total LOCAL FUNDS | <u>128.00</u> |
| Total Income | <u>2,073,176.40</u> |
| Gross Profit | <u>2,073,176.40</u> |
| Expense | |
| COST SHARE EXPENDITURES | |
| VACS New Checks | 28.73 |
| VACS Reclpent Payments | 851,457.86 |
| Total COST SHARE EXPENDITURES | <u>851,486.59</u> |
| Payroll Expenses | |
| Salaries & Wages | 39,508.80 |
| Payroll taxes | 3,022.42 |
| Unemployment Tax Exp | 0.00 |
| Total Payroll Expenses | <u>42,531.22</u> |
| Employee Benefits | |
| HIC Exp | 128.40 |
| VLDP | 154.50 |
| Retire/GroupLife | 3,300.06 |
| Health | 15,593.97 |
| Dental | 446.97 |
| Total Employee Benefits | <u>19,623.90</u> |
| Staff Expenses | |
| Training | 50.00 |
| Total Staff Expenses | <u>50.00</u> |
| Directors | |
| Meals | 772.97 |
| Total Directors | <u>772.97</u> |
| District Ops | |
| Accounting Assistance | 480.00 |
| Truck & Van Fuel | 548.03 |
| Truck & Van Maintenance | 203.85 |
| Donations | 300.00 |
| Equipment | 875.79 |
| Dues & Subscriptions | 88.00 |
| PastureWalk | 403.65 |
| Phone | 583.19 |
| Postage | 212.13 |
| Office Supplies & Exp | 1,587.00 |
| Total District Ops | <u>5,279.64</u> |
| Total Expense | <u>919,744.32</u> |
| Net Ordinary Income | <u>1,153,432.08</u> |
| Net Income | <u>1,153,432.08</u> |

Attachment E
******OFFICIAL FISCAL YEAR 2023 FORM******
 Department of Conservation and Recreation
 Virginia Nonpoint Source Management Program
 Project Financial Report

SWCD: Daniel Boone Agreement Number: 603OPS-23-09-GF
 Contact: Samantha Briggs Phone Number: (276) 346-8186
 Address: 362637 Main Street
Jonesville, Virginia 24203
 Reporting Quarter Dates: FY2023 - Year to Date Totals

NOTE: There is no data entry permitted on this sheet.

| | Beginning Balance (7/1/22) | Transfers In/Out (Year-to-Date) | Adjusted Beginning Balance (7/1/23) | Receipts (Year-to-Date) | Expenditures (Year-to-Date) | Ending Balance (Year-to-Date) |
|----------------------------------|----------------------------|---------------------------------|-------------------------------------|-------------------------|-----------------------------|-------------------------------|
| State Sources | (1) | (2) | (3) | (4) | (5) | (6) |
| PY 2020 OCB VACS | \$1,187,862.15 | | \$1,187,862.15 | | (\$878,539.15) | \$309,343.00 |
| PY 2020-2022 OCB VACS Transfer | \$339,559.80 | | \$339,559.80 | | (\$210,441.92) | \$129,117.88 |
| PY 2020-2023 OCB VACS Transfer | | \$21,170.00 | \$21,170.00 | | (\$8,348.54) | \$12,821.46 |
| PY 2021 OCB VACS | \$262,612.02 | | \$262,612.02 | | (\$171,365.00) | \$91,247.02 |
| PY 2021-2022 OCB VACS Transfer | \$48,927.50 | | \$48,927.50 | | (\$37,302.50) | \$11,625.00 |
| PY 2021-2023 OCB VACS Transfer | | \$49,662.50 | \$49,662.50 | | (\$12,616.40) | \$37,046.10 |
| PY 2022 OCB VACS | \$577,413.55 | | \$577,413.55 | | (\$246,958.30) | \$330,455.25 |
| PY 2022-2023 OCB VACS Transfer | | \$75,455.55 | \$75,455.55 | | (\$9,848.09) | \$65,607.46 |
| PY 2023 OCB VACS | | (\$145,288.05) | (\$145,288.05) | \$2,105,883.84 | (\$20,028.73) | \$1,939,567.16 |
| DCR OPERATIONS FUNDS | \$138,285.45 | | \$138,285.45 | \$196,409.00 | (\$143,938.80) | \$190,757.65 |
| PY 2022 OCB VNRFC TA | \$100,638.27 | | \$100,638.27 | | (\$100,638.27) | |
| PY 2023 OCB VNRFC TA | | | | \$279,507.00 | (\$52,187.73) | \$227,319.27 |
| Total State Sources | \$2,855,316.74 | | \$2,855,316.74 | \$2,581,799.84 | (\$1,502,209.43) | \$3,344,907.25 |
| Federal Sources | (1) | (2) | (3) | (4) | (5) | (6) |
| Other: (Specify) | | | | | | |
| Other: (Specify) | | | | | | |
| Other: (Specify) | | | | | | |
| Other: (Specify) | | | | | | |
| Other: (Specify) | | | | | | |
| Total Federal Sources | | | | | | |
| Local/Other Sources | (1) | (2) | (3) | (4) | (5) | (6) |
| LEE COUNTY | \$5,591.85 | | \$5,591.85 | \$59,873.40 | (\$65,465.25) | |
| NEW VEHICLE RESERVE FUND | \$15,911.14 | | \$15,911.14 | | | \$15,911.14 |
| EQUIPMENT | \$13,166.14 | | \$13,166.14 | | | \$13,166.14 |
| CD-BUILDING/RAINY DAY FUND | \$326,569.09 | | \$326,569.09 | \$571.21 | | \$327,140.30 |
| CD-RESERVE BUILDING | \$102,339.90 | | \$102,339.90 | \$178.98 | | \$102,518.88 |
| CHANGE IN LIABILITIES | | | | | | |
| Total Local/Other Sources | \$463,578.12 | | \$463,578.12 | \$60,623.59 | (\$65,465.25) | \$458,736.48 |
| TOTAL (All Sources) | \$3,318,894.86 | | \$3,318,894.86 | \$2,642,423.53 | (\$1,567,674.68) | \$3,303,643.71 |

* - 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 automatically carry forward to the next report period.

** 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 Samantha Briggs 7/11/2023
Print Name Signature Date
 **Approved by: Roger Elkins Roger Elkins 7/11/2023
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.

12:24 PM
07/11/23
Cash Basis

Daniel Boone SWCD
Balance Sheet
As of June 30, 2023

| | <u>Jun 30, 23</u> |
|---------------------------------------|----------------------------|
| ASSETS | |
| Current Assets | |
| Checking/Savings | |
| Operations District Account | 447,154.20 |
| VACS Program Account 1 BMP | 2,926,830.33 |
| CD | 327,140.30 |
| CD Building Fund | 102,518.88 |
| Total Checking/Savings | <u>3,803,643.71</u> |
| Total Current Assets | <u>3,803,643.71</u> |
| TOTAL ASSETS | <u><u>3,803,643.71</u></u> |
| LIABILITIES & EQUITY | |
| Equity | |
| Retained Earnings | 3,118,894.86 |
| Net Income | 684,748.85 |
| Total Equity | <u>3,803,643.71</u> |
| TOTAL LIABILITIES & EQUITY | <u><u>3,803,643.71</u></u> |

Daniel Boone SWCD
Profit & Loss

July 2022 through June 2023

| | Jul '22 - Jun 23 |
|-------------------------------|------------------|
| Ordinary Income/Expense | |
| Income | |
| OPERATIONS | |
| DCR Operations | 475,918.00 |
| Operations Account Interest | 2,886.65 |
| CD Interest | 750.19 |
| Total OPERATIONS | 479,334.74 |
| COST SHARE | |
| VACS Cost Share Funds | 2,102,936.00 |
| VACS Program Interest | 2,947.84 |
| Total COST SHARE | 2,105,883.84 |
| LOCAL FUNDS | |
| Refund Anthem | 5,470.45 |
| Local Gov't | 50,950.40 |
| Fish Wagon | 84.00 |
| Donation | 700.00 |
| Total LOCAL FUNDS | 57,204.85 |
| Total Income | 2,642,423.53 |
| Gross Profit | 2,642,423.53 |
| Expense | |
| VOID Check | 0.00 |
| COST SHARE EXPENDITURES | |
| VACS New Checks | 28.73 |
| VACS Recipient Payments | 1,595,418.90 |
| Total COST SHARE EXPENDITURES | 1,595,448.63 |
| Payroll Expenses | |
| Salaries & Wages | 175,204.89 |
| Payroll taxes | 13,403.19 |
| Unemployment Tax Exp | 41.60 |
| Total Payroll Expenses | 188,649.68 |
| Employee Benefits | |
| HIC Exp | 513.80 |
| VLDP | 618.00 |
| Retire/GroupLife | 13,260.24 |
| Health | 85,109.50 |
| Dental | 1,787.86 |
| Total Employee Benefits | 81,229.22 |
| Staff Expenses | |
| VACDE Membership | 100.00 |
| Conference | 400.00 |
| Training | 50.00 |
| Total Staff Expenses | 550.00 |
| Directors | |
| Conference | 340.00 |
| Hotel | 459.89 |
| Meals | 2,747.97 |
| Travel | 1,044.59 |
| Total Directors | 4,592.26 |
| District Ops | |
| Vehicle Replacement | 49,210.00 |
| Accounting Assistance | 604.00 |
| Truck & Van Fuel | 1,787.11 |
| Truck & Van Maintenance | 1,230.89 |
| Insurance | |
| No-Till Seeder | 260.00 |
| Truck & Van Insurance | 4,950.78 |
| Workers Comp | 778.00 |
| Total Insurance | 5,988.78 |
| Awards Banquet | 2,851.59 |
| Donations | 1,415.77 |
| Equipment | 3,238.01 |
| Florat/Memory | 100.00 |
| Kids in the Creek Day | 3,499.73 |
| Dues & Subscriptions | 4,678.00 |
| Pasture/Walk | 786.00 |
| Phone | 2,427.22 |
| Postage | 1,012.15 |
| Office Supplies & Exp | 8,572.89 |
| Misc | 22.76 |
| Total District Ops | 87,204.90 |
| Total Expense | 1,857,674.88 |
| Net Ordinary Income | 684,748.65 |
| Net Income | 684,748.65 |

Samantha Briggs

From: Samantha Briggs <dbswcd@verizon.net>
Sent: Monday, July 10, 2023 11:28 AM
To: 'McGarry, Barbara (DCR)'
Cc: Mandy Fletcher (mandy.fletcher@dcr.virginia.gov)
Subject: RE: Reminder: RMP TA Requests July 15

Hi Barbara,

The Daniel Boone SWCD is "requesting no reimbursement" for the period from April 1, 2023 – June 30, 2023.

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, July 3, 2023 4:21 PM

Subject: Reminder: RMP TA Requests July 15

Please remember that RMP TA requests are due July 15. The attached form can be used to request reimbursement for RMP reviews or certification inspections, or 3-year continued implementation inspections conducted April 1, 2023 – June 30, 2023.

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 Specialist
Virginia Department of Conservation and Recreation
Division of Soil and Water Conservation
600 East Main Street, 24th Floor
Richmond, VA 23219
cell: 804-240-0947

MISSION STATEMENT

To identify conservation issues within Lee County, and to provide leadership, education and implementation of programs that focus on land, water, and related natural resource topics.

VISION STATEMENT

To improve the quality of life within our watershed by impeding erosion, water pollution and other forms of land degradation through technical and educational assistance.

DIRECTORS

- Roger Elkins, Chair
- Amy Byington, Vice-Chair
- Bobby Burchett, Secretary/Treasurer
- Mike Hobbs, Member
- Gary Martin, Member

ASSOCIATE DIRECTORS

- Jason Miles
- Gary Bailey

DISTRICT STAFF

- Samantha Briggs, Administrative Secretary
 - Shawn Morris, District Manager
 - Tim Miles, Conservation Specialist
 - Liz Maggard, Conservation Technician
- NRCS STAFF**
- Jordan Southern, District Conservationist
 - Davis Powell, Soil Conservationist
 - Tony Rhoton, ACES Soil Conservation Technician



*2022 Parent Night
Dirt Babies
Pennington
Middle School*



*2022 Parent
Night Dirt
Babies
Jonesville
Middle School*



We work with the people who work the land

**ANNUAL REPORT
2022-2023**



2022 Kids in the Creek Day

**DANIEL BOONE SOIL & WATER
CONSERVATION DISTRICT**

The Commonwealth of Virginia supports the Daniel Boone SWCD through financial & administrative assistance provided by the Virginia Soil & Water Conservation Board and the Virginia Department of Conservation & Recreation.

The County of Lee supports the Daniel Boone Soil & Water Conservation District through financial assistance.

Daniel Boone SWCD is an equal opportunity provider and employer. Discrimination is prohibited in our programs on the basis of race, color, national origin, sex, religion, age, disability, political beliefs and marital or familial status.

Daniel Boone Soil & Water
Conservation District
32637 Main Street
Jonesville, VA 24263

Phone: (276) 346-1531 ext. 3

Email: dbswcd@verizon.net

Website: www.danielbooneswcd.com

PARTNERS

- Virginia Department of Conservation & Recreation (DCR-State)
- Natural Resources Conservation Service (NRCS-Federal)
- Virginia Cooperative Extension (VCE-State)
- Lee County Board of Supervisors (Local)
- Black Diamond Resource Conservation and Development (RC&D-Federal)
- Virginia Department of Forestry (VDOF- State)
- Tennessee Valley Authority (TVA-Federal)
- US Fish & Wildlife Service (USFWS-Federal)
- Farm Service Agency (FSA-Federal)
- Upper Tennessee River Roundtable (UTRR-Local Non-Profit)
- Virginia Department of Health (VDH-State)
- The Nature Conservancy (TNC-Private)
- Lee County School Board (Local)
- Virginia Department of Energy (State)
- Virginia Department of Wildlife Resources (DWR-State)
- Virginia Association of Soil & Water Conservation Districts (VASWCD-State)
- Virginia Department of Environmental Quality (DEQ-State)
- Friends of the Cedars (Local)
- US Army Corps of Engineers (Federal)
- Virginia Department of Transportation (VDOT-State)

CUSTOMERS

- Farmer/Landowners
- Urban & Rural Decision Makers
- Federal Agencies
- State & Local Governments
- Watershed Management Groups
- Educators
- Students
- Civic Organizations
- Youth Groups
- Every Water user in Lee County

PROGRAMS & INITIATIVES

- Kids in the Creek Day (KIC) - 250
- No-Till Seeder Rental Program
- Pasture Walk (Quarterly) - 120
- Poster Contest
- North Fork Powell River Watershed Project (PL-566)
- Conservation Technical Assistance (CTA) - 150
- Virginia Ag Cost Share Program (VACS Program) - 150
- Environmental Quality Incentives Program (EQIP) - 45
- Indian Creek Watershed Action Group (ICWAG)
- Wildlife Habitat Incentives Program (WHIP)
- Conservation Reserve Enhancement Program (CREP)
- Fish Day - 25
- Various Educational Programs & Services
- Ag Sinkholes
- Healthy Waters Initiative
- Virginia Erosion & Sediment Control Program (E&S)

HIGHLIGHTS

FISCAL YEAR 2022-2023

- VACS Program -
16 contracts totaling \$1,248,616.40

- VESC Program -
16 E&S Permits

PRACTICES INSTALLED

FY 2022-2023

- Streambank Exclusion **17,879 ft.**
- Fencing **62,505 ft.**
- Stream Crossing **0**
- Pipeline **28,350 ft.**
- Watering Facility **39**
- Wells **8**
- Pumping Plants **10**
- Reservoirs **2**
- Riparian Herbaceous Buffer **24.37 ac.**
- Animal Waste Facility **5**
- E&S Control **19.81 ac.**

DEDICATED RESERVE

Samantha Briggs, Administrative Secretary, handed out the formula to calculate Dedicated Reserve. The district's dedicated reserve was calculated by using the following steps:

\$455,861.00 (total expenses to operate for 12 months from Projected 2023-2024 Budget)

Per the *Desktop Procedures for District Fiscal Operations* the district cannot accumulate more than 12 months of undedicated reserves.

\$447,154.20 (district's ending balance 2022-2023)
- \$455,861.00 (district's operating expenses for 12 months)
- \$ 8,706.80 Dedicated Reserve Amount

As of June 30, 2023 the Daniel Boone SWCD does not have 12 months of operating funds that are undedicated. Dedicating reserve funds is not required.

**The dedicated reserve worksheet is recorded in the minutes of meeting on July 25, 2023*

**2023 Cost-Share Program
End of Program Year Cash On-Hand Balance**

complete multiple sheets if needed

District Name: **Daniel Boone SWCD**

Form Completed By: **Samantha Briggs**

Date: **July 12, 2023**

Conservation District Coordinator: **Mandy Fletcher**

| Program Type (1): Enter the Program Type exactly as it appears in the Tracking Program. (Ex. 2023 CB VACS, 2023 OCB VACS, 2021 OCB VACS Transfer, etc.) | 2020-2022 OCB VACS Transfer | 2020-2023 OCB VACS Transfer | 2021 OCB VACS | 2021-2022 OCB VACS Transfer |
|---|-----------------------------|-----------------------------|---------------|-----------------------------|
| Cost-Share Account Cash Balance as of 06/30/23. (2) | \$ 309,343.00 | \$ 129,117.88 | \$ 91,247.02 | \$ 11,625.00 |
| Amount of funds obligated to BMP Carryovers. (3) | \$ - | \$ - | \$ 95,697.50 | \$ 11,625.00 |
| Amount of funds unobligated (=) | \$ 309,343.00 | \$ 129,117.88 | \$ (4,450.48) | \$ - |
| Amount of Funds to Return to DCR: The CDC will work w/ each SWCD to properly return the correct amount. | \$ 309,343.00 | \$ 129,117.88 | \$ (4,450.48) | \$ - |

This is for on-hand cash balances, do not include any unrequested funds remaining with DCR.

(1) Enter the Program Type exactly as it appears in the Tracking Program, which will include basin, program year and funding type.

(2) All completed BMPs by June 30 need to be paid prior to completing this report. The cash balance should reflect the cost-share account balance, which should also equal the sum of the obligated and unobligated funds. Do not estimate earned interest or bank charges that will occur after submission of this report. All payments, earned interest and bank charges made after this report must be recorded in the next program year.

(3) For CREP, this includes funds obligated to rental payments.

**2023 Cost-Share Program
End of Program Year Cash On-Hand Balance**

complete multiple sheets if needed

District Name: **Daniel Boone SWCD** Form Completed By: **Samantha Briggs**

| Date: July 12, 2023 | | Conservation District Coordinator: Mandy Fletcher | |
|--|------------------------------------|--|---------------------------|
| Program Type (1): Enter the Program Type exactly as it appears in the Tracking Program, (Ex. 2023 CB VACS, 2023 OCB VACS, 2021 OCB VACS Transfer, etc.) | 2021-2023 OCB VACS Transfer | 2022 OCB VACS | 2022-2023 OCB VACS |
| Cost-Share Account Cash Balance as of 06/30/23 (2) | \$ 37,046.10 | \$ 330,455.25 | \$ 65,607.46 |
| Amount of funds obligated to BMP Carryovers (3) (-) | \$ 25,715.00 | \$ 342,187.00 | \$ 42,867.50 |
| Amount of funds unobligated (=) | \$ 11,331.10 | \$ (11,731.75) | \$ 22,739.96 |
| Amount of Funds to Return to DCR: The CDC will work w/ each SWCD to properly return the correct amount. | \$ 11,331.10 | \$ (11,731.75) | \$ 22,739.96 |
| | | | \$ 9,695.73 |

This is for on-hand cash balances, do not include any unrequested funds remaining with DCR.

- (1) Enter the Program Type exactly as it appears in the Tracking Program, which will include basin, program year and funding type.
- (2) All completed BMPs by June 30 need to be paid prior to completing this report. The cash balance should reflect the cost-share account balance, which should also equal the sum of the obligated and unobligated funds. Do not estimate earned interest or bank charges that will occur after submission of this report. All payments, earned interest and bank charges made this report must be recorded in the next program year.
- (3) For CREP, this includes funds obligated to rental payments.

End of Program Year Cash On-Hand Balance

Date: Wednesday, July 12, 2023

District equal to DANIEL BOONE

And Program Year in list

- 2013
- 2014
- 2015
- 2016
- 2017
- 2018
- 2019
- 2020

Run

Run and Hide Parameters

End of Program Year Cash On-Hand Balance

| Program Year | Program | Total Cash In | Total Cash Out | Cash Balance | Payments | Obligated Cash On-Hand | Carryover Obligation | Un-Obligated Cash On-Hand |
|--------------|------------------------|----------------|------------------|--------------|------------------|------------------------|-------------------------------------|---------------------------|
| 2020 | 2020 OCB VACS | \$3,095,698.48 | (\$2,786,355.48) | \$309,343.00 | (\$2,362,954.32) | \$0.00 | To be entered from Carryover Report | \$309,343.00 |
| 2020 | 2020 RMP (SB) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | To be entered from Carryover Report | \$0.00 |
| 2020 | 2020 SR CREP (SB) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | To be entered from Carryover Report | \$0.00 |
| 2020 | 2022 OCB VACS Transfer | \$466,787.25 | (\$337,669.37) | \$129,117.88 | (\$323,999.32) | \$0.00 | To be entered from Carryover Report | \$129,117.88 |
| 2020 | 2023 OCB VACS Transfer | \$21,170.00 | (\$8,348.54) | \$12,821.46 | (\$8,348.54) | \$0.00 | To be entered from Carryover Report | \$12,821.46 |

Signature: *B. Ekin*

Date: 7-12-2023



End of Program Year Cash On-Hand Balance

Date: Wednesday, July 12, 2023

District equal to DANIEL BOONE

And Program Year in list

- 2014
- 2015
- 2016
- 2017
- 2018
- 2019
- 2020
- 2021

Run

Run and Hide Parameters

End of Program Year Cash On-Hand Balance

| Program Year | Program | Total Cash In | Total Cash Out | Cash Balance | Payments | Obligated Cash On-Hand | Carryover Obligation | Un-Obligated Cash On-Hand |
|--------------|------------------------|---------------|----------------|--------------|----------------|------------------------|-------------------------------------|---------------------------|
| 2021 | 2020 SR CREP Transfer | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | To be entered from Carryover Report | \$0.00 |
| 2021 | 2021 OCB VACS | \$610,148.47 | (\$518,901.45) | \$91,247.02 | (\$515,183.23) | \$95,697.50 | To be entered from Carryover Report | (\$4,450.48) |
| 2021 | 2021 RMP (SB) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | To be entered from Carryover Report | \$0.00 |
| 2021 | 2021 SR CREP (SB) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | To be entered from Carryover Report | \$0.00 |
| 2021 | 2022 OCB VACS Transfer | \$77,742.50 | (\$66,117.50) | \$11,625.00 | (\$55,352.50) | \$11,625.00 | To be entered from Carryover Report | \$0.00 |
| 2021 | 2023 OCB VACS Transfer | \$49,662.50 | (\$12,616.40) | \$37,046.10 | (\$12,616.40) | \$25,715.00 | To be entered from Carryover Report | \$11,331.10 |

Signature: 

Date: 7-12-2023



End of Program Year Cash On-Hand Balance

Date: Wednesday, July 12, 2023

District equal to DANIEL BOONE

And Program Year in list

- 2015
- 2016
- 2017
- 2018
- 2019
- 2020
- 2021
- 2022

Run Run and Hide Parameters

End of Program Year Cash On-Hand Balance

| Program Year | Program | Total Cash In | Total Cash Out | Cash Balance | Payments | Obligated Cash On-Hand | Carryover Obligation | Un-Obligated Cash On-Hand |
|--------------|------------------------|----------------|----------------|--------------|----------------|------------------------|-------------------------------------|---------------------------|
| 2022 | 2020 SR CREP Transfer | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | To be entered from Carryover Report | \$0.00 |
| 2022 | 2022 OCB VACS | \$1,214,392.21 | (\$883,936.96) | \$330,455.25 | (\$326,003.41) | \$342,187.00 | To be entered from Carryover Report | (\$11,731.75) |
| 2022 | 2022 RMP (SB) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | To be entered from Carryover Report | \$0.00 |
| 2022 | 2022 SR CREP (SB) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | To be entered from Carryover Report | \$0.00 |
| 2022 | 2023 OCB VACS Transfer | \$75,455.55 | (\$9,848.09) | \$65,607.46 | (\$9,848.09) | \$42,867.50 | To be entered from Carryover Report | \$22,739.96 |

Signature: *B. Elk* Date: 7-12-2023



End of Program Year Cash On-Hand Balance

Date: Wednesday, July 12, 2023

District equal to DANIEL BOONE

And Program Year in list

- 2016
- 2017
- 2018
- 2019
- 2020
- 2021
- 2022
- 2023

Run

Run and Hide Parameters

End of Program Year Cash On-Hand Balance

| Program Year | Program | Total Cash In | Total Cash Out | Cash Balance | Payments | Obligated Cash On-Hand | Carryover Obligation | Un-Obligated Cash On-Hand |
|--------------|-----------------------|----------------|----------------|----------------|---------------|------------------------|-------------------------------------|---------------------------|
| 2023 | 2023 OCB VACS | \$2,105,883.94 | (\$166,316.78) | \$1,939,567.16 | (\$20,000.00) | \$1,929,871.43 | To be entered from Carryover Report | \$9,695.73 |
| 2023 | 2023 SR CREP (SB) | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | To be entered from Carryover Report | \$0.00 |
| 2023 | Small Herd Initiative | \$0.00 | \$0.00 | \$0.00 | \$0.00 | \$0.00 | To be entered from Carryover Report | \$0.00 |

Signature: B. El Date: 7-12-2023



Review of Annual Plan of Work & Strategic Plan 2023-2024

Action Items to accomplish in July 2023-2024:

Monthly Schedule of Annual Plan & Strategic Plan:

July:

1. 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)
2. Solicit contributions from local businesses for Kids In The Creek Day materials. (Staff)
3. Identify nominees for specified awards/recognition during the upcoming calendar year. (Awards Committee)
4. Approve Employee Position Descriptions and Job Performance Evaluations.
(Board of Directors/Personnel Committee)
5. Consider salary and/or cost of living increases for employees based on Job Performance Evaluations and merit. (Board of Directors/Budget Committee/Personnel Committee)

1) Administrative and Operational Items

- **FY24 Grant Agreements:** Admin and Ops and Cost-Share and Technical Assistance policies and grant agreements are due to DCR no later than July 17th. The SWCD approved and signed copy of each agreement should be emailed to me.
- **FY23 Assessments:** Due back to me by July 17, 2023. SWCD staff should work together on the assessment questionnaire but only submit one final copy to me. I will take into consideration the information from the assessment questionnaire when completing the final assessments. When I have completed assessments, administrative staff and/or managers will be emailed signed copies, which should be **printed and available for reference at the designated board meeting. Assessments will be presented at your August board meetings.** Important note: All year-end items should be submitted on July 17, 2023 with year-end reports to ensure proper credit on the assessment. This includes board meeting and committee meeting minutes.
- **Attachment D – FY25 Budget Template:** Due July 17 to DCR (Blair Gordon). Please recall the Budget Template- Att D must be SWCD Board approved and signed. It will affect future allocations as the VSWCB committed to reviewing the Base TA allocation every two years. Delegate authority is needed for SWCD Chair’s signature.
- **Quarterly and End of Year Reports:** Submit quarterly and year-end reports **no later than July 17, 2023.** Late reports will be marked on the assessment and will also equate to a late first quarter operations disbursement
 - Signed carryover reports will be due with the End of Year Reports. Electronic carryover reports will be pulled from Logi on July 18, 2023.
 - As a reminder, ensure that reports are accurate and have been reconciled to your SWCD’s books and to CAS tracking prior to submission. Reports that do not reconcile will be returned to the SWCD without a full review. Inaccurate reports will also be reflected on assessments and will equate to late cost-share and TA disbursements.
 - Items for submission include:
 - a. Fourth Quarter Attachment E
 - b. Year-End Attachment E
 - c. Quickbooks Fourth Quarter Profit and Loss
 - d. Quickbooks Fourth Quarter Cash Balance
 - e. Quickbooks FY 2023 Profit and Loss
 - f. Quickbooks FY 2023 Cash Balance
 - g. Year-End Cash Balance Sheet
 - h. Signed Carryover Report
- **Dedicated Reserves:** FY23 concluded 06/30/23; therefore, SWCDs should reference their actual/final FY23 budget for the operational ending balance to determine if there are any reserve funds. Refer to Pg. 14 of the *Desktop Procedures for District Fiscal Operations (2022)* for guidance. “Public funds ... are provided to districts not for savings, but strictly for the performance of conservation.” Board action is necessary to dedicate for specific purposes any amount above 12 months of routine operating funds (undesignated reserve funds); therefore, once the FY23 books are closed this should be an agenda item for July or August.

- **FY24 1st Qtr. Disbursement Letters:** Expect the first disbursement letter to be emailed 07/26/23, which will include 25% of operational funding and \$1500 of FY24 OCB VACS funding. Expect the second disbursement letter to be emailed 08/24/23, which will include 25% of technical assistance funding and FY24 OCB VACS funding, as needed.
 - **FY23 Annual Report Due 09/30/23:** This report should highlight and/or summarize activities and accomplishments completed 07/01/22-06/30/23. Include the “partnership acknowledgment”, which can be found in the FY23 and FY24 Grant Agreements.
 - **FY22 & 23 Audits:** Robinson, Farmer and Cox auditors will be contacting you to schedule visits in August & September.
- 2) VA Agricultural Cost-Share (VACS) Program and Conservation Reserve Enhancement Program (CREP)**
- **PY24 Secondary Considerations and PY24 Average Cost List:** No PY24 VACS contracts may be approved for funding before PY24 Secondary Considerations have been submitted and approved by both DCR and your SWCD Board AND your SWCD Board approved PY24 Average Cost List has been submitted to DCR. Please send your Secondary Considerations & Average Cost List to Sara Bottenfield with a copy to me.
 - **Status Update Calendar Year 2023 Verifications:** Clinch Valley, Holston River, Lonesome Pine, Scott Co. and Tazewell SWCD verifications have been completed as of 07/07/23. The remaining SWCD verification schedules are in place for July/August. Remember you should have already sent written notices to verification participants with a specific date to be provided via phone or email.
 - **Annual AgBMP Tracking Program Updates Webinar:** Two identical webinars are scheduled for **July 19, 9:30 AM-11:30AM** and **July 26, 1:00-3:00 PM**. Anyone who uses the AgBMP Tracking Program should attend.

3) Updated Items of Importance

- **Clean Water Farm Award (CWFA):** Now is the time to start thinking about the annual CWFA for your SWCD. You may choose to give a local CWFA and submit a nomination for the Grand Basin CWFA. Nomination applications for **BOTH the Local AND Big Sandy-Upper Tennessee River Basin** are due to the Abingdon CDC by close of business 10/02/23. The **NEW** Grand Basin application is on the DCR-DSWC website and must also include 6 PPT slides and a 1-2 page narrative. All signatures and approvals must be obtained no later than your September Board meetings.
- **New DCR Staff:** Tracy Culbertson, Ag BMP Engineering Specialist, DCR District Engineering Services

Important Dates:

- **July 11, 2023:** VASWCD Admin/ Ops Committee Water Cooler Chat at 11:30AM
- **July 17, 2023:** End of Year Reports and Att. D Budget Template (completed, approved & signed) due to DCR
- **July 18, 2023:** DCR pulls 90% Obligation Report for PY23
- **July 19, 2023:** CAS Updates Session from 9:30AM till 11:30AM
- **July 26, 2023:** CAS Updates Session from 1:00PM till 3:00PM
- **August 22 & 23, 2023:** VACDE Graves Mountain Summer Training
- **August 31, 2023:** DEQ NPS 319 Grant Application Deadline
- **TBD:** Introduction to Agriculture and BMP Use Course (Required for CPC)
- **September 15:** Return of Cost-Share funds to DCR deadline
- **September 30:** FY23 Annual Report to be Completed
- **October 2:** Local CWFA winner info AND Grand Basin nominations due to CDC
- **October 17 & 18, 2023:** Virginia RT&E and Cultural and Historic Resources Training (Required for Conservation Planner Certification) - Virtual
- **Fall 2023:** DCR Conservation Planner Program Course & Basic RUSLE2 Training
- **December 3-6, 2023:** VASWCD Annual Meeting at the Norfolk Marriott



Jonesville SERVICE CENTER REPORT
Daniel Boone SWCD Board Meeting
07/25/2023

Program Updates/Deadlines:

- **Environmental Quality Incentives Program (EQIP)**
FY23 EQIP Applications = 43

FY23 Preapprovals – 9 Applications totaling- \$1,142,413.

EQIP Payments - \$188,757.97 (50 Practices)
- **Conservation Stewardship Program (CSP)**
1 Application
- **Agricultural Conservation Easement Program (ACEP)**

None
- **Conservation Reserve Program/Conservation Reserve Enhancement Program (CRP/CREP)**
None
- **Conservation Technical Assistance**
 1. All FY24 EQIP applicants have been scheduled for new field visit

BMP Projects/Partnership Activities

- Construction is steady.

Other Collaborations/Key Interactions Benefitting Districts

Local Working Group/Public Meetings

- Local Working Group Meeting - Completed
- Deadline to have LWG Meeting - Completed
- Deadline to submit LWG minutes - Completed

Outreach/Agency Activities/Events (dates)

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

Earth Team Volunteer Program

- Submitted

VA NRCS Operational/Personnel Changes

- Updates, if available

Submitted By Jordan Southern, District Conservationist