



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

MINUTES OF MEETING JUNE 26, 2025

The Daniel Boone Soil & Water Conservation District Board of Directors met Thursday, June 26, 2025 at the Daniel Boone Soil and Water Conservation District office in Jonesville, Virginia at 6:00 PM.

MEMBERS PRESENT

Bobby Burchett
Gary Martin
Amy Byington
Mike Hobbs

ASSOCIATES PRESENT

Jason Miles
Donovan Willis
Gary Bailey

STAFF PRESENT

Samantha Briggs
Shawn Morris
Tim Miles
Tim Hobbs

PARTNERS PRESENT

Lorie Stevens

PUBLIC PRESENT

Dylan Sturgill

MEMBERS ABSENT:

Roger Elkins

CALL TO ORDER:

The meeting was called to order by Bobby Burchett, Vice-Chairman.

INVOCATION/PLEDGE:

Gary Martin/Everyone

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

Bobby Burchett asked the Board if there were any additions or corrections to the board or committee minutes. Hearing no additions or corrections, a motion was made to approve the May 27, 2025 Minutes of Meeting and committee minutes. (Byington, Martin, unanimous)

Bobby Burchett asked the Board if there were any corrections to the Treasurer's report. Hearing none a motion was made to approve the June 16, 2025 Treasurer's report. (Byington, Hobbs, unanimous)

REPORTS - COMMITTEE CHAIRS:

Shawn Morris, Technical Committee Chair, stated that the committee recommends approval of the PY23 carryover list which has already been approved by the DCR Agricultural Incentives Program Manager. A motion was made to approve the PY23 carryover list for one year which is attached and made a part of these minutes. (Byington, Martin, unanimous)

The Technical Committee recommends approval of the PY24 carryover list. A motion was made to approve the PY24 carryover list for June 15, 2026 which is attached and made a part of these minutes. (Byington, Martin, unanimous)

The Technical Committee also recommends approval of a cost-increase for contract #24-24-0048 (Instance#538541) due to a dry well. A motion was made to approve the cost-increase for contract #24-24-0048. (Byington, Martin, unanimous) A copy of the description of the contract modification is attached and made a part of these minutes.

The Technical Committee recommends approval of cost-increases for the following contract numbers: #24-24-0039 (Instance #657797), #24-24-0009 (Instance #530876), #24-25-0098 (Instance 657438), #24-25-0043 (Instance #647443), and #24-25-0048 (Instance #647450). (Byington, Martin, unanimous). A copy of the descriptions of the contract modifications is attached and made a part of these minutes.

Mike Hobbs was excused from the room. The Technical Committee recommends approval of conservation plans for contract #24-25-0061 (Instance #647405) and contract #24-25-0093 (Instance #656713). A motion was made to approve conservation plans for contract #24-25-0061 (Instance #647405) and contract #24-25-0093 (Instance #656713). (Byington, Martin, unanimous)

The Technical Committee recommends approval of cost-share funding for contract #24-25-0061 (Instance #647405) and contract #24-25-0093 (Instance #656713). A motion was made to approve cost-share funding for contract #24-25-0061 (Instance #647405) and contract #24-25-0093 (Instance #656713) to the extent that funds are or will become available. (Byington, Martin, unanimous) A copy of the descriptions of the contract obligations is attached and made part of these minutes.

The Technical Committee recommends that the district transfer \$2,410.60 from the Operations account to VACS account due to insufficient funds in 2022 OCB VACS and 2023 OCB VACS Transfer to pay contract #24-22-0081 (Instance #474819). A motion was made to make the transfer of \$2,410.60 from the Operations account to the VACS account. (Byington, Martin, unanimous) A copy of the Technical Committee minutes of meeting, recommendations, and the VACS Program report are attached and made a part of these minutes.

Amy Byington, Grant/Inventory Committee Chair, stated that the committee recommends approval of the FY2025-26 Inventory List. A motion was made to approve the FY2025-26 Inventory List. (Byington, Martin, unanimous) A copy of the Grant/Inventory Committee minutes of meeting and the inventory list are attached and made a part of these minutes.

Amy Byington, Community Outreach Committee Chair, stated that the committee recommends approval of the FY2025-26 Annual Plan of Work. A motion was made to approve the Annual Plan of Work. (Byington, Hobbs, unanimous) A copy of the Community Outreach minutes of meeting is attached and made a part of these minutes.

The Personnel Committee will meet and present a report at the July board meeting.

There was no report submitted by the Chairman.

A verbal report of the ongoing activities of the District Manager was given by Shawn Morris.

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:

The Vice-Chairman introduced Dylan Sturgill. Dylan is interning for the Virginia Cooperative Extension Service. He will assist the District with work when needed this summer.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

A motion was made to approve the FY2025-26 Administrative & Operations Grant Agreement. (Byington, Hobbs, unanimous)

A motion was made to approve the FY2025-26 Cost-Share & Technical Assistance Grant Agreement. (Byington, Martin, unanimous)

Samantha Briggs, Administrative Secretary, 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.

Amy Byington discussed a donation request from the Virginia Cooperative Extension Virtual Fencing Pilot for Southwest Virginia. A motion was made to donate \$5,000.00 to the Virginia Cooperative Extension Virtual Fencing Pilot for Southwest Virginia. (Martin, Hobbs, unanimous) A copy of the letter of request is attached and made a part of these minutes.

Samantha Brigg stated that the FY27 Attachment D was ready for approval. A motion was made to approve the FY27 Attachment D. (Byington, Hobbs, unanimous) A copy of the Attachment D 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.

Lorie Stevens, CDC, discussed the need to delegate authority to any director to handle any cost-share action items until the next board meeting. A motion was made to delegate authority to any director to approve any cost-share action items for end-of-year reporting until the next board meeting. (Byington, Martin, unanimous)

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.

The meeting was adjourned by the Vice-Chairman of the Board.

Approved:


Roger Elkins, Chairman

8-25-2025
Date

Respectfully Submitted By:


A. Samantha Briggs, Admin. Sec.

June 26, 2025 Technical Committee Recommendations

PY23 Carryovers (DCR/SWCD approval)

Contract	Instance	Practice	VACS Approved	Tax Credit Approved
24-23-0022	518813	SL-6F	\$80,978.65	\$0.00
24-23-0024	522973	SL-6W**	\$93,931.00	\$0.00
24-23-0045	582826	WP-4SF	\$62,535.00	\$5,211.25
24-23-0085	522674	SL-6W*	\$17,934.85	\$0.00
24-23-0098	522827	SL-6W	\$84,328.00	\$0.00

*Piggyback with NRCS

**Contract 24-23-0024 must be completed by August 30, 2025 through the MPPP

PY24 Carryovers (SWCD approval)

Contract	Instance	Practice	VACS Approved	Tax Credit Approved
24-24-0009	530876	SL-6W	\$79,519.00	\$0.00
24-24-0012	582901	WP-4SF	\$90,918.75	\$7,576.56
24-24-0013	582749	WP-4SF	\$82,149.75	\$6,845.81
24-24-0014	582904	WP-4SF	\$105,615.00	\$8,801.25
24-24-0017	582746	WP-4SF	\$122,856.75	\$10,238.06
24-24-0022	582907	WP-4SF	\$70,935.00	\$5,911.25
24-24-0030	570652	SL-6W	\$62,660.00	\$0.00
24-24-0039	657797	WP-4SF	\$197,057.17	\$16,421.43
24-24-0040	582491	WP-4SF	\$125,994.75	\$10,499.56
24-24-0043	582733	WP-4SF	\$72,135.38	\$6,011.28
24-24-0044	582731	WP-4SF	\$73,380.75	\$6,115.06
24-24-0048	538541	SL-6W*	\$35,518.58	\$0.00
24-24-0049	582712	WP-4SF	\$108,456.75	\$9,038.06
24-24-0051	585699	WP-4SF	\$99,687.75	\$8,307.31
24-24-0055	581619	SL-6W*	\$15,706.83	\$0.00
24-24-0056	581881	WP-4SF	\$134,763.75	\$11,230.31
24-24-0057	582711	WP-4SF	\$96,966.38	\$8,080.53
24-24-0059	581910	SL-6W*	\$22,864.35	\$0.00
24-24-0074	582118	SL-6W*	\$21,411.18	\$0.00

*Piggyback with NRCS

VACS Contract Modification (Increase due to dry well)

Contract #24-24-0048 (Instance #538541)

Project Increase - \$17,765.51

New Estimated Instance Cost - \$29,278.58

New Cost-share - \$35,518.58

VACS Contract Modification (Increase due to difficult installation)

Contract #24-24-0039 (Instance #657797)

Project Increase - \$24,000.00 needed (\$18,448.42 available)

New Estimated Instance Cost - \$262,742.89

New Cost-share - \$197,057.17

New Tax Credit Amount - \$16,421.43

VACS Contract Modification (reservoir, 2500 feet fence, pipeline, one trough)

Contract #24-24-0009 (Instance #530876)

Project Increase - \$19,237.50

New Estimated Instance Cost - \$78,115.00

New Cost-share - \$79,519.00

VACS Contract Modification (dry wells)

Contract #24-25-0098 (Instance #657438)

Current Estimated Instance Cost - \$66,060.00

Current Cost-share - \$66,060.00

Approve payment for dry wells; no additional cost-share required

VACS Contract Modification (well, pump/timer)

Contract #24-25-0043 (Instance #647443)

Project Increase - \$48,967.50

New Estimated Instance Cost - \$72,940.00

New Cost-share - \$76,540.00

VACS Contract Modification (pump/pressure tank, well house)

Contract #24-25-0048 (Instance #647450)

Project Increase - \$11,250.00

New Estimated Instance Cost - \$26,142.50

New Cost-share - \$26,862.50

PY2025 VACS Obligations

Contract #24-25-0061 (Instance #647405)

Estimated Instance Cost - \$140,980.50

Approved Cost-Share - \$105,735.38

Approved Tax Credit - \$8,811.28

Contract #24-25-0093 (Instance #656713)

Estimated Instance Cost - \$60,120.50

Approved Cost-Share - \$45,090.38

Approved Tax Credit - \$3,757.53

VACS Transfer

Transfer \$2,410.60 from Operations account to VACS account due to insufficient funds in 2022 OCB VACS and 2023 OCB VACS Transfer

Contract #24-22-0081 (Instance #474819)

Actual Instance Cost - \$96,887.46

Actual Cost-share - \$98,552.50

Paid \$87,600.00 from 2022 OCB VACS and \$10,952.50 from 2023 OCB VACS Transfer

SWCD: Daniel Boone Name of Committee: Technical

Date: 6-26-2025 Time: 4:30 pm Location: DBSWCD office

Designated Note taker: Tim Miles

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

Voting Members Not in Attendance: Jordan Southern

Others in Attendance: Dylan Sturgill

Agenda/Discussion Item #1

Topic: PY23 carryovers

Motion/Recommendation:
extend PY23 carryovers one year

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

Comments: carryovers already approved by DCR (S. Battenfield)

see list

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

Agenda/Discussion Item #4

Topic: Contract modifications for PY25 projects

Motion/Recommendation:

increase contract 24-25-0043 Instana 647443 (new 45 = \$48,967.50)
increase contract 24-25-0048 Instana 647450 by \$11,250.00 (new 45 = \$26,862.50)

Motion Made By: Gary Seconded By: Amy Vote: all eye

Comments: see list

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

Agenda/Discussion Item #5

Topic: Use unobligated funds to approve PY25 projects

Motion/Recommendation:

approve conservation plans for contract 24-25-0061, Inst. 647405 and
contract 24-25-0093, Inst. 656713
and approve funding for contract 24-25-0061, Inst 647405 (45 = \$105,738.38)
and contract 24-25-0093, Inst 656713 (45 = \$45,090.38, tax credit = \$8,811.28)
to extent funds are or will become available

Motion Made By: Jason Seconded By: Dzhovan Vote: all eye

Comments:

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

Agenda/Discussion Item #6

Topic: transfer funds

Motion/Recommendation:

transfer \$2,410.60 from Operations account to ^{VACS account to} allow for
insufficient funds to pay contract 24-22-0081

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

Comments: _____

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

Agenda/Discussion Item #7

Topic: dry well contract 24-25-0098 Instance 657438

Motion/Recommendation:

dry wells for contract 24-25-0098, Instance 657438

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

Comments: _____

no funds need to be added to contract

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

Additional Committee Business:

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: 

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	50	Mr. Mickie has purchased all materials for the project. The well has been drilled. Carryover
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. MPPP deadline August 31, 2025
24-23-0040		SL-6W	\$131,497.50	\$134,977.50	Y	Y	Y	100	Complete and paid paid \$97,790.40
24-23-0051		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	100	Complete and paid paid \$82922.00
24-23-0076		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		SL-6W	\$16,662.85	\$17,934.85	Y	Y	Y	55	Piggy-back project. Watering system complete and fence is under construction. Carryover
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
	521794	SL-6W	\$16,294.07	\$18,754.07	Y	Y	Y	100	Piggy-back project. Complete and paid. Paid: \$18,227.82
24-23-0088		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		SL-6W	\$84,135.00	\$86,055.00	Y	Y	Y	15	Well has been drilled. Project is under construction. Carryover
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		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

2024 VACS Program Report

CONTRACT #	Instance	Practice	Total Est Cost	Estimated Cost/Share	Survey	Design	Construct Begins	Percent Complete	Remarks
24-24-0003 R. Burke		SL-6W	\$8,731.49	\$9,571.49	Y	Y	Y	100	Piggy-back. Complete and paid paid \$5,655.80
24-24-0004 D. Hedrick		SL-6W	\$64,302.50	\$64,674.50	Y	Y	Y	100	Complete and paid paid \$64,674.50
24-24-0006 T.J. Harless		SL-6W	55,313.75	\$55,973.75	Y	Y	Y	100	Complete and paid paid \$50,686.50
24-24-0007 R. Hill		SL-6W	\$80,745.00	\$81,969.00	Y	Y	Y	100	Piggy-back. Complete and paid paid \$19,619.29
24-24-0009 R. Smith		SL-6W	\$58,877.50	\$60,281.50	Y	Y	Y	60	Carryover
24-24-0011 D. Hill		WP-4	\$140,820.00	\$105,615.00	Y	Y	Y	100	Complete and paid paid \$105,615.00
24-24-0012 S. Hurlock		WP-4	\$121,225.00	\$90,918.75	Y	Y			Design is in hand. Carryover
24-24-0014 J. Carter		WP-4	\$140,820.00	\$105,615.00	Y				Waiting on the design Carryover
24-24-0019 J. Williams		WP-4	\$94,580.00	\$70,935.00	Y	Y	Y	100	Complete and paid paid \$70,935.00
24-24-0022 A. Hall		WP-4	\$94,580.00	\$70,935.00	Y	Y			design in hand Carryover
24-24-0042 D. Laster		WP-4	\$179,685.00	\$134,763.75	Y	Y	Y	100	Complete and paid paid \$134,763.75
24-24-0048 D. Whited		SL-6W	\$119,090.00	\$125,330.00	Y	Y	Y	65	Piggy-back Carryover
24-24-0055 J. Hensley		SL-6W	\$12,346.83	\$15,706.83	Y	Y	Y	25	Piggy-back Carryover
24-24-0068 H. Dixon		SL-6W	\$6,198.80	\$9,678.80	Y	Y	Y	100	Piggy-back. Complete and paid Paid \$5,141.87
24-24-0035 P. Collier		SL-6W	\$9,702.33	\$11,382.33	Y	Y	Y	100	Piggy-back. Complete and paid paid \$14,658.58
24-24-0087 F. Dixon		SL-6W	\$7,363.74	\$9,403.74	Y	Y	Y	100	Piggy-back. Complete and paid paid \$3,735.44
24-24-0050 F. McCurry		SL-6W	\$5,217.03	\$6,897.03	Y	Y	Y	100	Piggy-back. Complete and paid paid \$10,645.12
24-24-0030 L. Burke		SL-6W	\$59,300.00	\$62,660.00	Y	Y			No progress to report Carryover
24-24-0074 A. McLain		SL-6W	\$12,891.18	\$21,411.18	Y	Y			Piggy-back. no progress to report Carryover
24-24-0047 Ja. Williams		SL-6W	\$62,115.00	\$65,715.00	Y	Y	Y	100	Complete and paid Paid \$63,249.88
24-24-0059 C. O'Hara		SL-6W	\$15,424.35	\$22,864.35	Y	Y	Y	60	Piggy-back. no progress to report Carryover
24-24-0032 D. Wampler		SL-6W	\$80,402.50	\$82,922.50	Y	Y	Y	100	Complete and paid paid \$80,984.55

SWCD: Daniel Boone Name of Committee: Grant/Inventory

Date: 6/12/2025 Time: 9:00 am Location: DBSWCD office

Designated Note taker: Tim Miles

Voting Members in Attendance: Tim Miles, Tim Hobbs, Amy Byington

Voting Members Not in Attendance: Bobby Burchett, Shawn Morris

Samantha Briggs

Others in Attendance: Dylan Sturgill

Agenda/Discussion Item #1

Topic: FY2026 Fixed Assets Inventory List

Motion/Recommendation:

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

Comments: worked on inventory list;

remove 2 old leased copiers (#8, #9 on FY25 inventory list)

add 2 new leased copiers and iMac 24" computers

depreciated values by 10%.

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

will present to board for approval

Additional Committee Business:

Set next Committee Meeting Date, time and location: TBD

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

Time of Adjournment: 9:30 am **Submitted by:** Tim Miles

Committee Chair Signature: Amy Byers

Daniel Boone Soil & Water Conservation District Fixed Assets Inventory List 2025-2026

Equipment Description	Year Purchased	Purchased Price	2025 Value	Serial/VIN Number	(Who) Item is Assigned	Location Of Item	Estimated Life Of Item (years)	Tag ID Number
1-2013 Dodge Grand Caravan SE	2012	\$23,188.50	\$6,549.09	2C4RDGBGXR5617-98	Directors/ Staff	Office	10	24IL-2012-002
2-Waders (18 pair)	2016	\$1,294.26	\$501.39	N/A	Staff	Office	10	24IL-2016-001
3-Waders (12 pair)	2017	\$854.63	\$367.86	N/A	Staff	Office	10	24IL-2017-001
4-Epson Powerlite 1780W WXGA Projector 3000	2017	\$756.84	\$325.78	X3T27800112	Staff	Office	5	24IL-2017-002
5-2019 Dodge Ram 1500 Truck	2019	\$27,872.00	\$15,237.46	1C6RR7KT4KS507916	Directors/ Staff	Office	10	24IL-2019-002
6-Arrow Lite GPS	2019	\$1,995.00	\$1,060.20	1808-8235465	Staff	Office	10	24IL-2019-003
7-Dell OptiPlex 7760	2019	\$0.00	\$821.87	HBLV7X2	Hobbs	Office	4	24IL-2020-002
8--2020 Dodge Ram 1500 Truck	2020	\$26,872.00	\$17,630.71	3C6RR7KIT7LG130572	Staff	Office	10	24IL-2020-005
9-Polaris Ranger All Terrain	2021	\$16,186.00	\$10,619.63	4XAT6A99XM8019348	Staff	Office	10	24IL-2021-001
10-Sure Trac Trailer	2021	\$2,995.00	\$1,965.01	5JW1U1621M1308330	Staff	Office	10	24IL-2020-002
11-Great Plains 706NT-1075 No-Till Seeder	2021	\$26,200.00	\$17,189.80	GP-2120WW	Staff	Office	10	24IL-2021-002
12-Nikon Coolpix B-500 District Camera	2022	\$399.00	\$290.87	30234079	Staff	Office	10	24IL-2022-001
13-2022 Dodge Ram 2500 Truck	2022	\$49,210.00	\$35,874.09	3C6UR5CJ4NG308615	Staff	Office	10	24IL-2022-002
14-Nikon Coolpix B-500 District Camera	2023	\$399.00	\$323.19	82034639	Staff	Office	10	24IL-2023-001
15-Dell Inspiron 27 7710 All In One	2023	\$2,017.81	\$1,634.41	ORCX03-WS200-27N-0047-A00	Samantha	Office	4	24IL-2023-002
16-Dell OptiPlex 7780 AIO	2024	\$0.00	\$4,161.60	OMHD3V	Samantha	Office	4	24IL-2024-001
17-Stoltzfus WLS 20 Lime Spreader	2024	\$18,300.00	\$16,470.00	M45960224	Staff	Office	10	24IL-2024-002
18-Canon Copier imageRunner C3930i	2024	Lease	Lease	AAA138890	Staff	Office	5	24IL-2024-003
19-Canon Copier imageRunner C356iF	2024	Lease	Lease	AAA30381	Staff	Office	5	24IL-2024-004
20-iMac 24" A2873	2024	\$2,117.95	\$1,906.15	KTWMC7R7Q4	Tim	Office	5	24IL-2024-005
TOTAL =		\$200,657.99	\$132,929.11					

*Decrease in value 10% per year; \$250 minimum value if less than or equal to 10 years old; \$1000.00 minimum value if more than 10 years old

** Approved in the June 24, 2025 minutes

Amy Byington
Amy Byington, Grant/Inventory Committee Chair

6/26/25
Date

SWCD: Daniel Boone Name of Committee: Community Outreach

Date: 6/12/2025 Time: 9:30 am Location: DBSWCD office

Designated Note taker: Tim Miles

Voting Members in Attendance: Amy Byington, Tim Miles, Tim Hobbs

Voting Members Not in Attendance: Samantha Briggs, Shawn Morris,
Jordan Southern

Others in Attendance: Dylan Sturgill

Agenda/Discussion Item #1

Topic: FY2026 Annual plan of work

Motion/Recommendation:

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

Comments: worked on annual plan of work for FY2026 ;
made revisions based upon approved
2025-2028 Long Range Plan

Follow Up Actions- (Who/What/When): Will present to board of directors
for approval

Additional Committee Business:

pre-planning for a Pasture Walk

topic: seasonal feeding facility with attached manure storage

date: September 25, 2025

misc.: invite Carl Kling to talk about Nutrient Management Plans

Set next Committee Meeting Date, time and location: TBD

Motion to Adjourn By: _____ Seconded By: _____

Time of Adjournment: 9:50 am Submitted by: Tim Miles

Committee Chair Signature: Ray Bayon

Tim Miles
DBSWCD
Conservation Specialist Report
June 24, 2025

- I. Virginia Erosion and Sediment Control Program
 - The Land Disturbing Report for May 2025 was submitted to DEQ.
 - Routine inspections were made on active E&S projects.
 - I have been reviewing two E&S plans that were submitted.
 - The E&S plan for the Caledonia Farms Rock Picking Operation was approved.
 - I will be attending a class in Wytheville on June 18.
- II. Virginia Agricultural Cost-Share Program
 - I have been entering information into the Conservation Application Suite to pay applicants for completed projects.
 - Cameron Jessee and I have been putting contract folders together for the PY25 contracts that were previously approved.
 - We have begun to survey the water systems for the approved PY25 contracts.
 - I made construction inspections on some projects.
 - I also made a conservation planning visit for one applicant.
 - I listened to the PY26 VACS Program Update Session Webinar on June 12.
- III. Miscellaneous
 - The District website has been updated periodically.
 - The District's two Youth Conservation Camp applicants were approved to attend camp this summer. The District has paid their camp tuition.
 - I listened to the FY26 Grant Agreements Webinar on June 2.
 - I participated in the Grant/Inventory Committee meeting on June 12. The FY26 Inventory List was developed.
 - I participated in the Community Outreach Committee meeting on June 12. The FY26 Annual Plan of Work was developed.

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	Summer 2025
Stone Mountain ATV Trail (Spearhead Trails Maintenance)	X	2022-02	0.99	Ongoing
Brandon Cheek Rock Picking Operation	X	2022-09	0.61	Summer 2025
Travis Hall Rock Picking Operation	X	2023-03	0.61	Fall 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	Fall 2025
Jonesville Water System Improvements (Phase 2)	X	2024-01	0.90	Summer 2025
Timberline Barns	X	2025-01	0.90	Summer 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	
St. Charles Waterline Replacement Project-Phase IV	X		0.47	
Caledonia Farms Rock Picking Operation	X		0.61	

DBSWCD
Conservation Technician Report
June 2025

- Working on the approved 2025 projects to send to engineering
- Went on numerous construction checks

Samantha Briggs, DBSWCD
Administrative Secretary Report
June 24, 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
- Submitted Anthem BC&BS Health and Dental Payments
- Submitted Payroll for June 05, 2025
- Submitted Hybrid VOYA Retirement Cash Match 401(A)
- Submitted Hybrid VOYA 457 Deferred Comp Plan
- Prepared materials for the FY2027 Attachment D
- Attended the Grant Deliverable Updates Webinar on Monday, June 02, 2025
- Completed the FY2027 Attachment D and sent it to the district's contact person, Tracy Goodson, New River SWCD, for questions and comments
- Completed the LVA Records Management Basics Curriculum Training on Tuesday, June 3, 2025
- Completed the OAG - 2024 Conflict of Interest Act Training on Tuesday, June 3, 2025
- Submitted a Stop Payment Request Order to Powell Valley Bank on Check #8753
- Attended the VASWCD Admin/Ops Committee: Plan of Work Review & Open Water Cooler Chat
- Prepared the FY2025-26 Inventory List for June board approval
- Completed the certificate of records destruction form as directed in the Desktop Procedures Guide
- Submitted Payroll for June 19, 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 (June 2025)
- Submitted VA Withholding Tax to the Virginia Department of Taxation (June 2025)
- Submitted Virginia Retirement Contribution for May 2025
- Prepared the Minutes of Meeting for May 27, 2025 for the June 24, 2025 board meeting
- Prepared the Agenda for the June 24, 2025 board meeting
- Prepared the Treasurer's Report for the May 24, 2025 board meeting
- Submitted board packets for June 24, 2025 board meeting
- Purchased board meeting supplies
- Prepared invoice for board meeting meals
- Prepared Running Budget for June 2025
- Reconciled both CD accounts
- Reconciled Operation Account Bank Statement to QuickBooks
- Reconciled VACS Program Account Bank Statement to QuickBooks
- Paid all monthly bills

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

Action Items to accomplish in June 2025:

Monthly Schedule of Annual Plan & Strategic Plan:

June:

1. Approve a projected budget for the upcoming fiscal year. (*Board of Directors*)
2. Review and approve the Operational and Virginia Agricultural Cost-Share Program grant agreements with DCR. (*Board of Directors*)
3. Maintain and upgrade computer hardware and/or software according to staff needs. (*Board of Directors/Staff*)
4. Evaluate and update employee position descriptions. (*Personnel Committee*)
5. Approve Personnel Policy. (*Board of Directors*)
6. Perform Job Performance Evaluations for District staff, and make recommendations to the District Board. (*Personnel Committee/District Manager*)
7. Update District website to provide the public with up-to-date information, program deadlines, upcoming activities, recent events, etc. (*Conservation Specialist*)
8. Work with Lee County School Board to select date for Kids In The Creek Day event. (*Staff*)
9. 90% of VACS Program funds allocated. (*Technical Committee/Staff*)

June 25, 2025

Daniel Boone Soil and Water Conservation District,

Virtual fencing is an innovative new technology application for livestock producers with potential to open doors to better, more flexible land management and greater profitability. However, there is no research and only limited use of virtual fencing currently in the state. Lee County Extension Office is asking for **\$5,000** to support a **Virtual Fencing Pilot for Southwest Virginia**. A description of virtual fencing, our project and its implementation follow below.

The need and opportunity:

Hurricane Helene and other flooding in Southwest Virginia has left farmers with miles of fencing down and few available contractors to make repairs in the region. One farmer shared that even before the hurricane, he had been on a one-and-a-half-year wait-list for a contractor. Virtual fencing could be a tool to assist farmers in the region to address fencing needs. These systems are already being used successfully in the western U.S., New Zealand, Australia, and Europe.

Virtual fencing system description, function, and value:

Virtual fencing systems operate similar to electric dog collars by providing sound and then shock stimuli as animals with collars reach the virtual boundary. A computer or phone app is used to set the boundary locations, and a GPS signal from the collar tells the system if the animal is in the bounds. Sounds and shocks from the collar are delivered to the animal if it moves beyond the designated pasture area. Signals to and from the collar are sent with a base station or with a cellular network. Base stations use satellites, and these work almost anywhere. Cellular-based systems work needs good cell coverage. Base stations can cover about 2 to 4 miles depending on the model, and farmers have learned to adapt and make base stations mobile by mounting them to small trailers. In some cases, adjacent farms are sharing base stations because there is no limit on the numbers of collars a system can handle. Collars are very similar among companies, but some are powered with batteries and others are charged with small solar panels.

Livestock need about four days of training to get adapted to wearing and minding the collars. Livestock hear a noise (the signal) as they get near the invisible fence. If the livestock continue towards the virtual boundary, they are given an electric shock (reported to be about 1/10 of what an electric fence gives animals). Additional shocks are given if they move toward the fenced out area. Farmers can change the location of the virtual fence on their phone or computer, and livestock learn and adjust their location based on the signals they receive from the collars. Virtual fencing systems allow farmers to know where their animals are at any time, and they can gather real data to use for farm management decisions.

Virtual fencing systems for 50 head cost roughly \$15,000 to \$30,000 depending on the system and size of the farm. Annual costs include subscription fees which currently average around \$20 per collar and batteries. Costs are continuing to drop, and a farmer in northern Virginia

Invent the Future

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY

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www.ext.vt.edu

using a virtual fence system says the labor savings alone (they were making daily moves with step-in posts and poly wire) has made the system cost effective. A rancher in South Dakota indicates the virtual systems are allowing them to use better management over larger areas with less labor. These systems also open up the potential for better land management on leased land where investments in permanent fencing infrastructure might not make sense. (Perimeter fences will still be required to prevent major issues if the system fails (e.g., a battery dies or a collar falls off) and to comply with state road-side fencing law.)

The pilot plan:

Virginia Cooperative Extension is working to pilot virtual fencing on producer farms. This effort is being led by extension agents in Southwest Virginia and Dr. Fike, the state forage specialist. The project's footprint includes Bland, Carroll, Grayson, Lee, Russell, Scott, Wise, and Wythe counties. One farm in each county will be selected to trial the systems for a year to determine if and how this technology can benefit livestock farmers and to determine both the opportunities and the potential issues or limitations of the systems. After one year, a new research goal and farmer cohort will be pursued using the systems. Field days will be held, and extension publications will be developed to describe and demonstrate the systems and share producer experiences with technology and its application. We also plan to collect data on costs and time required to use virtual fencing compared with traditional "hard" infrastructure. We also plan to collect data on things such as stream use for Va DCR, as the department is interested in the potential of these systems as a cost-sharable practice. If the systems are not engaged for this on-farm research, we plan to rent them out for shorter time periods to help farmers determine if virtual fencing is a wise investment for their operations.

Funding:

The Virginia Tobacco Region Revitalization Commission has approved \$107,000 in funding for this project to cover the cost of the equipment provided we obtain a 1:1 cash match. We currently have \$80,000, with \$30,000 secured through the Matthews Foundation (specific to Carroll and Grayson Counties), \$40,000 from Virginia Tech, \$10,000 from the Scott Co. Soil and Water Conservation District (specific to Scott Co.). We are seeking an additional \$25,000 to complete the required match. We will be applying to the Farm Credit Foundation, Virginia Cattle Industry Board, and other counties involved will be applying to their Soil and Water Conservation Districts. VA DCR, Soil and Water Conservation Districts and NRCS have shared that they do not have funding that they can put toward the project, but they are interested in the outcomes. NRCS has been cost-sharing virtual fencing systems in the western US, and we understand that NRCS anticipates it cost-share coming to the eastern U.S. in the future.

The Lee County Livestock Association, a 501(3)c, is assisting us with this project by submitting the grant proposal and handling the grant funds. If this request is approved, funds can be sent to the Lee County Extension Office with a check written to the Lee County Livestock Association:

**Virginia Cooperative Extension—Lee County
Attn: Amy Byington
486 Industrial Drive
Pennington Gap, VA 24277**

We greatly appreciate your considering this request and your commitment to farmers and conservation in Virginia. If you have any questions, please feel free to contact any of the team listed below.

Sincerely,

Amy Byington
Lee County
Agriculture and Natural Resource Extension Agent

A	B	C	D	E	F	G	H	I	J	K	L	M	N
FY2027 ATTACHMENT D (Itemized District Budget Request Form)													
ITEMIZED BUDGET FOR THE YEAR BEGINNING JULY 1, 2026													
Daniel Boone SWCD Name 1 # of Localities 4.00													
3	Central Operations		Level	Increased	Current FTEs				Base General Assembly Funds	DCR Program Funding LEVEL FUNDING	DCR Program Funding INCREASED FUNDING	TOTAL	Notes
6	Personnel and Fringe Benefits (FICA, retirement, health)		FTE 1.00	0.50					102,000		25,000		FTE is Administrative Secretary additional 5 needed for program support
7	Rent & Utilities								21,300				
8	Directors' Travel, Training, and Meetings		# of Directors 5						13,000		1,100		Director serves as AREA IV Chair and was accommodated to the VASWCD Educ
9	Equipment (field gear, computers, phones, etc.)								20,500		800		New computers, update cell phones, and new copier/printer
10	Support Expenses (info systems, dues, postage, supplies, webcasts, communications, etc.)								27,300		700		Upgrade website, dues, office supplies, and signage
11	Staff, Training and Meetings								6,000		900		
12	Vehicles - Federal Rate \$ 70 per mile								15,800		1,100		Repairs, tires, and gas etc.
13	Other Expenses								3,000				Avoiding etc.
14									210,900		29,400		
15													
16	Dam Maintenance												
17	Dam Maintenance - Annual		# of Dams										
18	Personnel and Fringe Benefits (FICA, retirement, health)		FTE										
19	Staff, Training and Meetings												
20	Vehicle - Federal Rate \$ 70 per mile												
21													
22													
23	Dam Repair and Rehabilitation												
24	Dam Repair and Rehabilitation Projects (list projects)		# of Dam Projects										
25													
26													
27	Personnel and Fringe Benefits (FICA, retirement, health)		FTE										
28	Staff, Training and Meetings												
29	Vehicle - Federal Rate \$ 70 per mile												
30													
31													
32	Agricultural Program Implementation		Level	Increased									
33	Chesapeake Bay Ag BMP Cost Share & Tax Credits		Forecasted BMP Funds (Level funding & increased funding) =										
34	Personnel and Fringe Benefits (FICA, retirement, health)		FTE										
35	Staff, Training and Meetings												
36	Vehicle - Federal Rate \$ 70 per mile												
37	Outside the Chesapeake Bay Ag BMP Cost Share & Tax Credits		Forecasted BMP Funds (Level funding & increased funding) =										
38	Personnel and Fringe Benefits (FICA, retirement, health)		FTE 2.50										
39	Staff, Training and Meetings												
40	Vehicle - Federal Rate \$ 70 per mile												
41	Resource Management Plans to Review												
42	Personnel and Fringe Benefits (FICA, retirement, health)		FTE										
43	Staff - Training and Meetings												
44	Vehicle - Federal Rate \$ 70 per mile												

A	B	C	D	E	F	G	H	I	J	K	L	M	N	
FY2027 ATTACHMENT D (Itemized District Budget Request Form)														
ITEMIZED BUDGET FOR THE YEAR BEGINNING JULY 1, 2026														
Daniell Boone SWCD Name 1 # of Localities Current FTEs 4.00														
									Base General Assembly Funds	DCR Program Funding LEVEL FUNDING	DCR Program Funding INCREASED FUNDING	TOTAL	Notes	
45	Resource Management Plans to inspect													
46	Personnel and Fringe Benefits (FICA, retirement, health)													
47	Staff - Training and Meetings													
48	Vehicle - Federal Rate \$ 70 per mile													
49	CREP													
50	Personnel and Fringe Benefits (FICA, retirement, health)													
51	Staff Training and Meetings													
52	Vehicle - Federal Rate \$ 70 per mile													
53														
54														
55	Chesapeake Bay Preservation Act/Agricultural Program (Non-DCR Funding)													
56	Personnel and Fringe Benefits (FICA, retirement, health)													
57	Staff Training and Meetings													
58	Vehicles - Federal Rate \$ 70 per mile													
59														
60														
61	Environmental Education (List Activities)													
62														
63	Kids in the Creek Day / Pasture Walks / Awards Banquet / Youth Conservation Camp / Float Trip / VASWCD Scholarship / Poster Contest / Ag Awareness Day / Reality Store / Contractor Training													
64	Personnel and Fringe Benefits (FICA, retirement, health)													
65	Staff Training and Meetings													
66	Vehicles - Federal Rate \$ 70 per mile													
67	Program Costs													
68														
69														
70	Other Programs/Projects (Non-DCR Funded) - For Information Only -- (List Activities and Staff FTE required)													
71	Erosion & Sediment Control Programs/Equipment Rental Program													
72														
73														
74														
75	GRAND TOTALS													
76	Personnel and Fringe Benefits (FICA, retirement, health)													
77	Rent & Utilities													
78	Directors' Travel, Training and Meetings													
79	Equipment (field gear, computers, copiers, phones, etc.)													
80	Support Expenses (info systems, files, postage, supplies, website, communications, etc.)													
81	Staff Training and Meetings													
82	Vehicle - Federal Rate \$ 70 per mile													
83	Other Expenses													
84	Chesapeake Bay Preservation Act (Non-DCR Funded)													
85	Program Costs (Environmental Education Only)													
86	Dam Repair and Rehabilitation													
87														
88														
89														
90														
										LEVEL FUNDING GRAND TOTAL		\$466,951		
										INCREASED FUNDING GRAND TOTAL		\$529,351		
										Contact Number: 276-346-3196				
										Board Approval Date: 6/26/25				
										District Point of Contact: Samantha Briggs				
										Reviewed by (SWCD Board or Director): Gary Martin <i>Gary Martin</i>				

Kids in the Creek Day is all the gardens in the county & Ag Awareness is 40 c

1) Administrative and Operational Items

- **FY25 4th Qtr. Mid-Quarter Disbursements:** Disbursement letters are scheduled to be emailed to SWCD's on 06/06/25. Direct deposits should be issued within 30 days of the date of the disbursement letter.
- **FY25 4th Quarter and End-of-Year Reports due 07/15/25:** In addition to the routine submission of the Attachment E, Balance Sheet, and Profit & Loss, also the **FY25 Attachment E “roll up”, Cost-Share Cash Balance, and Carry Over Reports** are due. Remember all signed hard copies, such as the Attachment E, should be emailed to the CDC no later than 07/15/25. Instructions for completion were sent to SWCD staff via email on 05/08/25.
- **FY25 Self-Assessment Questionnaire - Due on or before 07/15/25:** Administrative and/or managerial staff submit the questionnaire; however, technical staff should assist with providing data. Assessment Questionnaires were sent to SWCD staff via email on 05/08/25. New this year, assessments will have input from DCR program managers & will not be presented to SWCDs until August or September.
- **FY25 Grant Agreement Deliverables / Year End Item Reminder(s):** All FY25 deliverables for both the Administrative & Operational Grant and Cost-Share & Technical Assistance Grant must be satisfied before 06/30/25. Any outstanding items should be addressed at the June 2025 board meeting. For a full list of Grant Agreement Deliverables and Year End Item Reminders please reference my May CDC report.
- **Status of FY26 Grant Agreements:** Will arrive early June. Please sign and return to DCR promptly so that initial funds, including 100% of Base TA, may be disbursed in early August.
- **FY27 Budget Template/Attachment D due to DCR by July 15:** There is a recording of the Attachment D - Budget Template training that was held in 2023 available online at <https://www.youtube.com/watch?v=sv5evnTqJKk>
- **The Virginia Soil and Water Conservation Board adopted the Policy and Procedures on Soil and Water Conservation District Cost-Share and Technical Assistance Funding Allocations (FY26) on May 28, 2025. The FY26 policy supersedes the FY25 policy.**
 - One of the revisions to the FY26 policy removes the requirement to return the technical assistance funding to the Department associated with a previous year's carryover practice. Districts are authorized to re-obligate the cost-share funds associated with the cancelled practice during FY26, but any cost-share funds associated with a cancelled practice that are not re-obligated must be returned to the Department. However, Districts will not be required to return any of the technical assistance funds associated with the cancelled contract's cost-share funds.
- **Audit Updates:** Big Sandy, Clinch Valley, Daniel Boone, Holston River, Lonesome Pine and Tazewell SWCDs are scheduled for audits for FYs 24 & 25. RFC will be contacting districts to schedule audits for late 2025.

2) Ag and Cost-Share Items

- **PY 2026 Virginia Agricultural Cost-Share Manual:** The PY 2026 VACS manual will be going to print and will soon be posted online. Each SWCD office will receive one printed copy.
- **PY 2026 VACS Program Updates Sessions:** There will be two identical virtual sessions this year and they are scheduled for Thursday, June 12th from 1:00pm until 4:00pm and Tuesday, June 17th from

9:00am until 12:00 noon. Remember that all technical staff must attend one of the two VACS Updates Sessions for the SWCD to receive full credit on the assessment for attending. Preregistration is required for the webinar.

- June 12, Thursday, 1:00 - 4:00 pm to Register:
<https://events.gcc.teams.microsoft.com/event/fe2eb8cb-8a6d-47f9-be83-fc7f8a99463b@620ae5a9-4ec1-4fa0-8641-5d9f386c7309>
- June 17, Tuesday, 9:00am - Noon to Register:
<https://events.gcc.teams.microsoft.com/event/9fd0067f-b5c9-4ac0-9881-5e6119003897@620ae5a9-4ec1-4fa0-8641-5d9f386c7309>

- **PY 2026 CAS Updates Sessions:** There will be two identical virtual this year and they are scheduled for Tuesday, July 8, 2025, from 1:00pm until 2:30pm and Thursday, July 24, 2025, from 9:30am until 11:00am. Remember that all technical staff must attend one of the two CAS Updates Sessions in order for the SWCD to receive full credit on the assessment for attending.
- **Cost-Share Program Carryover Report for BMPs To Be Completed, Canceled or Carried Over into FY26:** SWCD technical staff need to start running the carryover report in Logi, which can be accessed at the following location: *LOGI>Shared Report>District Year End Reports>Fiscal Year Closeout Reports>Cost-Share Program Carryover Report for BMPs To Be Completed, Canceled or Carried Over into FY26.* Reference the top of the report to find the necessary action.
- **Carryover Practice Reminders:** Please heed the following reminders as you prepare for approval of carryover reports.
 - Ensure that practices are eligible for carryover status prior to bringing them to the board for approval in June (see pages II-42 thru II-46 of the VACS manual).
 - Update each carryover instance in the Ag BMP Tracking Module of CAS and ensure that all Carryover Measures are filled in.
 - Two-program year completion date practices do not require input of Carryover Measures to move from the first program year into the second program year. The status can simply be changed to Carryover status.
 - Completion Dates in CAS:
 - The Carryover Completion Date should be filled into the “Carryover Date” field in CAS.
 - Do not make any changes to Required Completion Date field. The Required Completion Date field should reflect the original Required Completion Date of the practice.
 - After making updates to carryover instances, allow Logi to update overnight before running a carryover report. Please check the carryover report for missing data prior to board approval.
 - Utilize the Logi report when approving carryovers since the Logi report can assist with ensuring that a practice is truly eligible for carryover. An example of this is the SL-1 practice. It is a one-program year completion date practice and is eligible to receive carryover status one time. The Logi report highlights these practices if they have already been carried over and cannot be carried over again.
 - Remember that contracts moving into a fourth program year cannot receive board approval for carryover unless previously approved by Sara Bottenfield. The deadline for submitting contracts to Sara for consideration is May 15, 2025.
 - To submit a request, please complete the following steps:
 - 1) Update the “Carryover” section of the “Measurements” tab by selecting “Other (describe in BMP comments)” as one of the justifications and entering a comment in the “Comments” box of the “General” tab to thoroughly explain the reason for an additional carryover. Include the date and initials of the person entering the request as part of the comment.

- 2) Send an email to Sara Bottenfield (sara.bottenfield@dcr.virginia.gov), copying your CDC, with the contract number, instance number, and justification. This can be in the body of the email or included as an attachment, but if submitting requests for multiple practices, please include them all in a single email.
 - 3) Please note that the “Cost-Share Program Carryover Report for BMPs to be Completed, Canceled or Carried Over into FY26” will be available in early March in Logi for assessing the status of carryover contracts.
- **End of Year Reports:** The deadline for submitting end-of-year reports is July 15, 2025. Signed carryover reports will be due with the End of Year Reports. Electronic carryover reports will be pulled from Logi on July 16, 2025. If possible, SWCDs are encouraged to avoid making payments after June 30, 2025, and until year end reports can be reconciled.
 - **QA/QC Reports:** As you work through the final month of this program year, please be sure to run the QA/QC reports in Logi and make any corrections needed. Please let me know if you need help accessing and running these Logi reports.
 - **CY25 Random & End of Lifespan (EOL) BMP Verifications:** CY25 Random & End of Lifespan (EOL) BMP Verifications for 2025, 2026 & 2027 have been uploaded in the Conservation Application Suite. I will be scheduling verifications in the near future.
 - **Re-obligation or Return of Unobligated Funds from Prior Program Years:** If your SWCD has unobligated VACS funds from a prior program year funding source, where carryovers have been completed under budget or have cancelled, there are three options for addressing these funds, all of which must be done prior to June 30, 2025.
 - Per the PY 2025 Cost-Share and Technical Assistance Policy, *“The District is authorized to re-obligate the cost-share funds associated with the cancelled contract to new contracts during FY2025”*. This task must be completed in June 2025 SWCD meetings since board approval is required for approval of PY 2025 contracts.
 - Funds may be returned to DCR prior to June 30, 2025, to make the PY 2026 Attachment E form cleaner in that there will be fewer line items to carry forward on the new Attachment E form. If the SWCD wishes to return these funds prior to June 30, 2025, please notify me no later than June 10, 2025.
 - Funds may simply be returned to DCR after the End of Year reports have been processed through the standard EOY return of funds process.
 - CREP funds must be returned to DCR; it is just a matter of whether the SWCD would prefer to return them before or after June 30, 2025. If the SWCD wishes to return these funds prior to June 30, 2025, please notify me no later than June 10, 2025.
 - Per the PY 2025 Cost-Share and Technical Assistance Policy, in reference to unobligated VACS funds from a prior program year, *“The District is not required to return any technical assistance funds associated with the cancelled contract’s cost-share funds”*.
 - Remember that per the PY 2025 Cost-Share and Technical Assistance Policy, *“13% of technical assistance funds shall be returned with any unobligated FY2025 cost-share funds.”*
 - **PY26 Secondary Considerations:** Require DCR approval. Must be submitted for review and approval prior to any cost-share approvals take place in the new PY to Sara Bottenfield, DCR-DSWC Ag Incentives Program Manager. Please cc the assigned CDC. Remember that if your SWCD chooses to lower the PY26 participant cap, you must document in the Secondary Considerations.
 - **PY26 Average Cost List:** Does not require DCR approval but does require local SWCD board approval before being submitted to DCR. Submit to Sara Bottenfield and the assigned CDC. Approval must be made and submission to DCR must be completed before any cost-share approvals take place in the new PY.
 - **Delegated Authority:** If there is any chance that action is needed for cost share items after the June board meeting but before your next board meeting **it is recommended the board delegate authority**

to the Technical/Ag Committee or a board designee to approve cost share actions until the next board meeting is held. The board MUST ratify any delegated authority decisions at their next meeting.

Upcoming Training and Important Dates:

- **June 2, 2025:** PY 2026 Grant Agreement Deliverables Meeting from 1:00PM until 2:30PM (virtual).
- **June 6, 2025:** SWCD Director and Admin/Manager Financial Training from 9:30AM until 3:00PM at Randolph Macon College in Ashland, VA.
- **June 12, 2025:** VASWCD Virtual Quarterly Board meeting. Foundation meeting at 9:00am followed by Association business. Register for the zoom at: <https://us02web.zoom.us/meeting/register/dXBR0UqOQMeZwt2ds6JmWA>. Meeting materials will be available here <https://vaswcd.org/board-meetings/>
- **June 12, 2025:** PY 2026 VACS Updates Session from 1:00PM until 4:00PM (virtual).
- **June 15, 2025:** All transfers of cost-share and technical assistance funds between SWCDs must be complete.
- **June 17, 2025:** PY 2026 VACS Updates Session from 9:00AM until 12:00PM (virtual).
- **July 8, 2025:** PY 2026 CAS Updates Session from 1:00PM until 2:30PM (virtual).
- **July 15, 2025:** Fourth Quarter Reports and EOY and Carryover Reports are due to the CDC.
- **July 15, 2025:** PY 2027 Attachment D Budget Template is due to DCR.
- **July 15, 2025:** FY25 Self-Assessment Questionnaire due to CDC.
- **July 16, 2025:** DCR pulls final FY25 Logi reports.
- **July 24, 2025:** PY 2026 CAS Updates Session from 9:30AM until 11:00AM (virtual).
- **July 30, 2025:** Deadline for resolution of all QA/QC issues.
- **August 19-21, 2025:** Graves Mountain Training in Syria, VA.

DCR Conservation Planner Certification Courses: Questions should be directed to Carl Thiel-Goin, DCR-DSWC Conservation Planning and Training Coordinator at carl.thiel-goin@dcr.virginia.gov

- 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

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 05/07/2025.



Jonesville SERVICE CENTER REPORT
Daniel Boone SWCD Board Meeting
06/24/2025

Program Updates/Deadlines:

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

EQIP Payments June - \$223,716.07 (77 Practices)

FY26 EQIP & CSP Application Deadline:

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

FY25 EQIP Classic Preapprovals – 6 contracts totaling \$613,406.99
- **Conservation Stewardship Program (CSP)**
- **Agricultural Conservation Easement Program (ACEP)**

None
- **Conservation Reserve Program/Conservation Reserve Enhancement Program (CRP/CREP)**
None
- **Conservation Technical Assistance**

Working on completing folders for FY26 EQIP applications and scheduling farm visits

BMP Projects/Partnership Activities

- Approximately 8 -10 projects under construction

Other Collaborations/Key Interactions Benefitting Districts

Local Working Group/Public Meetings

- 03/25/2025 Completed

Outreach/Agency Activities/Events (dates)

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

- June 18th Virginia Wednesday Webinar

Earth Team Volunteer Program

- Cameron Jessee has been enrolled

VA NRCS Operational/Personnel Changes

- Updates, if available

Submitted By Jordan Southern, District Conservationist