

**PETER FRANCISCO SOIL AND WATER
CONSERVATION DISTRICT**

at the USDA Service Center, Sprouses Corner

Wednesday, July 16th, 2025

9:00 a.m. Board Meeting

- I. Call to Order *Amended
- II. Adoption of the Agenda
- III. Approve Minutes
- IV. Treasurer's Report
- V. Committee Minutes/Reports
 - 1. Agriculture – July 3, 2025
- VI. Report of Cooperating Agencies
 - 1. NRCS
 - 2. VCE
 - 3. VDOF
- VII. District Reports
 - 1. Chairman – T. Smith
 - 2. Directors
 - 3. Operations Manager – B. Maxey
 - 4. Sr. Conservation Specialist – K. Snoddy
 - 5. Conservation District Coordinator – D. Collins
 - 6. Conservation Technician – C. Smith
 - DEQ/Local Residential Report
 - 7. Conservation Education Coordinator – C. Drake
- VIII. Old Business
 - 1. Attachment D
 - 2. Amend Final Budget FY25-26
 - 3. * Annual Leave Payout Letter
- IX. New Business
 - 1. Small Farms Pilot Program led by James River SWCD
 - 2. Vol Ag BMP Survey with VCE
 - 3. Review Inventory List
 - 4. July/August Annual Plan of Work
- X. Public Comment

PETER FRANCISCO
SOIL AND WATER CONSERVATION DISTRICT
9:00 A.M. MONTHLY BOARD MEETING
BUCKINGHAM USDA SERVICE CENTER

Final

July 16, 2025

I. CALL TO ORDER

Directors Attending:

M. Todd Smith
Terry Seal
Donna McRae-Jones
Barbara Teeple
Amber Taylor (Arrived at 9:12)

PFSWCD Staff

Brandy Maxey
Kelly Snoddy
Charli Drake

Others

Denney Collins – DCR
Claire Helmke – QF Biologist

Vertia Mae Jamerson, Associate
Linda Eanes, Associate
Ruth Wallace, Associate

Not in Attendance: Director(s): Kevin Dunn; Associate(s): H. Gwynn Tyler, Jennifer Ligon; Staff: Jesse Hudgins, Sherry Ragland

M. Todd Smith, Chair, called the meeting to order at 9:08 a.m. with a quorum.

II. ADOPTION OF AGENDA

Motion: by McRae-Jones, second by Teeple to adopt the agenda as presented. Motion carried.

III. MINUTES

Motion: by McRae-Jones, second by Teeple to accept the 06/18/25 minutes. Motion carried.

IV. TREASURER'S REPORT

Motion: M. Todd Smith, Chair, recommends the treasurer's report dated 06/30/25 be filed for audit.

V. COMMITTEE REPORTS/MINUTES

1. Agriculture Committee Report– 07/03/25 – Report/Minutes on file.

Kelly shared the Agriculture Committee Report.

- Conservation Plan for review/approval –listed in report.
- VACS Cost-share & Tax Credit applications for review/approval – listed in report.
- Average Cost List for PY2026 – listed in report.

Motion from Committee: K. Snoddy read the Agriculture Committee's Recommendations and the Board approved. Motion carried.

VI. REPORTS OF COOPERATING AGENCIES

1. NRCS: David Harris – Report on file. Claire Helmke emphasized that the State Office made a determination regarding the 18 FY25 CSP-IRA applications that were pre-approved for funding this fiscal year. These applications will be funded using left-over FY22 funding. This leaves around \$1.9 million for Buckingham and Cumberland forestry CSP contracts.

2. VCE:

- Ruth Wallace – Watershed Exploration Day camp next week.
- Amber Taylor – Report on file.
- Linda Eanes – Report on file.

3. VDOF: Report on file.

4. QF Biologist: Report on file. Claire spoke about the Front Royal Earth Day Festival where they used rope to demonstrate to children and parents the real root lengths of native flowers and grasses. She also pointed out that quail and turkey counts were good this year.

VII. REPORTS

1. Directors:

- Todd Smith addressed his visits to the office for document/check signing as well the Agriculture Committee Meeting on July 3rd. He read a letter from Darrell Kuntz reiterating that district staff are to be advisory, non-voting, members of committees and sub-committees. Todd passed around thank-you cards/letters from the following: VASWCD Education Foundation (memorial donation), Family of James F. McDaniel Jr, Rebekah Sanderson (scholarship winner), Sherry Ragland (retirement), and Iva White (livestock sponsorship).
 - Donna McRae-Jones followed up with a community member who needed further assistance after she inquired about our residential septic program. She gave her contact information to places such as Piedmont Senior Resources. Donna also applauded the Buckingham Cattlemen's Association for an informative meeting last night as well as delicious food prepared by Terry Seal.
2. Operations Manager – Brandy Maxey: Report on file.
 3. Sr. Conservation Specialist – Kelly Snoddy: Report on file. Kelly discussed the Voluntary Ag BMP Survey with VCE. This is a MOU that PFSWCD will be a resource to assist people in the community, who are not eligible for our BMP programs, in filling out the Ag BMP Survey. PFSWCD will be compensated for their time. The survey is open thru June 30th, 2026 and the District has time to determine if we want to be involved. Staff will bring the MOU wording at a later date for further Director input.
 4. Conservation District Coordinator – Denney Collins: Report on file. Our End-Of-Year Reports looked good. Cost-Share Quarterly Disbursement Letter will be coming out soon.
 5. Conservation Technician – Cody Smith: Report on file. Cody is currently at Youth Conservation Camp.

Residential Report – 07/16/25 – Report on file.

The following was shared for Board approval.

- DEQ PO17219 -Slate River & Rock Island Creek TMDL Report 07/16/25 – Report on file.
Motion: by McRae-Jones, second by Teeple to approve #1. Five (5) RB-1 routine pump-outs. Motion carried.
 - Local Septic Grant – Peter Francisco SWCD Report 07/16/25 – Report on file.
Motion: by McRae-Jones, second by Teeple to approve #1-A. Three (3) Willis River RB-1 routine pump-outs. Motion carried.
Motion: by McRae-Jones, second by Teeple to approve #1-B. Three (3) Appomattox/James River RB-1 routine pump-outs. Motion carried.
7. Conservation Education Coordinator – Charlotte Drake: She has been updating the webpage, helping Ruth Wallace with watershed day camp, and working on the annual report. College scholarship payouts have been issued. At this time M. Todd Smith read Charli's formal letter regarding her upcoming maternity leave.
Motion: by McRae-Jones, second by Teeple to approve Charlotte Drake's maternity leave conditions which are outlined in her formal submission letter. Motion carried.

VIII. OLD BUSINESS

1. Attachment D – Denney Collins explained the importance of the Attachment D, which is completed every two years, to gauge how Districts could handle additional funds. The Board was given our Attachment D to review.
Motion: by McRae-Jones, second by Teeple to approve Peter Francisco SWCD's Attachment D that was submitted on June 25th, 2025. Motion carried.
2. Amend Final Budget FY25-26 – The Budget for FY25-26 was amended since the last Board Meeting to reflect our End-of-Year figures.
Motion: by McRae-Jones, second by Teeple to approve the amended Final Budget FY25-26. Motion carried.

3. Annual Payout Letter – M. Todd Smith read Sherry Ragland’s annual leave payout letter documenting her final leave amount.
***Motion:** by McRae-Jones, second by Teeple to accept Sherry Ragland’s annual leave payout amount and the submission process. Motion carried.*

IX. **NEW BUSINESS**

1. Small Farms Pilot Program led by James River SWCD – Kelly Snoddy brought before the Board the Small Farms Pilot Program to gauge if there was any interest in PFSWCD participating in this program. This program would benefit those who have under five acres and are not eligible for our BMP programs. James River SWCD is looking for volunteers to participate in their pilot program. The Board was grateful for the opportunity, but decided not to accept participation at this time due to lack of time and resources.
2. Vol Ag BMP Survey with VCE – Kelly Snoddy covered this survey discussion in her report.
3. Review Inventory List – The Board reviewed the office equipment inventory list.
4. July/August Annual Plan of Work – The Board reviewed the Annual Plan of Work.

X. **PUBLIC COMMENT** – None

The next board meeting will be held on Wednesday, August 13th, 2025 at 9:00 a.m. in the Conference Room of the USDA Service Center, Sprouse’s Corner.

***Motion:** by Seal, second by Teeple to adjourn the meeting at 10:23 a.m. Motion carried.*

Final Minutes - Signature on File

M. Todd Smith, Chair

Brandy M. Maxey, Operations Manager

Agriculture Committee Minutes

July 3, 2025

Time Meeting Began: 8:39a.m.

Time Meeting Adjourned: 9:54a.m.

Attendance: Todd Smith, Terry Seal, Amber Taylor

Not in Attendance: Jennifer Ligon, Kevin Dunn

Others in attendance: Cody Smith, Kelly Snoddy

- 1.) Review of Minutes from Agriculture Committee meeting June 18, 2025
- 2.) Conservation Plans for review/approval (approved by Chair between 6/18 - 6/30)
 - CP-39-25-0029/39-25-0054 SL6W
 - CP-39-25-0030/39-25-0237 SL6W

- 3.) PY25 VACS Cost-Share and Tax Credit Applications for review/approval
(approved by Chair between 6/18-6/30)

<u>Contract</u>	<u>Practice</u>	<u>Cost-share</u>	<u>Tax-Credit</u>
• 39-25-0093 instance 646190	NM1A	\$1,369.00	
• 39-25-0051 instance 622018	NM1A	\$191.12	
• 39-25-0237 instance 658410	SL6W	\$38,028.75	
• 39-25-0054 instance 658383	SL6W	\$45,390.50	

- 4.) Review/Discuss: Average Cost List for PY2026

<u>VACS Program Funding (actual shown in tracking)</u>	
PY2025 Allocation Total	\$2,823,394.00
Total Requested/Approved from 6/18-6/30 (shown here)	\$84,979.37
Total Allocation Approved to Date (amount from tracking)	\$2,200,927.82
Remaining Allocation	\$1,026,453.06
Total Obligated (approved + under paid amounts)	\$2,064,175.45
Total allocation approved	73%

Ag. Committee Recommendations/Discussion Summary:

- 1.) Motion by Seal, Second by Taylor to approve June minutes. Motion carried.
- 2.) Motion by Seal, Second by Taylor to approve conservation plans listed. Motion carried. These are plans approved by Chairman with prior Board authority between 6/18 - 6/30.
- 3.) Motion by Seal, Second by Taylor to approve cost-share applications as listed. Motion carried. These are applications approved by Chairman with prior Board authority between 6/18 - 6/30.
- 4.) Motion by Seal, Second by Taylor to submit PY2026 Average Cost List finalized on 7/03/2025 to Board for approval.

Signature on File

M. Todd Smith, Committee Chair

Peter Francisco SWCD - PY2026 Average Cost-List		
Component	Units	Estimated Avg Cost
PFSWCD Engineering Fee (structural)	job	\$7,500.00
PFSWCD Engineering Fee (other)	job	\$2,000.00
Labor (Man Hours)	hour	\$25.00
Labor (Equipment)	hour	\$75.00
Fencing, 3 strand barbed wire (Cross Fence)	ft.	\$5.00
Fencing, 4 strand barbed wire	ft.	\$5.25
Fencing, 5 strand barbed wire	ft.	\$5.50
Fencing, Woven wire	ft.	\$5.50
Fencing, woven wire (cross fence)	ft.	\$5.25
Fencing, 2 strand HT electric	ft.	\$2.75
Fencing, 3 strand HT electric	ft.	\$4.00
Fencing, 4 strand HT electric	ft.	\$4.25
Fencing, 5 strand HT electric	ft.	\$4.50
Fencing, 6-8 strand HT non-electric	ft.	\$5.00
Fencing, electric Polywire	ft.	\$0.25
Fencing, Electric Charger	each	\$500.00
Pipeline, 3/4 - 1" PVC or PE installed	ft.	\$3.75
Pipeline, 1 1/4 PVC or PE installed	ft.	\$4.25
Pipeline, 1 1/2" PVC or PE installed	ft.	\$4.50
Pipeline, 2" PVC or PE installed	ft.	\$4.75
Pipeline, Quick Connects	each	\$250.00
Under Road Boring for pipeline (<50' pipe)	job	\$1,500.00
Under Road Boring for pipeline (>50' pipe, add per lin ft)	lin. Ft.	\$25.00
Well, Drilled	lin.ft.	\$30.00
Pumping Plant - Electrical	each	\$4,000.00
Power Supply/Hook-up	job	\$2,500.00
Watering Facility, 2 opening	each	\$3,100.00
Watering Facility, 4 opening	each	\$3,400.00
Watering Facility, 6 opening or Heavy Equip. Tire	each	\$3,600.00
Watering Facility, Reservoir	each	\$4,000.00
Stream Crossing, Gravel & Fabric - Light	sq. ft.	\$4.00
Stream Crossing, Gravel & Fabric - Moderate	sq. ft.	\$4.50
HUAP gravel & fabric (Trails/Walkways/Feeding Pad)	sq. ft.	\$4.00
Waterway (WP-3) (Light)	acre	\$3,000.00
Waterway (WP-3) (Moderate)	acre	\$6,000.00
WP4 - Waste Storage Facility - Concrete Floor plus R&C	sq. ft.	\$35.00
WP4 - Waste Storage Facility - Earthen Floor plus R&C	sq. ft.	\$30.00
WP4C - Bin composter plus R&C	sq. ft.	\$35.00
WP4C - Incinerator	each	\$14,000.00
WP4- concrete slab with curb plus R&C	sq. ft.	\$30.00
Gutters	feet	\$10.00
Downspout	feet	\$10.00
Fascia boards (addition to existing building)	feet	\$10.00
Underground outlet (6" or less)	feet	\$6.50
Underground outlet (greater than 6")	feet	\$12.00
HUAP concrete slab with curb	sq. ft.	\$20.00
Open Field - Tree Planting <Hardwoods	acre	\$3,300.00
Open Field - Tree Planting <Pine	acre	\$300.00

**FINAL
Approved
7/16/2025**

Buffer Planting < Hardwoods	acre	\$3,300.00
SL-6W Buffer Payment Rate (15)	acre/year	\$1,200.00
SL-6W Buffer Payment Rate (10)	acre/year	\$800.00
Frost Proof Hydrant - 2ft bury	each	\$300.00
Geotechnical Survey	job	\$2,200.00
SL-1 Pasture/Hayland Planting - NWSG	acre	\$500.00
SL-1 Pasture/Hayland Planting - cool season	acre	\$500.00
SL-11 Critical Area Planting	acre	\$2,200.00
VDH Permit - Well	job	\$300.00
OSE Permit - Well	job	\$600.00

**To be used in conjunction with current NRCS cost-list.*

**For costs not covered on this list, District staff will research and determine the appropriate cost to use.*

July 2025 – Monthly NRCS Activity Report

Buckingham USDA Service Center - Serving Buckingham and Cumberland Counties - Peter Francisco Soil & Water Conservation District

NRCS Administered Conservation Programs:

- Accepting applications for CSP and EQIP that will be ranked and evaluated in early CY 2026. All applicants must have farm records established with USDA's Farm Service Agency (FSA) prior to ranking. Advance payment options are available for historically underserved producers.
- As previously reported, we had a halt on ALL applications using Inflation Reduction Act (IRA) funding during this Fiscal Year.
- HOWEVER, IRA funded contracts that were OBLIGATED in FISCAL YEAR 2024 were allowed to continue as contracted with payments made upon practice completion.
- The FY25 CSP-IRA applications that were previously pre-approved for funding this fiscal year, were withdrawn, ranked under the CSP Classic fund pool and submitted for evaluation on March 28, 2025. I was advised by the VA NRCS ASTC-Programs that the 18 pre-approved CSP-IRA applications would have funding held back in the CSP Classic fund pool to fund the 18 applications under CSP Classic. **We have finally heard from the State Office on these and they have ALL been funded using Fiscal Year 2022 "prior year" funding. This results in ~\$1.9 million dollars for Buckingham and Cumberland forestry CSP contracts!**
- We have completed all EQIP 2025 contract obligations with high tunnel and CPA 106 Forest Management Plan applications that were approved.

Highly Erodible Land Compliance (HELC) and Wetland Compliance (WC) Determination Requests:

- Continuing to process any AD-1026s rec'd for new HELC and WC determinations.

Conservation Reserve Program (CRP) and Conservation Reserve Enhancement Program (CREP):

- USDA to Open General and Continuous Conservation Reserve Program Enrollment for 2025
 - VA NRCS is working with VA FSA and NHQ to gather the necessary information and provide the field offices, a training in the near future. In the meantime, we've been made aware that we might start receiving requests from FSA or questions from clients regarding CRP.

FY2025 FSA Compliance Status Reviews:

- Reviews were conducted by Ross Norton, NRCS Soil Conservation Technician from the Louisa Service Center.
- As soon as I receive the case files back from Ross, I will be generating the status review completion letters and postal mailing to those participants who were reviewed.



Submitted By: DAVID B. HARRIS
District Conservationist

Date: July 16, 2025



Report from the Virginia Department of Forestry to Peter Francisco Soil and Water Conservation District July 2025

Herbicide Spray Season

The Virginia Department of Forestry would like to remind forest landowners that spray season is upon us! **Low flying aircraft may be present over the next few months, but there's no need to worry.** Landowners who are interested in managing pine forests typically need to use an herbicide spray to reduce the competition of hardwoods and/or pine naturals against the planted pines. Spray contractors are available to assist landowners. Cost share may also be available to help offset the costs associated with spray work. Interested landowners are encouraged to contact their local office of the Virginia Department of Forestry.

FY2026 Cost Share Programs

Both FY26 Reforestation of Timberlands and Hardwood Cost Share programs are live. The rates for certain practices with both programs have increased and can be found at <https://dof.virginia.gov/forest-management-health/landowner-assistance/financial-assistance-programs/>. Interested landowners are encouraged to contact their local office at the Virginia Department of Forestry to sign up. They should plan to sign up as soon as possible since priority is given to earlier applicants.

Pine Bark Beetle Prevention Cost Share Rates Increase

As of May 1, cost-share rates for DOF's Pine Bark Beetle Prevention Cost-Share Program have increased for pre-commercial and longleaf pine restoration. For pre-commercial thinning projects, landowners may be reimbursed up to 70% of direct project costs, not to exceed \$175 per acre (cost-share payment) or \$12,000 in a federal fiscal year (Oct. 1 to Sept. 30). Incentive payments to landowners for approved longleaf restoration projects will be 90% of direct project costs within the first five years of plantation establishment, not to exceed \$360 per acre (cost-share payment) or \$12,000 in a federal fiscal year.

Generation NEXT Workshop

Generation NEXT, a Program of the Virginia Department of Forestry and Virginia Cooperative Extension, exists to help landowners and their families engage in legacy planning for their rural land. Now in its 16th year, the program will be hosting a full day, in-person workshop for the public this August. This two-day workshop will take place on August 15th from 5:00 pm- 7:30 pm and on August 16th from 8:00 am- 4:00 pm at James Madison's Montpelier. This session offers presentations and the opportunity to interact with legal, financial and conservation experts as well as experienced fellow landowners. **Registration is currently open! \$90 for 2 family members, \$10 for each additional family member.** More information can be found on the Generation NEXT website: [Generation NEXT – Workshops](#). There will be another workshop held in Farmville October 4th so stay tuned for more information.

VDOF Central Region Redistrict

As part of the central region realignment Appomattox County (**Paolo Alvarez** and **Matt Drake**) has been shifted from the James River District to the adjacent Southern Rivers District as of July 1st. We will miss having them in the district, but plan to continue a close working relationship with the both of them!

Quarterly Partners' Report

QF Farm Bill Biologist



Claire Helmke - Southcentral Virginia

April - June 2025

Position Update



A true joy of my job is getting to hear Bobwhites singing, and they have truly been singing this spring and summer! I have heard far more quail calling this year during my spring point counts, but that's not all! At 2 in the afternoons in sweltering heat and humidity, I have been delighted to hear quail during several site visits with landowners. No matter the age everyone takes a moment to enjoy the calls. Rachel Holt, the QF Regional Communications Specialist, visited a landowner in Pittsylvania County with me and we heard quail singing right from the footprint of his future house! When we weren't distracted by the quail calls, Rachel, the landowner and I, toured the 300+ acre property discussing fire management and land ethics. I'm excited to read the landowner spotlight Rachel will write up!

Much earlier in the quarter I assisted my fellow FBB, Caty McVicker, for the Front Royal Earth Day Festival. We talked with over 300 visitors and wowed children and parents alike with a new root board displaying real root lengths of native flowers and grasses using rope. It was lucky we had so much room at the fair so kids could uncoil the 10 foot rope for indiangrass (*Sorghastrum nutans*)!

Outcomes Assessment Activity:

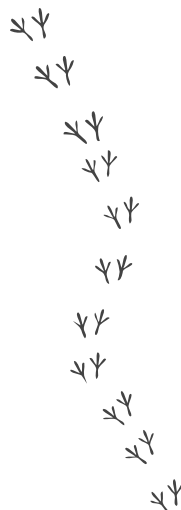
# of ARU Deployed	16
# Vegetation Surveys	0
# of Spring Breeding Bird Surveys	13

Conservation Planning Impact:

Total Acres Planned	711.3 ac
Total EQIP Planned	391.5 ac
Total CSP Planned	0
Total CTA Planned	319.8 ac
-Prescribed Burning	336.4 ac
-Firebreaks	40,319.7 ft
-Herbaceous Weed Treatment	4.7 ac
-Wildlife Habitat Planting	1.6 ac
-Brush Management	5.3 ac
-Upland Wildlife Habitat Mgmt	190.5 ac

Conservation Planning:

# of Landowner Contacts	48
# of Site Visits	25
# of Habitat Management Plans	2
# of Seed Mixes Created	8
# of Threatened & Endangered Species Evaluations	5
# of Practice Job Sheets	20
# of Wildlife Habitat Evaluation Tool	2



Quarterly Partners' Report

QF Farm Bill Biologist



Claire Helmke - Southcentral Virginia

April - June 2025



The root board I helped QF FBB Caty McVicker make. The length of each rope is cut to the average root depth of each native plant. The Turf grass on the far left gives a great comparison of length for everyone, even if they don't recognize the native plants and grasses.

One of five turkey poults I found hiding on the trail when I went to set up an ARUs (Autonomous Recording Unit) for spring bird point counts. The hen was very upset with me the whole time I stayed in the area to place the recording unit, but there wasn't much I could do when all of her poults were hiding nearby!



Trainings/Meeting Type:	Outcome:
WLFW Monthly Webinar	Monthly webinars focused on different topics pertaining to bobwhite habitat and life history.
Soil and Water Conservation District Monthly Board Meeting	Attended monthly meetings with the Piedmont and Peter Francisco SWCD to provide updates on my work and communicate with partners.
Virginia PLB Meeting	<u>June 18</u> - All of the private land biologists met in person at the Farmville office. We introduced new employees, discussed issues from last year's ranking and assessment, and brainstormed how to improve job sheets and IRs to better serve our partnerships with NRCS and assist landowners.

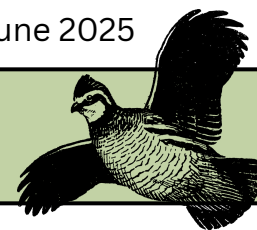
Quarterly Partners' Report

QF Farm Bill Biologist



Claire Helmke - Southcentral Virginia

April - June 2025



Education/Outreach Events:	Outcome:
Halifax Youth Conservation Day 117 Participants	<u>April 17</u> - 6th graders from throughout Halifax County schools rotated through different natural resource tables. Justin Smith from Halifax SWCD and I presented about wildlife species, their life cycles and habitat requirements, and incorporated wildlife and human actions in with the other groups the students worked with that day. We used animal pelts for the students to touch and see while we discussed different species.
Halifax SWCD Partners & Landowner Outreach Dinner 18 Participants	<u>April 17</u> - Halifax SWCD provided dinner for landowners in their county and partners presented brief descriptions of what they do and assistance they provide. I introduced myself and explained the work of a private lands biologist. I also has a table full of handouts with my contact information. Because NRCS could not send a representative I also explained the funding programs and process.
Virginia Area V Envirothon 27 Participants	<u>April 30</u> - For Virginia's SWCD Area 5 Envirothon competition, Emily Jones (USACE) and I set up, proctored, and graded the wildlife test we wrote for the 6 Highschool Envirothon teams. Four teams were the different schools, one team of alternates, and one team was made up of the coaches.
Heritage Academy Agriculture Day 67 Participants	<u>May 15</u> - I taught PreK-8th grade students a predator and prey tag game to show the importance of resource competition. Every few rounds I switched up the rules like changing how many students were either predators or prey, what or how much food they could eat, and what would happen if they were tagged. I asked students to sum up what happened and theorize impact to populations based on resources available.
Southern Piedmont Master Naturalist Chapter Quail Presentation 27 Participants	<u>May 20</u> - I presented to the Southern Piedmont Master Naturalist Chapter during one of their continuing education programs at their monthly meeting. I spoke about QF, the history of quail populations, cause of population loss, their life history, management activities, and options for financial assistance. I brought outreach material and nearly all of it was gone after the presentation.
Family Learning Adventures Pollinator Outreach 11 Participants	<u>June 14</u> - Partnering with Family Learning Adventures, I put on a pollinator focused event for families at Twin Lakes State Park. Children played a caterpillar and butterfly memory matching game and learned about defensive characteristics of pollinators. Along with outreach materials and activity sheets, I brought examples of pollinator watering stations that can be DIYed from home

Outreach:	Total Participants: 267	Total Outreach Events: 6
------------------	--------------------------------	---------------------------------

Quarterly Partners' Report

QF Farm Bill Biologist



Claire Helmke - Southcentral Virginia

April - June 2025

Looking Forward

The Virginia heat is only starting! I'll balance surviving the heat and upcoming vegetation surveys with time in the office to complete contracts for obligation and final signatures. I have kept a list of landowners interested in FY26 programs, so I will start reaching out to them on their interests. I know I will need the head start on planning in addition to visiting with new landowners as well!

The hottest days of summer will also be a good time to start planning activities for the fall. Some of the Quail Forever Chapters in the area are interested in volunteer projects with the State Forests and I have been asked by the Ecology Teacher at Edmund Burke in DC to return for another field science day with their students. I've also met an Associate Professor of Ecology at nearby Longwood University and we are discussing field trips to take his students on to learn about habitat management and conservation.



Talking with 6th graders from Halifax County schools about predator and prey species and how humans fit within the wildlife life cycle. The students love the chance to touch different native animal pelts.

Photo by Melissa Waller



One of the students taking the wildlife portion of the Envirothon test. We asked the students to correctly ID and match three native mammals to their pelts, skulls, and tracks. The gray fox gave students the greatest challenge, even when compared to the beaver pelt that was missing its characteristic tail.



Parents and children were all interested to look through pollinator guide books and illustrations of native bees. Families were excited to have a project when they got home to make their own pollinator watering station with household supplies like glass jars and extra planting pots.

Photo by Roger Pinholster

Thank you so much for your support! Without this partnership, we wouldn't be able to provide assistance to private landowners and positively impact conservation in Virginia!



Virginia Cooperative Extension
Cumberland County Extension Office
P.O. Box 80
1548 Anderson Hwy.
Cumberland, VA 23040
804-492-4390
email: aamber@vt.edu

July 2025

Cumberland Extension ANR Report
Extension Agent & Unit Coordinator- Amber Taylor

Upcoming & Ongoing Events:

- 7/15 BCA July Dinner Meeting
- 7/17 Unit Coordinators Meeting, Cumberland Ext. Staff Meeting, HOVMGA Executive Committee Meeting.
- 7/21-23 Beef Cattle University, Blacksburg, VA
- 7/24 Cut Flower Expo, Charlotte County
- 7/29-30 PA Feedlot Marketing Trip
- 7/31 SPAREC Crops Field Day
- 8/4 BCA Feeder Calf Sale
- 8/6-8 BCA Feeder Calf Loadout
- 8/9-16 AMBER ON VACATION
- 8/22 Central Virginia Crops Expo @ Hat Creek Farms, Phenix, VA

Other Updates:

- Quarterly Reports due 7/15
- AAC Loadout Complete! Worked Great!
- SPAREC Livestock and Forage Steering Committee is working on a research and program development plan.
- Ad Hoc Policy Committee—Hoping to meet soon. Have not had time to schedule anything in the past month.

Office Staffing & Leave:

- LEAVE: 8/9-16, 8/29,
- HOLIDAYS: 7/4, 9/1
- Teleworking Wednesdays.

Thank you,

Amber Taylor
aamber@vt.edu
C: 434-315-4339

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY

Extension is a joint program of Virginia Tech, Virginia State University, the U.S. Department of Agriculture, and state and local governments.

Virginia Cooperative Extension programs and employment are open to all, regardless of age, color, disability, gender, gender identity, gender expression, national origin, political affiliation, race, religion, sexual orientation, genetic information, veteran status, or any other basis protected by law. An equal opportunity/affirmative action employer.



Report - 7/16/25

Cumberland 4-H received a \$2,000 grant from the county to support recycling programming in Cumberland. I will be meeting with Bryan Saxtan after camp to generate program plans.

Linda Eanes

Brandy M. Maxey
Operations Manager
July 16, 2025

	Amount Outstanding as of 05/31/25	Billed	Received	Est Amount Outstanding as of 6/30/25
Buckingham Drill	\$0	\$856.70	\$548.75	\$307.95
Cumberland Drill	\$505.44	\$2,470.79	\$2,281.25	\$694.98

Information

- June/July
 - Paid miscellaneous bills
 - Bank Statements reconciled
 - Generated Septic & BMP checks
 - Worked on payroll, VRS, VOYA & Anthem payments
 - Compiled board meeting minutes and reports for upcoming meetings & sent out previous board meeting minutes to partnering agencies & local government officials
 - Assisted landowners on residential application and/or questions
 - Worked with Sherry on finalizing all future admin access to programs, online accounts, BOA Credit Card, Invoices, etc. to me before her retirement
 - Generated & mailed out drill invoices
- June 20th – FOIA Officer Training completed
- June 24th-25th – Attachment D completed & submitted
- July 2nd – Completed MyVRS Navigator Security Training
- July 3rd – Completed VRS Security Review Certification
- July 8th – CAS Tracking Webinar (Virtually)
- July 9th – Submitted FY26 Self-Assessment Questionnaire
- July 9th – Set up QuickBooks & file folders for new FY25-26
- July 10th – Submitted FY25 Quarter 4 Attachment E & End-Of-Year Reports

Upcoming Dates of Interest/Holidays

- July 21st - July 25th – Annual Leave
- July 28th – Charli's Baby Shower (4:00 pm @ The BARN)

KELLY JONES SNODDY
SR. CONSERVATION SPECIALIST
JULY 16, 2025

VACS APPLICATIONS & CONSERVATION PLANS FOR BOARD APPROVAL

- Refer to Agriculture Committee Report

TECHNICAL INFORMATION

- Continuing to make inspections as contacted by producers/contractors on currently approved projects
- Assisting producers with coordinating with contractors and guiding pre-construction meetings
- Meeting with interested producers as they call in.
- Coordinating with partnering agencies as needed for additional resources for new producers.
- Coordinating with DEQ BMP Loan staff and with DCR Engineering Staff as needed
- Continuing to work on designs for previously approved practices
- Finalizing PY25 End of Year Reports
- Prepping for PY26 advertising/marketing materials
- Beginning to accept PY26 sign-up
- Verifications/Spot-checks:
 - EOY PY25 – TBD by 9/30/25 - 29
 - EOY PY26 – TBD by 9/30/26 – 20
 - EOY PY27 – TBD by 9/30/27 - 29
 - CY25 Random Verifications – TBD by 10/31/25 - 7

EDUCATION & PUBLIC RELATIONS

- Buckingham Cattlemen's Association meeting – 7/15

E&S AND SWM PROGRAMS

- Buckingham: Buckingham Building Supply

TRAININGS & MEETINGS

- Ag Committee – 7/3
- VCE/VASWCD/DCR Voluntary Ag BMP Survey webinar – 7/8
- NCDEA Board monthly meeting – every 3rd Tuesday
- CAS Training webinar – 7/24
- SENACD meeting – 8/2-6
- VACDE Annual Employees Graves Training – 8/19-21
- NCDEA Mid-year meeting – 8/25-29

WATERSHED DAMS

- Spring mowing and maintenance complete

UPCOMING HOLIDAYS/OFFICE CLOSURE/LEAVE

- Out of office (Leave) – 7/30-8/1
- Out of office (conference) – 8/4-6
- Out of office (conference) – 8/25-29

FY25 CLOSEOUT AND FY26 PREPARATION

- **EOY QA/QC Reports in Logi:** run and correct issues by July 15. All data should be entered and accurate. District staff can use reports available on the Tracking Program under Reports>Emailed Reports to make any corrections.
- **4th Qtr. and EOY Cost-Share Reports:** (Carryover, Cash On-Hand Balance, Att. E), submit by July 15
- **Self-Assessment Questionnaire:** (optional) submit by July 15
- **FY26 Grant Agreements:** review, approve, sign and email a signed copy to Blair Gordon and CDC
- **FY26 Secondary Considerations and Average Cost List:** approve/submit to DCR prior to allocating FY26 funds
- **FY27 Budget Template/Attachment D:** due to DCR by July 15

ADMINISTRATION & OPERATIONS

- **Return of Funds:** once EOY reports are reconciled, I will submit invoice requests reflective of COH report.
- **Cost-Share Funds:** are disbursed quarterly based on obligations in CAS. CDCs will be pulling obligations on the following dates so all BMP approvals must be entered in CAS by close of business the previous business day. Aug 1, Nov 1, Feb 1, May 1 and June 1.
- **FY26 1st Qtr Admin Disbursement Letters:** will go out July 23; and include 50% of Admin/Ops funds, 100% of Base TA funds, and any remaining FY25 VACS and TA funds. 1st Quarter CS letters will be sent out Aug 29.

COST SHARE AND TECHNICAL ASSISTANCE

- **PY26 Virtual CAS Training Sessions:** two identical sessions scheduled. All Ag. technical staff must attend one of the two sessions to fully satisfy the grant agreement deliverable. July 8 1pm or July 24 9:30am.
- **Clean Water Farm Award:** nominations for Local and Grand Basin awards are due October 1st. CWFA forms can be found on the DCR website. Plan to obtain all signatures and approvals no later than September board meetings as no applications will be accepted after October 1. Each district may give one local award per jurisdiction. (Blue sign and certificate signed by the Governor) Basin Nominations require a nomination cover sheet, a 1–2-page summary, 6 or more photos, one preferably with the nominee & his farm entrance sign.
- **BMP Verifications:** I will be reaching out to schedule random verifications for the Fall.
- **Data QA/QC Deliverable in FY26 Grant Agreements:** Please remember that the new grant agreement requires that all QA/QC issues be corrected within 30 days of notification of the data issue.
- **Basic Ag Training – Row Crops:** Hosted by DCR in coordination with the Tidewater AREC on Sept 25. Register with Vanessa Lewis (vanessa.lewis@dcr.virginia.gov) by Aug 15.

GRANT DELIVERABLE REMINDERS

- **Dedicated Reserves:** On page 14 of *Desktop Procedures for District Fiscal Operations* is guidance regarding Reserve Fund Balances. “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 twelve months of routine operating funds (undesignated reserve funds). Once the books are closed for FY25, this action should be placed on SWCD board meeting agendas. This should happen before September 30 in Quarter 1 of FY26 so that necessary transfer can be made on the Attachment E Q1 Report.

DATES TO REMEMBER

JULY

July 8— PY26 CAS Virtual Training, 1pm
July 15 — End of Year Reports due to DCR (Cash Balance & Carryover Reports: Att. Es and Financials)
July 15 — Att. D - Budget Template due to DCR
July 24 — PY26 CAS Virtual Training, 9:30am
July 30 — Deadline for resolution of all QA/QC issues in CAS

AUG - SEPT

Aug 19-21 – VACDE Training, Graves Mountain Lodge
Sept 20 – Deadline for End of Lifespan Verifications
September 25 – Basic Ag Training

Sent electronically to SWCD offices: 7/7/2025

Cody Smith

Peter Francisco SWCD Conservation Technician

July 16th, 2025

Technical & Educational Assistance

- Septic Program- Received 4 DEQ RB-1s; 5 Local RB-1.
 - Processed multiple payments for multiple RB-1's.
- Multiple field visits, fence staking, fence measurements etc.
- Working on and completed multiple designs, estimate, drawing etc. for current and upcoming projects.
- Final inspections of completed practices, and reconciling of invoices and receipts for said projects.
- July 10th – Submitted DEQ Quarterly.
- July 12th – 18th – YCC Camp.

Trainings and Meetings

- June 30th- Final YCC meeting.
- July 8th – Tracking Webinar.

▪

Other/Upcoming:

- Multiple Upcoming Farm visits.
- Final inspection of completed projects.
- Continuation of spot checks.
- Continuation of Dam inspections- TBD
- Engineer training July 29th.
- EJAA Review (2/3) with Amanda on August 14th.
- Graves Training on August 19th-21st.

Annual Leave:

- July 21st- Annual Leave

July 16, 2025

DEQ PO17219 - Slate River & Rock Island Creek TMDL Residential Septic

(5 Contract Total = 5 Pumpouts, 5 RB-1s)

1 DEQ Septic Pump-out

• 39-26-0006	RB-1, 1 System	\$	225.00	maximum cost-share 50% CS Rate
• 39-26-0007	RB-1, 1 System	\$	225.00	maximum cost-share 50% CS Rate
• 39-26-0008	RB-1, 1 System	\$	225.00	maximum cost-share 50% CS Rate
• 39-26-0009	RB-1, 1 System	\$	225.00	maximum cost-share 50% CS Rate
• 39-26-0012	RB-1, 1 System	\$	225.00	maximum cost-share 50% CS Rate

Total DEQ Pump-Out Request \$ 1,125.00

2 DEQ- Cancellations (N/A)

•

\$ -

<u>DEQ PO17219 - BMP Construction Funds (Septic) 7/1/22 - 6/30/2025</u>	
<u>BMP Septic Budget = \$59,486.08 + Mod 1 \$47,113.92 = \$106,600.00</u>	
\$ 10,000.00	Funds as of 7/1/2025 (PFSWCD FUNDING UNTIL NEW FUNDS ALLOCATED).
\$ 1,125.00	Subtract - Approved today for DEQ
\$ -	Add back to Budget - Cancelled Practice(s)
\$ 8,875.00	Remaining DEQ to allocate of PAST conditonal approval and todays approval.

DEQ PO #17219 Slate River & Rock Island Creek Projects

#1. Approval: 5 Contracts; 5 RB-1s.

#2. DEQ Cancellations; N/a

July 16, 2025

Local - Peter Francisco SWCD Septic Pump-out Program (Outside of Slate River/Rock Island Creek)

\$225.00 is the maximum cost-share on pump-outs (50% CS rate)

\$3,250 is the maximum cost-share on repairs (RB-3M) (50% CS rate)

1-A	<u>Willis River (Middle James River Roundtable) Applicants - (2 Contracts, 2 RB-1s)</u>			
	• 39-26-0004	RB-1, 1 System	\$ 225.00	50% CS rate
	• 39-26-0005	RB-1, System	\$ 225.00	50% CS rate
	• 39-25-0011	RB-1, System	\$ 225.00	50% CS rate

\$675.00

1-B	<u>Appomattox and James River Applicants- (3 Contracts, 3 RB-1s)</u>			
	• 39-26-0001	RB-1, 1 System	\$ 225.00	50% CS rate
	• 39-26-0002	RB-1, 1 System	\$ 225.00	50% CS rate
	• 39-26-0003	RB-1, 1 System	\$ 225.00	50% CS rate

\$ 675.00

Total **LOCAL** Request **\$1,350.00**

2 Cancellations/ Add Back

•

\$ -

<u>Local Septic Program Funds</u>	
\$ 45,000.00	Funds as of 7/1/2025
\$1,350.00	Subtract: Approved today for Local
\$ -	2.) Cancellations and money reimbursed from Middle James Round Table
\$ 43,650.00	Remaining to allocate

LOCAL - Residential Projects

#1-A. Willis River Approval: 3 Contracts, 3 RB-1s.

#1-B. Appomattox and James River Approval: 3 Contracts, 3 RB-1s.

#2. Cancellations- N/A

[illegible]

EXPENSES						
BMP Expenses Cost-share for FY25						
		Total Cost-share Obligated or to Be		\$4,161,920.67		
Unobligated C/S to Pay BACK to DCR						
		Total to pay back to DCR		\$896,639.13		
		TOTAL COST-SHARE EXPENSE		\$5,058,559.80		
LGIP - DISTRICT Account						
		Total Established LGIPs		\$700,969.05		
		Watershed FY24-25 - to LGIP NEW from C/O		\$38,784.00		
		Admin/Opers/Equip - to LGIP NEW from C/O		\$46,029.77		
		Total LGIPS		\$785,782.82		
		Admin/Opers/Equip - ESTIMATED FY25-26		\$78,344.35		
		TOTAL LGIPS AND ESTIMATED TOTALS		\$864,127.17		
OPERATIONAL Expenses						
		Designated Accts Subtotal:		\$59,456.00		
Education / Public Relations:						
		Youth & Adult Education Subtotal		\$52,900.00		
		District Education Programs/Events				
		Educ Program/Events Subtotal		\$14,750.00		
		Education Expenses Total:		\$67,650.00		
District Operating Expenses:						
Payroll						
		Payroll Total:		\$303,249.52		
Operating Expenses						
		Office Subtotal		\$114,367.00		
Travel/Registration:						
		Travel Subtotal		\$29,000.00		
Vehicle:						
		Vehicle Subtotal:		\$90,000.00		
Watersheds Dams:						
		Dam Maintenance Subtotal:		\$76,500.00		
Drill - 2 no-tills						
		Drill Subtotal:		\$10,600.00		
		TOTAL OPERATIONAL EXPENSE		\$750,822.52		
TOTAL EXPENSES + LGIP				\$6,673,509.49		
		Difference - Operational Only		\$0.00		