

**PETER FRANCISCO SOIL AND WATER
CONSERVATION DISTRICT**

*at the Virginia Cooperative Extension Center,
54 Administration Ln, Buckingham VA 23921*

Wednesday, October 29, 2025

9:00 a.m. Board Meeting

Amended

- I. Call to Order
- II. Adoption of the Agenda
- III. Approve Minutes
- IV. Treasurer's Report
- V. Committee Minutes/Reports
 1. Agriculture – October 29, 2025
- VI. Report of Cooperating Agencies
 1. NRCS
 2. VCE
 3. VDOF
- VII. District Reports
 1. Chairman – T. Smith
 2. Directors/Associate Directors
 3. Operations Manager – B. Maxey
 4. District Manager/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. National Fish and Wildlife Foundation Septic Grant Agreement Budget
 2. Producer Dinner Meeting – November 13th 5:30-8:00 p.m.
- IX. New Business
 1. * Policy Manual Review
 2. Office Lease Agreement
 3. Board of Supervisors Meeting Reminder
 - Cumberland BOS – November 12th 7:00 p.m.
 - Buckingham BOS – November 17th 6:00 p.m.
 4. October/November Annual Plan of Work
- X. Public Comment

PETER FRANCISCO
SOIL AND WATER CONSERVATION DISTRICT
9:00 A.M. MONTHLY BOARD MEETING
VIRGINIA COOPERATIVE EXTENSION CENTER

Final

October 29, 2025

I. CALL TO ORDER

Directors Attending:

M. Todd Smith (Arrived 9:15)
Terry Seal
Donna McRae-Jones (Arrived 9:03)
Barbara Teeple
Kevin Dunn
Amber A. Taylor

PFSWCD Staff

Brandy Maxey
Kelly Snoddy
Cody Smith

Others

Denney Collins – DCR

Vertia Mae Jamerson, Associate
Ruth Wallace, Associate
H. Gwynn Tyler, Treasurer

Linda Eanes, Associate

Not in Attendance: Associate(s): Jennifer Ligon; Staff: Charli Drake, Jesse Hudgins

Terry Seal, Vice-Chair, called the meeting to order at 8:57 a.m. with a quorum.

II. ADOPTION OF AGENDA

Motion: by Taylor, second by Dunn to adopt the agenda as amended. Motion carried.

III. MINUTES

Motion: by Dunn, second by Taylor to accept the 09/17/25 minutes. Motion carried.

IV. TREASURER'S REPORT

Motion: Terry Seal, Vice-Chair, recommends the treasurer's report dated 09/30/25 be filed for audit.

V. COMMITTEE REPORTS/MINUTES

1. Agriculture Committee Report– 10/29/25 – Report/Minutes on file.

Kelly shared the Agriculture Committee Report.

- Conservation Plans for review/approval – listed in report.
- VACS Cost-share & Tax Credit applications for review/approval – listed in report.
- CP-39-26-0002 Instances #716127 & #716126 SL6W – Kevin Dunn left the room at 9:08 a.m. due to conflict of interest.

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

VI. REPORTS OF COOPERATING AGENCIES

1. VCE:

- Jennifer Ligon – Report on file. Amber read Jennifer's report. Highlighted the Beef Emergency Response Training was a success.
- Amber Taylor – Report on file. Highlighted Canning Program was a success. Vertia Mae was a great help with the program.
- Linda Eanes – Attended Virtual Envirothon Kick-off. Excited about special topic, Nonpoint Source Pollution: It begins at home. Gearing up for 6th grade Chesapeake Bay field trip in May. She will be at Bear Creek Lake next week for water classes.

***Todd Smith took over Chairman duties at this point in the meeting.**

VII. REPORTS

1. Directors:
 - Todd Smith came into the office during the last month to sign checks and paperwork.
 - Kevin Dunn reminded everyone about the TAC meeting tomorrow 10/30/25. Will be voting on 2027 Program Manual.
2. Operations Manager – Brandy Maxey: Report on file. Asked Board if Peter Francisco would like a display table at the VASWCD annual conference for a \$75 sponsorship.
Motion: by Dunn, second by Taylor to do a \$75 sponsorship table only if staff feels they have time to create a display. Motion carried.
3. District Manager/Sr. Conservation Specialist – Kelly Snoddy: Report on file. Dam inspections are coming up next week and Fall mowing should be completed by then. She passed around a sign-up sheet for those who wished to have a name badge. Peter Francisco will be putting in an order soon. Kelly also announced Cumberland teacher, Matthew Gold, as the 2025 Elementary State Conservation Education Teacher of the Year.
4. Conservation District Coordinator – Denney Collins: Report on file.
5. Conservation Technician – Cody Smith: Report on file. Cody presented to the Board the guidelines for the FY26 Cumberland Septic Grant – funds held by NFWF (National Fish and Wildlife Foundation).
Motion: by Seal, second by Dunn to accept the FY26 Cumberland Septic Grant guidelines as written. Motion carried.

Residential Report – 10/29/25 – Report on file.

The following was shared for Board approval.

- DEQ PO17219 -Slate River & Rock Island Creek TMDL Report 10/29/25 – Report on file.
Motion: by Seal, second by Dunn to approve #1. Three (3) RB-1 routine pump-outs. Motion carried.
- Local Septic Grant – Peter Francisco SWCD Report 10/29/25 – Report on file.
Motion: by Dunn, second by McRae-Jones to approve #1-A & #1-B. Three (3) Willis River RB-1 routine pump-outs. Four (4) Appomattox/James River RB-1 routine pump-outs. One (1) Appomattox/James River RB-3M simple non-permitted repair. Motion carried.

At this time Cody brought up the budget in regards to the Cumberland Septic Grant. The Board discussed how to move funds in the budget in order to cover the cost-share until funds are reimbursed back to the District.

Motion: by McRae-Jones, second by Taylor to amend the budget by moving the \$80,000 for a new truck to the Cumberland Septic Grant with the condition to revisit in January 2026. Motion carried.

- Cumberland Septic Grant – Funds held by NFWF Report 10/29/25 – Report on file.
Motion: by Dunn, second by Teeple to approve #1. Two (2) RB-1 routine pump-outs. Two (2) RB-5 alternative onsite sewage systems.

VIII. OLD BUSINESS

1. National Fish and Wildlife Foundation Septic Grant Agreement Budget – Discussed and motion made under Cody's report.
2. Producer Dinner Meeting Reminder – November 13, 2025 5:30-8:00 p.m. at the B.A.R.N. RSVP by October 31st. Fishin' Pig catering.

IX. NEW BUSINESS

1. Policy Manual Review – Amber presented a draft of the Policy Manual along with two new forms to the appendix. Added forms are the Home Authorization Form and Telework Agreement Form. Amber advised Board to look over manual and forms and bring back to November meeting with any changes.
2. Office Lease Agreement – Kelly discussed the issue of our office lease agreement due to the obstacles that arose during the current federal government shutdown. Upon further review, we found that our office lease agreement with NRCS expired 06/30/17. The Board advises to wait until we are asked by NRCS to sign another agreement.

3. Board of Supervisors Meeting Reminder –
 - Cumberland BOS – November 12th 7:00 p.m.
 - Buckingham BOS – November 17th 6:00 p.m.
4. October/November 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, November 19th, 2025 at 9:00 a.m. in the Conference Room of the USDA Service Center, Sprouse's Corner.

Motion: by Dunn, second by McRae-Jones to adjourn the meeting at 11:14 a.m. Motion carried.

Final Minutes - Signature on File

M. Todd Smith, Chair

Brandy M. Maxey, Operations Manager

Agriculture Committee Minutes

October 29, 2025

Time Meeting Began: 8:35am

Time Meeting Adjourned: 8:45am

Attendance: Terry Seal, Amber Taylor, Kevin Dunn

Not in Attendance: Todd Smith, Jennifer Ligon

Others in attendance: Cody Smith, Denney Collins, Kelly Snoddy

1.) Review of Minutes from Agriculture Committee meeting September 17, 2025

2.) Conservation Plans for review/approval

- CP-39-26-0001

3.) VACS Cost-Share and Tax Credit Applications for review/approval

<u>Contract</u>	<u>Practice</u>	<u>Cost-share</u>	<u>Tax-Credit</u>
• 39-26-0061 instance 668727	SL6W	\$140,425.00	
• 39-26-0061 instance 716125	SL6N	\$20,723.63	\$2,789.72
• 39-26-0048 instance 720867	SL8H	\$959.80	
• 39-26-0048 instance 720870	SL8B	\$159,248.80	
• 39-26-0048 instance 720872	NM3C	\$3,072.00	
• 39-26-0063	FR-1	\$5,250.00	
• 39-26-0064	FR-3	\$15,742.00	

4.)	• CP-39-26-0002	SL6W		
	• 39-26-0062 instance 716127	SL6W	\$29,869.19	\$383.02
	• 39-26-0062 instance 716126	SL6W	\$66,128.00	

<u>VACS Program Funding (actual shown in tracking)</u>	
PY2026 Allocation Total	\$3,134,682.00
Total Requested/Approved this month	\$441,418.42
Total Allocation Approved to Date (amount from tracking)	\$360,982.96
Remaining Allocation	\$3,104,383.48
Total Obligated (approved + under paid amounts)	\$359,227.96
Total allocation approved	11%

Signature on File

M. Todd Smith, Committee Chair

Ag. Committee Recommendations/Discussion Summary:

- 1.) Motion by Seal, Second by Taylor to approve minutes as present. Motion carried.
 - 2.) Motion by Taylor, Second by Seal to approve conservation plan listed. Motion carried.
 - 3.) Motion by Taylor, Second by Seal to approve applications as listed. Motion carried.
 - 4.) Motion by Taylor, Second by Seal to approve conservation plan listed. Motion carried. Motion by Taylor, Second by Seal to approve applications as listed. Motion carried. Dunn abstained from discussion, removed himself from the room at 8:41am and returned at 8:42am.
- Motion by Dunn, Second by Seal to adjourn at 8:45am. Motion carried.



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Virginia Cooperative Extension
Buckingham County

RE: Peter Francisco SWCD Board Meeting – Oct 29, 2025

BCA Feeder sale almost hit an all time high \$4 million, with prices over \$4.00. State Fair went very well! BCA Beef hub has surpassed double what we did in 2024. AI program is ramping up! Have a large group to breed this year! AI clinic was a huge success again! Just completed my Emergency response beef training. Currently at an Agricultural Law conference in West Virginia (28-29).

Upcoming programs:

October 30: Spray Drone demonstration at the SPAREC
October 31: Tract Scores, Pelvic measurements, BSEs
November 1: Small Ruminant field day
November 3: Tract Scores and BSEs/Livestock club
November 6-9: Cattle and EquipmentWISE, Abingdon, VA (Amber's birthday on the 7th!)
November 12: Fall District Conference
November 13: BQA certification, James River Correctional Center
November 15: David Fiske Innovator awards due
November 17: Let's Can it Tomato session
November 18-19: VAAEA meeting, Virginia Beach
November 20: Well Water Quality training
November 22: Beef Field Day in Nelson, Unrealized Financial Tools in Raising Cattle
November 24-28: Leave (office closed 26-28)
December 1: Livestock Club
December 2-5: Leave
December 7-10: VASWCD annual meeting
December 11: Virginia Forage and Grassland Council
December 15: Let's Can It, Cranberries Session
December 16: BCA supply run
December 17: PFSWCD meeting
December 18-Jan 8: Leave

Sincerely,

Jennifer Ligon
Buckingham Extension



Virginia Cooperative Extension

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October 2025

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

Upcoming & Ongoing Events:

- 10/20 Let's Can It! Apples @ BARN, RTS, Cumberland Farm Bureau Dinner Meeting
- 10/21 BCA Dinner Meeting
- 10/27 Bull Marketing Photos at C.H. Morris
- 10/31 RTS
- 11/1 Small Ruminant Program @ Farmville Fairgrounds
- 11/3 VCE Statewide Updates, BSE, Livestock Club
- 11/4 Meeting with Cumberland CA
- 11/6-8 CattleWISE & EquipmentWISE in Abingdon, VA
- 11/12 VCE Central District Fall District Conference.
- 11/13 BQA Program @ James River Correctional
- 11/17 Tomato Canning Program
- 11/20 PAJLS Committee Meeting

Other Updates:

- Quarterly VCE Reports due 10/15
- Mentoring the new Agriculture Marketing Agent in Campbell County.
- SPAREC Livestock and Forage Steering Committee completed BSEs and RTS for heifer development program.
- Ad Hoc Policy Committee—met on 9/8 @ Buckingham Library, working to have a draft for review at the October Meeting.

Office Staffing & Leave:

- LEAVE: 10/22-24, 11/14, 11/21-11/28
 - HOLIDAYS: 11/27, 11/28
- Teleworking Wednesdays.

Thank you,



Amber Taylor

Brandy M. Maxey
Operations Manager
October 29, 2025

	Amount Outstanding as of 08/31/25	Billed	Received	Est Amount Outstanding as of 9/30/25
Buckingham Drill	\$1,571.56	\$1,345.05	\$631.80	\$2,284.81
Cumberland Drill	\$0	\$2,828.17	\$540.00	\$2,288.17

Information

- September/October
 - Finalized Strategic Plan & Annual Report for printing
 - Compiled Area V Newsletter for VASWCD Quarterly Board Meeting
 - Prepared for Nov Dinner Meeting – Mailed postcards & scheduled caterer
 - Registered & booked District for 2025 VASWCD Annual Conference
 - Worked on Quarterly Reports – Attachment E
 - Monthly Administrative Duties
 - Paid office invoices & generated Residential Septic & VACS checks
 - Drill invoices & statements
 - Checking & credit card statements reconciled
 - Payroll, VRS, VOYA & Anthem
 - Board Meeting minutes, reports, emails, packets, & all other meeting tasks
 - Assisted landowners via phone & in-person
- September 19th – Rain Barrel Workshops – Elementary age (during & after school)
- September 22nd – Spot Checks w/ Denney, Kelly, & Barbara
- September 25th – Dam Safety Work Group & Tour w/ Kelly, Barbara, & Denney – Augusta
- September 30th – Mussels Education Module Workshop w/ Kelly – JRA Lynchburg
- October 7th – Grant Budget Training (Virtual)
- October 9th – Field Visit w/ Cody & Kelly
- October 10th – Submitted Attachment E & amended Attachment D
- October 16th – Field Visit w/ Cody & Kelly
- October 20th & 21st – Helped Kelly setup for DCR Conservation Planning at B.A.R.N.

Upcoming Dates of Interest/Holidays

- November 3rd, 5th, & 6th – Dam Inspections w/ Charles
- November 4th – Holiday
- November 6th – Cumberland School Board Meeting (7:00 p.m.)
- November 11th – Holiday
- November 12th – Cumberland BOS Meeting (7:00 p.m.)
- November 13th – Producer Panel/Info Dinner Meeting (5:30-8:00 p.m.) B.A.R.N.
- November 17th – Buckingham BOS Meeting (6:00 p.m.)
- December 3rd – AUDIT

KELLY JONES SNODDY
DISTRICT MANAGER/SR. CONSERVATION SPECIALIST
OCTOBER 29, 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
- Verifications/Spot-checks:
 - EOY PY26 – TBD by 9/30/26 – 20
 - EOY PY27 – TBD by 9/30/27 - 29

EDUCATION & PUBLIC RELATIONS

- Cumberland Board of Supervisors meeting, annual update – 11/12
- Dinner/informational meeting – 11/13 at BARN, 6:00pm
- Buckingham Board of Supervisors meeting, annual update – 11/17

EROSION & SEDIMENT CONTROL PLAN REVIEW

- Cumberland: Wetland Mitigation Plan

TRAININGS & MEETINGS

- NCDEA Board monthly meeting – every 3rd Tuesday
- DCR Conservation Planning Training (PF to host) – 10/21-23
- SECDEA Annual Conference – 11/3-6

WATERSHED DAMS

- Fall mowing completed
- PE inspections (11 remaining) with DCR Dam Safety Engineer – 11/3, 5-7

UPCOMING HOLIDAYS/OFFICE CLOSURE/LEAVE

- Out of office/leave – 11/7, 11/10, 11/26 ½ day
- Office Holiday/closed – 11/4 – Election Day, 11/11 – Veterans Day, 11/26 ½ day, 27-28 - Thanksgiving

ADMINISTRATION & OPERATIONS

- **1st Quarter Reports:** are due Oct 15. Attachment E, QuickBooks cash balance sheet and P&L for the quarter.
- **Virtual Grant Training: Developing a Budget:** will be hosted on Oct 7 from 9-11am. This session builds on the training efforts held in June at Randolph Macon though it is still beneficial for those joining in for the first time. This is Part #2 of a series of grant training sponsored by the Association. Part #3 will be held at the annual meeting and focus on grant language and key components to ensure grant competitiveness. Register for the zoom at <https://us02web.zoom.us/join/join?secret=1234567890>

COST SHARE AND TECHNICAL ASSISTANCE

- **CAS Help Desk:** Beginning the week of September 22nd, emails sent to Jen will receive an out-of-office message directing you to submit requests to the new DSWC Help Desk email. DCR will be reviewing all incoming emails and prioritizing requests accordingly. CAS-related issues and help requests should now be sent to a new DSWC CAS Help Desk email at dswc-cas-help@dcr.virginia.gov.
- **Update to VACS Definition of Applicant:** The Virginia Soil and Water Conservation Board met on September 16 and approved a mid-year amendment to the VACS Manual to revise the definition of 'applicant'. In the Guidelines and Glossary sections of the manual, the definition of 'applicant' now includes the following: "Any individual, landowner, agent, operator of record, or business entity who is determined to have knowingly misrepresented its compliance status with the VACS Program to a District or District Representative may, upon a determination of a Board of District Directors, not be considered an "applicant" for a period of at least five (5) years. In rendering such a determination, the Board of District Directors shall evaluate all available evidence in a public meeting, and any related resolutions must be passed by a majority vote of a quorum of District Directors.

GRANT DELIVERABLE REMINDERS

- **Annually Review and Document in Minutes:**
 - Desktop Procedures for District Operations and Fixed Assets Inventory
- **Ag Outreach Event to Fulfill FY26 Admin/Ops Grant Agreement Deliverable:**
#10. The District hosted at least one agricultural community outreach event during the year that met the following: Marketed through at least one venue that is directed towards producers with small farms or producers considered socially disadvantaged. Included an introduction of District programs, staff and directors; and Included a discussion featuring local agricultural producers that utilized the VACS Program. Provided notice to partners, including the Virginia State University Small Farm Outreach Program, of the event and provided an opportunity to partners to participate in the agenda

DATES TO REMEMBER

OCTOBER

Oct 1 – CWFA Local and Basin due to DCR
Oct 1 – VASWCD Qrtly Meeting, Drury Hotel Richmond
Oct 7 – Virtual Grant Training: Developing a Budget 9am
Oct 9-16 – Denney on Leave
Oct 13 – State Holiday, offices closed
Oct 15-16 – VA Resource Training, Online
Oct 21- 23 DCR Final CP Course

NOVEMBER

Nov 4 – State Holiday, offices closed
Nov 11 – State Holiday, offices closed
Nov 26, 27 & 28 – State Holidays, offices closed

DECEMBER

Dec 7-9 – VASWCD Annual Meeting, Williamsburg
Dec 10 – VSWCB Meeting, Williamsburg
Dec 24 – State Holiday, ½ day office closed
Dec 25-26 – State Holiday, offices closed

JANUARY

Jan 1 – State Holiday, offices closed

Sent electronically to SWCD offices: 10/1/2025

October 29, 2025

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

(3 Contract Total = 4 Pumpouts, 4 RB-1s)

1 DEQ Septic Pump-out

- | | | | | | |
|--------------|-----------------|----|--------|--------------------|-------------|
| • 39-26-0052 | RB-1, 2 Systems | \$ | 450.00 | maximum cost-share | 50% CS Rate |
| • 39-26-0053 | RB-1, 1 System | \$ | 225.00 | maximum cost-share | 50% CS Rate |
| • 39-26-0056 | RB-1, 1 System | \$ | 225.00 | maximum cost-share | 50% CS Rate |

Total DEQ Pump-Out Request \$ 900.00

2 DEQ- Other Considerations- N/A

- N/A

\$ -

<u>DEQ PO17219 - BMP Construction Funds (Septic) 7/1/22 - 6/30/2027</u>	
BMP Septic Budget = \$59,486.08 + Mod 1 \$47,113.92 = \$106,600.00	
\$ 6,400.00	Funds as of 9/17/2025 (PFSWCD FUNDING UNTIL NEW FUNDS ALLOCATED).
\$ 900.00	Subtract - Approved today for DEQ
\$ -	Add back to Budget - Cancelled Practice(s)
\$ 5,500.00	Remaining DEQ to allocate of PAST conditional approval and todays approval.

DEQ PO #17219 Slate River & Rock Island Creek Projects

#1. Approval: 3 Contracts; 4 RB-1s.

#2. N/A

Septic Practices at 50%:

<u>RB-1- Septic Tank Pumpout</u>	<u>Cap:</u>	
	\$	225.00
<u>RB-3- Septic Tank System Repair</u>	\$	6,250.00
<u>RB-3M- Non-Permitted Repair- Level 1</u>	\$	1,625.00
<u>RB-3M- Non-Permitted Repair- Level 2</u>	\$	3,250.00
<u>RB-4- Septic Tank Installation/Replacement</u>	\$	6,250.00
<u>RB-4P- Septic Tank System with Pump</u>	\$	8,250.00
<u>RB-5- Alternative Onsite Sewage System</u>	\$	15,750.00

October 29, 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 Willis River (Middle James River Roundtable) Applicants - (3 Contracts, 3 RB-1s)

• 39-26-0047	RB-1, 1 System	\$	225.00	50% CS Rate
• 39-26-0049	RB-1, 1 System	\$	225.00	50% CS rate
• 39-26-0051	RB-1, 1 System	\$	225.00	50% CS rate

\$675.00

1-B Appomattox and James River Applicants- (3 Contracts, 4 RB-1s and 1 RB-3M)

• 39-26-0050	RB-1 and RB-3M, 1 System	\$	450.00	50% CS Rate
• 39-26-0054	RB-1, 2 Systems	\$	450.00	50% CS Rate
• 39-26-0060	RB-1, 1 System	\$	225.00	50% CS Rate

\$ 1,125.00

Total **LOCAL** Request

\$1,800.00

2 Cancellations/ Add Back

•

\$ -

Local Septic Program Funds

\$ 36,575.00 Funds as of 8/13/2025

\$1,800.00

Subtract: Approved today for Local

Willis - \$675.00

Local - \$1,125.00

\$

-

2.) Cancellations and money reimbursed from Middle James Round Table

\$ 34,775.00

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, 4 RB-1s and 1 RB-3M.

#2. Cancellations- N/A

October 29, 2025

Cumberland Septic Grant- Funds held by NFWF

4 Contract Total = 2 Pumpouts, 2 Alternative Systems

1 Contract Number: Septic Practice:

• 39-26-0055	RB-1, 1 System	\$ 550.00	maximum cost-share 100% CS Rate
• 39-26-0057	RB-5, 1 System	\$ 31,500.00	maximum cost-share 100% CS Rate
• 39-26-0058	RB-5, 1 System	\$ 31,500.00	maximum cost-share 100% CS Rate
• 39-26-0059	RB-1, 1 System	\$ 550.00	maximum cost-share 100% CS Rate

Total DEQ Pump-Out Request

\$ 64,100.00

2 Other Considerations/ Cancellations:

- N/A

\$ -

<u>Cumberland Septic Grant- BMP Construction Funds (Septic)</u>	
BMP Septic Budget = \$845,500.00 October 1, 2025 - June 30, 2028	
\$ 845,500.00	Funds as of 10/29/2025
\$ 64,100.00	Subtract - Approved today for DEQ
\$ -	Add back to Budget - Cancelled Practice(s)
\$ 781,400.00	Remaining Budget to allocate

Cumberland Septic Grant

#1. Approval: 4 Contracts; 2 RB-1s and 2 RB-5s

#2. N/A

Septic Practices at 100%:

RB-1- Septic Tank Pumpout

RB-3- Septic Tank System Repair

RB-3M- Non-Permitted Repair- Level 1 (5 Year Lifespan)

RB-3M- Non-Permitted Repair- Level 2 (10 Year Lifespan)

RB-4- Septic Tank Installation/Replacement

RB-4P- Septic Tank System with Pump

RB-5- Alternative Onsite Sewage System

Cap:

\$ 550.00

\$ 7,500.00

\$ 3,250.00

\$ 6,500.00

\$ 12,500.00

\$ 16,500.00

\$ 31,500.00

Cody Smith

Peter Francisco SWCD Conservation Technician

October 29th, 2025

Technical & Educational Assistance

- Septic Program- Received 4 DEQ RB-1s; 7 Local RB-1s, 1 RB-3M and 2 Cumberland grant RB-1s and 2 RB-5s
 - Processed multiple payments for septic practices.
- 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.
- Finalized Cumberland Septic grant documents, and began dispersing information and applications.
- Submitted quarterly on October 16th.
- Assisted with conservation planning on October 21st- October 23rd.

Trainings and Meetings

- September 25th- National Heritage Training/ Dam Safety Meeting/ Pasture Condition Score training.
- September 29th to October 2nd- Engineering ICE training.
- October 15th- Virginia Cultural and Historic Resources Protection training.

Other/Upcoming:

- Multiple Upcoming Farm visits.
- Final inspection of completed projects.
- Continuation of spot checks.
- Continuation of Dam inspections- TBD
- November 12th – Cumberland Board of Supervisors.
- November 13th- Dinner Meeting.
- November 17th- Buckingham Board of supervisors meeting.

Annual Leave:

- 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:			\$139,456.00		
Education / Public Relations:							
		Youth & Adult Education Subtotal			\$52,900.00		
		<u>District Education Programs/Events</u>					
		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:			\$10,000.00		
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		