

**PETER FRANCISCO SOIL AND WATER  
CONSERVATION DISTRICT**

*at the USDA Service Center, Sprouses Corner,*

Wednesday, August 26, 2026

**9:00 a.m. Board Meeting**

- I. Call to Order
- II. Adoption of the Agenda
- III. Approve Minutes
- IV. Treasurer's Report
- V. Committee Minutes/Reports
  1. Budget/Personnel – August 17, 2026
  2. Agriculture – August 26, 2026
- VI. Report of Cooperating Agencies
  1. VCE
  2. VDOF
  3. NRCS
- 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/Cumberland Residential Septic Review/Approvals
  7. Conservation Education Coordinator – C. Drake
- VIII. Old Business
  1. FY27 Signed Grant Agreements to be reviewed
- IX. New Business
  1. Plan Producer Meeting
  2. Plan Winter Social
  3. Review/Approve Annual Report FY25-26
  4. August/September 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**

**August 26, 2026**

**I. CALL TO ORDER**

**Directors Attending:**

M. Todd Smith  
Terry Seal  
Donna McRae-Jones  
Kevin Dunn  
Barbara Teeple  
Amber A. Taylor

**PFSWCD Staff**

Brandy Maxey  
Kelly Snoddy  
Cody Smith  
Charli Drake

**Others**

Denney Collins – DCR  
Harlee Craddock – DOF

Vertia Mae Jamerson, Associate  
H. Gwynn Tyler, Associate  
Jennifer Ligon, Associate (Virtual)

**Not in Attendance:** Associate(s): Linda Eanes, Ruth Wallace

M. Todd Smith, Chair, called the meeting to order at 9:04 a.m. with a quorum.

**II. ADOPTION OF AGENDA**

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

**III. MINUTES**

***Motion:*** by Dunn, second by McRae-Jones to accept the 07/15/26 minutes. Motion carried.

**IV. TREASURER'S REPORT**

***Motion:*** M. Todd Smith, Chair, recommends the treasurer's report dated 07/31/26 be filed for audit.

**V. COMMITTEE REPORTS/MINUTES**

1. **Budget/Personnel Committee Report**– 08/17/26 – Report on file.

M. Todd Smith & Kelly shared the Budget/Personnel Committee Report.

- Approve the FY26-27 Budget as presented.
- Offer I. Morris the Agricultural Equipment Manager position to start at his earliest convenience.

***Motion from Committee:*** M. Todd Smith read the Budget/Personnel Committee's Recommendations and the Board approved. Motion carried.

- Budget/Personnel Committee Minutes Approval

***Motion:*** by Dunn, second by McRae-Jones to accept the Budget/Personnel Committee minutes dated 08/17/26. Motion carried.

2. **Agriculture Committee Report**- 08/26/26 – Report 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.
- Discussion: Watershed Dams, No-Till Drills (Tracking), and VACS Projects

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

**VI. REPORTS OF COOPERATING AGENCIES****1. VCE:**

- Ruth Wallace – Brandy shared Ruth's recent correspondence with the Commonwealth Regional Council regarding ways they could assist with finding grants for tabletop exercises around watershed dams, flood zones, etc. Their monthly meetings are held on the same day as PFSWCD's monthly board meetings. However, the Commonwealth Regional Council will be submitting an email discussing ways they might be able to assist.
- Linda Eanes – Report on file.
- Jennifer Ligon – Equine Pasture Workshop tomorrow in Blacksburg, Powhatan on 09/18 and another one 10/30. Kits for well water testing in Buckingham need to be dropped off by next Wednesday 09/02. Conservation Field Day on 09/09. Wants to congratulate Amber Taylor on being appointed the Vice-President for Virginia Ag Ext Agents.
- Amber Taylor – Report on file.

**2. VDOF:** Harlee Craddock - Currently administering herbicide spray, which may explain any low flying aircraft. GAP Cost-Share Program on managing already established pine and mixed pine-hardwood stands is still being offered. October 15<sup>th</sup>-November 30<sup>th</sup> is fire prevention. Diminished Species Establishment Cost-Share Program is still being offered to help plant and restore shortleaf pine and American chestnut.**VII. REPORTS****1. Directors/Associate Directors:**

- M. Todd Smith attended the Budget/Personnel Committee Meeting. Thanked PFSWCD for their donation to the Farmville United Methodist Church in memory of his mother. Brandy passed around thank you cards at this time from the church, Marshall Smith (Todd's brother), and VASWCD for Cody and Charli's support as camp counselors at YCC in July.
- Donna McRae-Jones will be attending Fall Farm Fest at Buckingham Historic Village on Oct. 3<sup>rd</sup>. Asked if any staff are interested in setting up a PFSWCD booth.
- Kevin Dunn summarized the VSWCB cover crop sub-committee meeting held at Graves Mountain August 20<sup>th</sup>. DCR is questioning how districts are judging cover crop based on the outcome of the JLARC study. DCR wants to establish clearer guidelines on judging cover crop across the districts. The JLARC survey will be available September 8<sup>th</sup> or 9<sup>th</sup>. Next VSWCB meeting is September 14<sup>th</sup>-15<sup>th</sup>.

**2. Operations Manager – Brandy Maxey: Report on file.****3. District Manager/Sr. Conservation Specialist – Kelly Snoddy: Report on file. Recently attended SENACD Regional Meeting in Cherokee, NC. Report on file.****4. Conservation District Coordinator – Denney Collins: Report on file. Reported PFSWCD received all A's on PY26 Grant Assessment Reports. Reminded elected Directors that FOIA training needs to be done on either October 20<sup>th</sup> or November 12<sup>th</sup>. Board made the decision to move the October Board of Director meeting from October 21<sup>st</sup> to October 20<sup>th</sup> at 11:00 a.m. (held at B.A.R.N.) so Directors can attend the virtual 1:00 p.m. FOIA training together.****5. Conservation Technician – Cody Smith: Report on file.****Residential Report – 08/26/26 – Report on file.**

The following was shared for Board approval.

- DEQ PO17219 -Slate River & Rock Island Creek TMDL Report 08/26/26 – Report on file.  
*Motion:* by Dunn, second by Seal to approve #1. Six (6) RB-1 routine pump-outs. One (1) RB-5 alternative system. Motion carried.  
*Motion:* by Dunn, second by Teeple to approve #2. DEQ FY27 guidelines with edit to FY date. Motion carried.
- Local Septic Grant – Peter Francisco SWCD Report 08/26/26 – Report on file.  
*Motion:* by Taylor, second by McRae-Jones to approve #1-A. Five (5) Willis River RB-1 routine pump-outs. Motion carried.  
*Motion:* by Taylor, second by McRae-Jones to approve #1-B. Three (3) Appomattox/James River RB-1 routine pump-outs. One (1) RB-3 repair. One (1) RB-3M non-permitted repair. Motion carried.
- Cumberland Septic Grant – Funds held by NFWF Report 08/26/26 – Report on file.

**Motion:** by Taylor, second by McRae-Jones to approve #1. Thirty-One (31) RB-1 routine pump-outs. One (1) RB-3M non-permitted repair. Three (3) RB-4 replacements. One (1) RB-4P replacement with pump. Motion carried. Todd & Terry left the room and abstained from voting. Kevin Dunn took over during their absence.

**Motion:** by Dunn, second by Taylor to approve #2. One (1) RB-1 routine pump-out. Motion carried.

**Motion:** by Dunn, second by Taylor to approve #3. One (1) RB-4 Cancellation. Motion carried.

6. Conservation Education Coordinator – Charli Drake: Report on file.

#### VIII. OLD BUSINESS

1. FY27 Signed Grant Agreements to be reviewed – Board reviewed FY27 Admin/Ops and FY27 Cost-Share and TA grant agreements that were signed by M. Todd Smith, Chairman, on August 6<sup>th</sup>.

**Motion:** by Dunn, second by Taylor to approve the already signed FY27 Admin/Ops and FY27 Cost-Share and TA grant agreements. Motion carried.

#### IX. NEW BUSINESS

1. Plan Producer Meeting – Discuss at September BOD meeting.
2. Plan Winter Social - Winter Social will be held on December 16<sup>th</sup> at 4:00 p.m. after the BOD meeting.
3. Review/Approve Annual Report FY25-26 – Board reviewed and approved annual report with edits. Motion not required.
4. August/September Annual Plan of Work – The Board reviewed the Annual Plan of Work.

#### X. PUBLIC COMMENT

The next board meeting will be held on Wednesday, September 16th, 2026 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 11:15 a.m. Motion carried.

### Final Minutes - Signature on File

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M. Todd Smith, Chair

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Brandy M. Maxey, Operations Manager

**PETER FRANCISCO SOIL & WATER CONSERVATION DISTRICT**

**Budget/Personnel Committee Meeting**

August 17, 2026

USDA Service Center, Conference Room – Buckingham

Meeting began: 10:06a.m.

Meeting ended: 11:48a.m.

Committee Members Present – M. Todd Smith, Terry Seal, Kevin Dunn, H. Gwynn Tyler, Ruth Wallace

Committee Members Absent - Donna McRae-Jones

Non-Voting Members/Staff Present - Brandy Maxey, Kelly Snoddy

**MINUTES**

**1. Budget Review FY26-27**

**2. Review Applications for Agriculture Equipment Manager**

*Motion required to move into Closed session under personnel*

Move into Closed Session/Meeting

**Motion by:** *Wallace, recommends going into Closed Meeting as allowed by Virginia Statute under Section Personnel (§2.2-3711.A.1) of the Code of Virginia to discuss personnel matters. This subject matter is exempt from open meeting requirements; second by Seal.*

Vote: Ayes – 5    Nays - 0    Absent During Vote: 0    Motion carried.

*Chair to announce we are now in closed session as allowed under item (§2.2-3711.A.1) of the Code of Virginia to discuss personnel matters, designate who may attend/leave.*

Time entered into Closed Session/Meeting: 11:30 a.m.

Time returned from Closed Session/Meeting: 11:42 a.m.

Return from Closed Session/Meeting

**Motion: Wallace** *moved to certify that to the best of our knowledge, only matters lawfully exempted from open meeting requirements and only such public business matters as were identified in the motion to go into closed session were heard, discussed or considered in closed session; second by Dunn.*

Vote: Ayes – 5    Nays - 0    Absent During Vote: 0    Motion carried.

**Committee Recommendations:**

Motion by Dunn, Second by Tyler *to approve the FY 26-27 Budget as presented, and submit to the Full Board for adoption.* Motion passed.

Motion by Dunn, Second by Wallace *to recommend to the Full Board that the applicant be offered the position for the Agricultural Equipment Manager.* Motion passed.

Motion by Dunn, Second by Wallace *to adjourn the meeting.* Motion passed.

Meeting adjournment time: 11:48a.m.

Submitted by,

**Signature on file**

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M. Todd Smith, Committee Chair

| Peter Francisco Soil & Water Conservation District      |  |  |  | 8/26/2026                              |
|---------------------------------------------------------|--|--|--|----------------------------------------|
| FISCAL YEAR BUDGET 2026-2027 - Detailed                 |  |  |  | FINAL                                  |
|                                                         |  |  |  | Projected                              |
| <u>INCOME/DISBURSEMENT FY26-27</u>                      |  |  |  | FY26-27                                |
|                                                         |  |  |  |                                        |
| <u>BMP COST-SHARE CARRYOVER &amp; FY26</u>              |  |  |  |                                        |
| 2026 - CB VACS                                          |  |  |  | \$786,777.26                           |
| 2025 - CB VACS                                          |  |  |  | \$773,637.53                           |
| 2024 - CB VACS                                          |  |  |  | \$137,549.56                           |
| 2023 - CB VACS                                          |  |  |  | \$42,015.00                            |
| Total Cost-share Carryover                              |  |  |  | \$1,739,979.35                         |
| <u>LGIP - ESTABLISHED</u>                               |  |  |  |                                        |
| LGIP - Dividend Reinvested (Interest)                   |  |  |  | \$34,188.80                            |
| LGIP - Admin/Opers/Equip                                |  |  |  | \$374,389.23                           |
| LGIP - Watershed Dams                                   |  |  |  | \$406,267.06                           |
| Total Established LGIPs                                 |  |  |  | \$814,845.09                           |
| <u>PFSWCD OPERATIONS CARRYOVER</u>                      |  |  |  |                                        |
| Operational Carryover                                   |  |  |  | \$435,787.83                           |
| PF Local Septic Carryover                               |  |  |  | \$10,588.00                            |
| CB Grant #26-009                                        |  |  |  | \$12,200.00                            |
| LGIP - Put into for Equipment (FY25-26 Carryover)       |  |  |  | \$13,262.88                            |
| LGIP - Put into for Watershed (FY25-26 Carryover)       |  |  |  | \$54,630.58                            |
| Total Operational Carryover                             |  |  |  | \$526,469.29                           |
| Total Carryovers = Attach E                             |  |  |  | \$3,081,293.73                         |
| <u>NEW FY26-27 Money</u>                                |  |  |  |                                        |
| Operational Grant Essential Funding                     |  |  |  | \$185,817.00                           |
| Watershed Dam Maintenance                               |  |  |  | \$76,500.00                            |
| Watershed Remote Monitoring                             |  |  |  | \$19,720.00                            |
| County Support Funding: Buckingham                      |  |  |  | \$18,000.00                            |
| County Support Funding: Cumberland                      |  |  |  | \$20,000.00                            |
| Equipment Rental                                        |  |  |  | \$15,000.00                            |
| 2027 TA - VNRCF Base Funds                              |  |  |  | \$94,644.00                            |
| 2027 TA - VNRCF Funds Addition                          |  |  |  | \$252,000.00                           |
| 2027 Pers/Fringe - DEQ Reimbursement                    |  |  |  | \$15,000.00                            |
| 2027 Pers/Fringe - NFWF Reimbursement                   |  |  |  | \$20,000.00                            |
| JRA Buffer Consortium Program                           |  |  |  | \$4,456.00                             |
| Total NEW Adm & Operational Support - Subtotal          |  |  |  | \$721,137.00                           |
| 2027 - CB VACS NEW                                      |  |  |  | NEW 2027 BMP Cost-share \$3,510,311.00 |
| Total - FY26-27 New Allocations & FY27 CB VACS          |  |  |  | \$4,231,448.00                         |
| TOTAL INCOME: Includes Carryover & New FY27 Allocations |  |  |  | <u>\$7,312,741.73</u>                  |

|                                           |                                           |                                     |  |                       |
|-------------------------------------------|-------------------------------------------|-------------------------------------|--|-----------------------|
| <b>EXPENSES</b>                           |                                           |                                     |  |                       |
| <b>BMP Expenses Cost-share for FY26</b>   |                                           |                                     |  |                       |
|                                           |                                           | Total Cost-share Obligated or to Be |  | <b>\$5,079,396.39</b> |
| <b>Unobligated C/S to Pay BACK to DCR</b> |                                           |                                     |  |                       |
|                                           |                                           | Total to pay back to DCR            |  | <b>\$170,893.96</b>   |
|                                           |                                           | <b>TOTAL COST-SHARE EXPENSE</b>     |  | <b>\$5,250,290.35</b> |
| <b>LGIP - DISTRICT Account</b>            |                                           |                                     |  |                       |
|                                           | LGIP - Dividend Reinvested (Interest)     |                                     |  | \$34,188.80           |
|                                           | LGIP - Admin/Opers/Equip - FIXED          |                                     |  | \$374,389.23          |
|                                           | LGIP - Watershed Dams - FIXED             |                                     |  | \$406,267.06          |
|                                           |                                           | Total Established LGIPs             |  | <b>\$814,845.09</b>   |
|                                           | <b>To LGIP</b>                            |                                     |  |                       |
|                                           | Watershed FY25-26 Carryover               |                                     |  | \$54,630.58           |
|                                           | Equip FY25-26 Carryover                   |                                     |  | \$13,262.88           |
|                                           | Admin/Opers/Vehicle FY26-27 Assigned      |                                     |  | \$116,507.92          |
|                                           | Rent FY26-27 Assigned                     |                                     |  | \$62,500.00           |
|                                           |                                           | Total LGIPS                         |  | <b>\$1,061,746.47</b> |
| <b>OPERATIONAL Expenses</b>               |                                           |                                     |  |                       |
|                                           |                                           | Designated Accts Subtotal:          |  | <b>\$389,456.00</b>   |
| <b>Education / Public Relations:</b>      |                                           |                                     |  |                       |
|                                           |                                           | Youth & Adult Education Subtotal    |  | <b>\$69,200.00</b>    |
|                                           | <u>District Education Programs/Events</u> |                                     |  |                       |
|                                           |                                           | Educ Program/Events Subtotal        |  | <b>\$17,350.00</b>    |
|                                           |                                           | Education Expenses Total:           |  | <b>\$86,550.00</b>    |
| <b>District Operating Expenses:</b>       |                                           |                                     |  |                       |
| <b>Payroll</b>                            |                                           |                                     |  |                       |
|                                           |                                           | Payroll Total:                      |  | <b>\$305,211.91</b>   |
| <b>Operating Expenses</b>                 |                                           |                                     |  |                       |
|                                           |                                           | Office Subtotal                     |  | <b>\$55,367.00</b>    |
| <b>Travel/Registration:</b>               |                                           |                                     |  |                       |
|                                           |                                           | Travel Subtotal                     |  | <b>\$36,300.00</b>    |
| <b>Vehicle:</b>                           |                                           |                                     |  |                       |
|                                           |                                           | Vehicle Subtotal:                   |  | <b>\$16,000.00</b>    |
| <b>Watersheds Dams:</b>                   |                                           |                                     |  |                       |
|                                           |                                           | Dam Maintenance Subtotal:           |  | <b>\$96,220.00</b>    |
| <b>Drill - 2 no-tills</b>                 |                                           |                                     |  |                       |
|                                           |                                           | Drill Subtotal:                     |  | <b>\$15,600.00</b>    |
|                                           |                                           | <b>TOTAL OPERATIONAL EXPENSE</b>    |  | <b>\$1,000,704.91</b> |
| <b>TOTAL EXPENSES + LGIP</b>              |                                           |                                     |  | <b>\$7,312,741.73</b> |
|                                           | Difference - Operational Only             |                                     |  | <b>\$0.00</b>         |

# Agriculture Committee Minutes

## August 26, 2026

Time Meeting Began: 8:37a.m.

Time Meeting Adjourned: 8:57 a.m.

Attendance: Amber Taylor, Kevin Dunn, Terry Seal, Todd Smith, Jennifer Ligon (virtual)

Not in Attendance:

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

1.) Review/Approval of June 2026 Minutes

2.) Conservation Plans for review/approval

- CP-39-26-0022, ID: 737477 SL6W

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

| <u>Contract</u>              | <u>Practice</u> | <u>Cost-share</u> | <u>Tax-Credit</u> |
|------------------------------|-----------------|-------------------|-------------------|
| • 39-27-0073 instance 769439 | SL8             | \$3,264.40        |                   |
| • 39-27-0072 instance 769438 | CCI-SE-1        | \$1,800.11        |                   |
| • 39-27-0072 instance 737477 | SL6W            | \$66,937.50       |                   |

4.) Updates to committee on previously covered topics

Watershed Dams

No-Till Drills

Discussion on tracking

VACS Projects

| <u>VACS Program Funding (actual shown in tracking)</u>                    |                |
|---------------------------------------------------------------------------|----------------|
| PY2027 Allocation Total                                                   | \$3,510,311.00 |
| Total Requested/Approved this month                                       | \$72,002.01    |
| Total Allocation Approved to Date (amount from tracking)                  | \$72,002.01    |
| Remaining Allocation                                                      | \$0.00         |
| Total Obligated<br>(approved + under paid/returned amounts from tracking) | \$72,002.01    |
| Total Allocation Approved                                                 | 2%             |

**Signature on File**

M. Todd Smith, Committee Chair

**Ag. Committee Recommendations/Discussion Summary:**

- 1.) Motion to approve by Dunn, Second by Taylor. Motion passed.
- 2.) Motion to approve conservation plan by Dunn, Second by Taylor. Motion passed.
- 3.) Motion to approve cost-share applications as presented by Seal, Second by Taylor. Motion passed.
- 4.) Discussion only. No motion needed.

Motion to adjourn by Seal, Second by Dunn. Motion passed. Meeting adjourned at 8:57a.m.



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

August 2026

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

**Upcoming & Ongoing Events:**

- 8/26 VA Household Well Water Testing Program- Kit pick-up today (Buckingham & Cumberland) All day
- 9/1 Cottage Law Professional Development for Ext. Agents
- 9/2 VA Household Well Water Testing Program- Kit Drop Off, 8am-10:30
- 9/8 Buckingham/Cumberland Livestock Club Adult Volunteer Meeting
- 9/10 Central/Southside Pumpkin Field Day
- 9/14-16 VAAEA Summer Tour (Central Virginia)
- 9/17 HOVMGA 25-Year Celebration 4-7pm
- 9/22 LLC/Estate Planning WS
- 9/25 Cut Flower Field Day; 10AM-1PM
- 9/28-10/1 VAAEA BBQ Booth @ State Fair

**Other Updates:**

- FSA Reporting (LFP, Drought, NAP, etc.)
- 5-County Fair 9/22-26
- VA State Fair 9/26-10/4
- Quarterly Reporting Deadline- October 15<sup>th</sup>
- Cattle & Equipment WISE October 6-8<sup>th</sup>.

**Office Staffing & Leave:**

- Leave: 9/3, 4, 9, 10, 11, 22
- Teleworking Wednesdays.
- Holiday: 9/7

Thank you,

Amber Taylor  
[aamber@vt.edu](mailto:aamber@vt.edu)  
C: 434-315-4339

VIRGINIA POLYTECHNIC INSTITUTE AND STATE UNIVERSITY

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**From:** Eanes, Linda <leanes@vt.edu>  
**Sent:** Wednesday, August 19, 2026 12:56 PM  
**To:** Brandy Maxey  
**Subject:** RE: August 26th - Peter Francisco Board Meeting

My update:

The new ag teacher in Cumberland is Casey Fletcher. Both she and I attended the Envirothon Training offered recently. We haven't been able to get together one on one to plan and talk about partnering but she expressed interest.

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Also, the 6<sup>th</sup> grade science teacher has changes as well. Her last name is Jackson. I will be reaching out to her to talk about continuing the partnership. More later.

I also recently participated in the Virginia Environmental Literacy Network for Region 8. I am hopeful that it will be a useful resource. You can click on the link to find more information or join if you wish; [VEN - Home](#) .

Linda~

**Brandy M. Maxey**  
**Operations Manager**  
**August 26, 2026**

|                         | Amount<br>Outstanding as of<br>06/30/26 | Billed | Received | Est Amount<br>Outstanding as of<br>07/31/26 |
|-------------------------|-----------------------------------------|--------|----------|---------------------------------------------|
| <b>Buckingham Drill</b> | \$994.98                                | \$0    | \$307.95 | \$687.03                                    |
| <b>Cumberland Drill</b> | \$1,587.35                              | \$0    | \$157.95 | \$1,429.40                                  |

**Information**

- July/August
  - Worked with Kelly on updating the budget for budget/personnel committee meeting
  - Monthly Administrative Duties
    - Paid office invoices & generated Residential Septic & VACS checks
    - Drill invoices & statements
    - Checking accounts, credit card, and LGIP reconciled
    - Payroll, VRS, VOYA & Anthem
    - Board Meeting minutes, reports, emails, packets, & all other meeting tasks
    - Assisted landowners via phone, in-person, and email
- July 16<sup>th</sup> – PY27 CAS Program Updates Meeting (Virtual)
- August 5<sup>th</sup> – Verified SPDA checking accounts
- August 14<sup>th</sup> – Mussel/Buffer Outreach Event planning w/ JRA, Charli, & Cody (Bear Creek Lake)
- August 17<sup>th</sup> – Budget/Personnel Committee Meeting
- August 18<sup>th</sup>-20<sup>th</sup> – Graves (VACDE) Training
- August 21<sup>st</sup> – Field visits w/ Kelly
- August 24<sup>th</sup> – Submitted CMS Creditable Coverage Disclosure Form
- August 24<sup>th</sup> – Mussel/Buffer Outreach Event planning w/ JRA (Virtual)
- August 25<sup>th</sup> – CAS Rebuild Training (Virtual)

**Upcoming Dates of Interest/Holidays**

- September 7<sup>th</sup> – Holiday

**KELLY JONES SNODDY**  
**DISTRICT MANAGER/SR. CONSERVATION SPECIALIST**  
**AUGUST 16, 2026**

**VACS APPLICATIONS & CONSERVATION PLANS FOR BOARD APPROVAL**

- Refer to Agriculture Committee Report

**TECHNICAL INFORMATION**

- Scheduling visits into September with interested producers
- Drawing up estimates and draft layouts for potential approvals
- Coordinating with DEQ BMP Loan staff and with DCR Engineering Staff as needed
- Coordinating with Cody on developing design packages
- Continuing to make inspections as contacted by producers/contractors on currently approved projects
- Assisting producers with coordinating with contractors and guiding pre-construction meetings
- Verifications/Spot-checks TBD:
  - EOY PY26 – TBD by 9/30/26 (20), EOY PY27 – TBD by 9/30/27 (29), CY26 Random – TBD by 10/31/26 (8)

**OPERATIONS/ADMINISTRATIVE INFORMATION**

- Coordinated with Brandy on Budget planning

**EDUCATION & PUBLIC RELATIONS**

- Marketing for PY27 VACS program

**EROSION & SEDIMENT CONTROL PLAN REVIEW**

- None at this time

**TRAININGS & MEETINGS**

- Buffer Consortium virtual meeting – every 2<sup>nd</sup> Wednesday
- NCDEA Board monthly meeting – every 3<sup>rd</sup> Tuesday
- VACDE Annual Employees Graves Training – 8/19-21
- NCDEA Mid-year meeting – 8/31-9/04

**WATERSHED DAMS**

- Willis River #9: beaver activity/debris – working with contractor to determine next steps
- Remote Monitoring equipment: issues continue. DCR/Charles has submitted a work ticket with AMCi technical support.

**UPCOMING HOLIDAYS/OFFICE CLOSURE/LEAVE**

- Out of office – Trainings/Conferences: 8/18-20, 8/31-9/4
- Office closed, state holiday: 9/7

## Kelly Jones Snoddy

### Report on attendance at 2026 SENACD Regional Meeting

- August 9-12, 2026 attended the Southeast National Association of Conservation Districts Regional meeting, held in Cherokee, NC
  - Full conference attendance was 250
- Other Virginia representatives:
  - Employees: Allyson Ponn (Lord Fairfax and VACDE President) Cory Hoar (VA Dare), Leah Sattler (Loudoun)
  - DCR: Carl Thiel-Goin
  - Director: Steven Meeks (TJSWCD and NACD Southeast Region Chair) Aaron Mills (TJSWCD), Joe Thompson, (TJSWCD) Don Anderson (Lake Country SWCD) Scott Camerson, (Northern VA SWCD) Richard Hicks (Tidewater SWCD), Frank Drumm (VA Dare) Charles Newton (Shenandoah SWCD and VA S&W Board Chair)
- Charles Newton was honored as an inductee into the Southeast Region Conservation Hall of Fame
- As the SECDEA President, part of my responsibilities is to assist with organizing the SECDEA employee's session, coordinate with the SECDEA Executive Board, the SECDEA Special Projects Committee to staff the SECDEA booth and manage our raffle ticket fundraiser. I also participated in a session with VADCR, NC and KY staff to share information on our programs and ways that Boards can support staff professional development.



**NEW FOIA Posted Agenda Requirements:** As of July 1, 2026, in addition to the current FOIA language requirements to post meeting dates/locations, **agendas must also be posted three days prior to the meeting.** This applies to both Board meetings and Committee meetings. [§ 2.2-3707.](#)

*The public body shall also post the proposed agenda on the public body's official government website, if any, prior to the meeting. No final action may be taken on items added to the agenda after the meeting commences unless they are time-sensitive or are the subject of a closed meeting properly identified in a motion in accordance with § 2.2-3711.*

*For purposes of this subsection, "final action" means a vote, adjudication, or other formal action taken by a public body that completes a matter or acts as final consideration of an item. "Final action" does not include:*

- 1. Referral to a committee or advisory body;*
- 2. Referral to a future meeting for action;*
- 3. Direction to staff to provide further information; or*
- 4. Issuance of a commending or memorial proclamation*

#### **ADMINISTRATION & OPERATIONS**

- **VASWCB Meeting July 24:** approved FY27 policies and grant agreements. Opted to approve the funding scenario based on the Budget Needs Template (Att. D) with a cap of 15% increase or decrease from FY26 levels. The Board also decided to increase Base TA but reduce Additional TA to 12% from 13%. VASWCB Cover Crop Committee will meet on August 20 in the afternoon at Graves Mt.
- **Delegated Authority:** if granted in July, the district board must ratify all delegated authority decisions at your August or next board meeting. Please send signed copy of grant agreements to CDC.
- **FY27 Budget:** District budgets should be finalized and approved as soon as possible.
- **FY27 Initial Disbursement Letters:** were transmitted on July 30 with 50% of Admin Ops funds, 100% of Base TA and Dam Maintenance funds and any remaining 2026 VACS & associated TA for CS obligations made by June 15. 1<sup>st</sup> Quarter Cost Share & TA disbursements will be transmitted on August 28.
- **At-Large Appointed Director:** terms expire 12/31/2026. SWCD boards must act on At-Large Director appointment recommendations during August SWCD Board Meeting. Packets are due by Sept 1 to DCR for consideration by the VSWCB at their September Meeting. Please submit packets to your CDC.
- **FOIA Training for District Directors:** The FOIA Council has just announced two opportunities for elected officials to receive FOIA Training this fall. Please register to attend one of these two sessions if you need to take or retake FOIA. Tuesday, **October 20, 2026, 1:00 p.m.** OR Thursday, **November 12, 2026, 10:00 a.m.** [Register Now!](#) <https://event.webinarjam.com/r416v/register/oxo64aw0>
- **Federal Mileage Rate:** Effective 07/01/26, the IRS standard mileage rate will be 76 cents per mile, up 5.5 cents from the CY26 rate from January
- **Dedicated Reserves:** Board action is necessary to dedicate, for specific purposes, any amount above 12 months of routine operating funds (undesignated reserve funds). This action should be placed on SWCD board meeting agendas before Sept 30 in Q1 of FY27 so that necessary transfers can be made on the Att. E & QBs Q1 Report.
- **Financial audit for FY25 & FY26:** Robinson, Farmer & Cox will be contacting districts soon to schedule audits. These districts will undergo a VACS Administrative Cost Share file audit for cost share contracts paid during the same FYs. Your CDC will be scheduling these for the fall/winter.

#### **COST SHARE & TECHNICAL ASSISTANCE**

- **FY27 Secondary Considerations and Average Cost List:** approve/submit to DCR prior to allocating FY27 funds.
- **Computer Generated Part II and Part III:** as a reminder, Part II of the cost share contract should have all fields computer generated, except for the signatures. There should be no hand-written data fields on Part II. The contract Part III should have everything computer generated to the extent possible, but it is allowable for the SWCD Payment Amount, Payment Date, and Check Number to be handwritten.

- **Clean Water Farm Award** nominations for Local and Grand Basin awards are due October 1<sup>st</sup>. CWFA forms can be found online on the DCR website. No nomination forms will be accepted after Oct 1. All signatures and approvals must be obtained no later than your September Board meeting. 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:**
  - **CY26 Random Verifications:** must be completed by Oct 31. Please let me know when your district would like to conduct these.
  - **End of Lifespan (EOL) BMP Verifications:** for 2026, 2027 & 2028 are loaded into CAS. 2026 Verifications must be completed by Sept 30 at a \$200 rate. Any '27 and '28 verifications completed by Sept 30 receive \$250.
- **New RMP Review process:** DCR has distributed a new RMP Review Actions document that is intended to help Soil and Water Conservation District staff perform Resource Management Plan (RMP)-related review duties and document those actions in their Technical Review Committee (TRC) and District Board (Board) meeting. New information in this document includes information on each role of the RMP workflow, how to authorize staff to assist the TRC, suggestions for conditional approval, delegated authority, sample suggested motion language and minutes language, and some options for efficiency in the review process. Districts should now use this document instead of the 2015 RMP FOIA Guidance Document. This document was emailed directly to District staff who have RMP activity and is also posted on the RMP "Resources" webpage. The direct link is <https://www.dcr.virginia.gov/soil-and-water/document/rmp-review-actions.pdf>.

## **DATES TO REMEMBER**

### **AUGUST**

Aug 18-20 – VACDE Annual Training, Graves Mountain

### **SEPTEMBER**

Sept 14-15 – VSWCB Meeting, Pittsylvania County

Sept 30 – Deadline for End of Lifespan Verifications

### **OCTOBER**

Oct 1 – CWFA Nominations for Local and Grand Basin award applications due to DCR

**DCR Conservation Planner Certification Courses:** September 2 Agricultural Operations Training—TAREC, October 7-8 VA Resource Training – Online Webinars, October 14-16 DCR Conservation Planner Course – In Person.

# August 26th, 2026

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

*(7 Contracts Total = 7 Systems, 6 RB-1s and 1 RB-5)*

### **1 DEQ Septic Pump-out**

|              |                |    |           |                                |
|--------------|----------------|----|-----------|--------------------------------|
| • 39-27-0032 | RB-1, 1 System | \$ | 225.00    | maximum cost-share 50% CS Rate |
| • 39-27-0036 | RB-5, 1 System | \$ | 15,750.00 | maximum cost-share 50% CS Rate |
| • 39-27-0047 | RB-1, 1 System | \$ | 225.00    | maximum cost-share 50% CS Rate |
| • 39-27-0060 | RB-1, 1 System | \$ | 225.00    | maximum cost-share 50% CS Rate |
| • 39-27-0061 | RB-1, 1 System | \$ | 225.00    | maximum cost-share 50% CS Rate |
| • 39-27-0065 | RB-1, 1 System | \$ | 225.00    | maximum cost-share 50% CS Rate |
| • 39-27-0071 | RB-1, 1 System | \$ | 225.00    | maximum cost-share 50% CS Rate |

**Total DEQ Pump-Out Request**      **\$ 17,100.00**

### **2 DEQ- Approve FY27 Guidelines**

- N/A

**\$ -**

|                                                                         |                                            |
|-------------------------------------------------------------------------|--------------------------------------------|
| <u>DEQ PO17219 - BMP Construction Funds (Septic) 7/1/22 - 6/30/2027</u> |                                            |
| <u>BMP Septic Budget = Mod 3 totaling \$239,850.00.</u>                 |                                            |
| \$ 82,089.51                                                            | Funds as of July board meeting             |
| <b>\$ 17,100.00</b>                                                     | Subtract - Approved today for DEQ          |
| \$ -                                                                    | Add back to Budget - Cancelled Practice(s) |
| \$ 64,989.51                                                            | Remaining DEQ to allocate                  |

### **DEQ PO #17219 Slate River & Rock Island Creek Projects**

*#1. Approval: 7 Contracts; 7 RB-1s and 1 RB-5.*

*#2. Approve DEQ FY27 Guidelines*

#### **Septic Practices at 50%:**

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

## August 26th 2026

**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 | <b>Willis River (Middle James River Roundtable) Applicants - (4 Contracts; 5 RB-1s)</b> |                        |                   |                    |
|     | • 39-27-0024                                                                            | RB-1, 1 System         | \$ 225.00         | 50% CS Rate        |
|     | • 39-27-0042                                                                            | RB-1, 1 System         | \$ 225.00         | 50% CS Rate        |
|     | • 39-27-0048                                                                            | 2 RB-1s, 1 System      | \$ 450.00         | 50% CS Rate        |
|     | • 39-27-0053                                                                            | RB-1, 1 System         | \$ 225.00         | 50% CS Rate        |
|     |                                                                                         |                        |                   | <b>\$1,125.00</b>  |
| 1-B | <b>Appomattox and James River Applicants- (3 Contracts; 3 RB-1s, 1 RB-3, 1 RB-3M)</b>   |                        |                   |                    |
|     | • 39-27-0037                                                                            | RB-3, 1 System         | \$ 3,750.00       | 50% CS Rate        |
|     | • 39-27-0052                                                                            | RB-1 & RB-3M, 1 System | \$ 1,850.00       | 50% CS Rate        |
|     | • 39-27-0053                                                                            | 2 RB-1s, 2 Systems     | \$ 450.00         | 50% CS Rate        |
|     |                                                                                         |                        |                   | <b>\$ 6,050.00</b> |
|     | <b>Total LOCAL Request</b>                                                              |                        | <b>\$7,175.00</b> |                    |

### 2 Cancellations-

- N/A

|    |   |
|----|---|
| \$ | - |
|----|---|

| <u>Local Septic Program Funds</u> |                                                                      |                                           |
|-----------------------------------|----------------------------------------------------------------------|-------------------------------------------|
| \$ 23,875.00                      | Funds as of July Board Meeting                                       |                                           |
| <b>\$7,175.00</b>                 | Subtract: Approved today for Local                                   | Willis - \$1,125.00<br>Local - \$6,050.00 |
| \$ -                              | 2.) Cancellations and money reimbursed from Middle James Round Table |                                           |
| \$ 16,700.00                      | Remaining to allocate                                                |                                           |

### **LOCAL - Residential Projects**

*#1-A. Willis River Approval: 4 Contracts, 5 RB-1s.*

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

*#2. N/A*

#### Septic Practices at 50%:

RB-1- Septic Tank Pumpout

RB-3M- Non-Permitted Repair- Level 1

RB-3M- Non-Permitted Repair- Level 2

RB-3- Septic Tank System Repair

#### Cap:

\$ 225.00

\$ 1,625.00

\$ 3,250.00

\$ 3,750.00

# August 26th, 2026

## Cumberland Septic Grant- Funds held by NFWF

### **1- NFWF Septic Pumpouts/ Repairs**

#### **33 Contracts Total = 31 Pumpouts, 1 RB-3M, 3 RB-4s and 1 RB-4P = 33 Systems)**

|    |              |                       |                |           |                    |                    |              |
|----|--------------|-----------------------|----------------|-----------|--------------------|--------------------|--------------|
| 1  | • 39-27-0023 | RB-1, 1 System        | \$             | 550.00    | maximum cost-share | 100% CS Rate       |              |
| 2  | • 39-27-0025 | RB-1, 1 System        | \$             | 550.00    | maximum cost-share | 100% CS Rate       |              |
| 3  | • 39-27-0026 | RB-1, 1 System        | \$             | 550.00    | maximum cost-share | 100% CS Rate       |              |
| 4  | • 39-27-0027 | RB-1, 1 System        | \$             | 550.00    | maximum cost-share | 100% CS Rate       |              |
| 5  | • 39-27-0028 | RB-1, 1 System        | \$             | 550.00    | maximum cost-share | 100% CS Rate       |              |
| 6  | • 39-27-0029 | RB-1, 1 System        | \$             | 550.00    | maximum cost-share | 100% CS Rate       |              |
| 7  | • 39-27-0030 | RB-1, 1 System        | \$             | 550.00    | maximum cost-share | 100% CS Rate       |              |
| 8  | • 39-27-0031 | RB-1, 1 System        | \$             | 550.00    | maximum cost-share | 100% CS Rate       |              |
| 9  | • 39-27-0033 | RB-1, 1 System        | \$             | 550.00    | maximum cost-share | 100% CS Rate       |              |
| 10 | • 39-27-0034 | RB-1, 1 System        | \$             | 550.00    | maximum cost-share | 100% CS Rate       |              |
| 11 | • 39-27-0035 | RB-4P, 1 System       | \$             | 16,500.00 | maximum cost-share | 100% CS Rate       |              |
| 12 | • 39-27-0038 | RB-1, 1 System        | \$             | 550.00    | maximum cost-share | 100% CS Rate       |              |
| 13 | • 39-27-0039 | RB-1, RB-3M, 1 System | \$             | 3,800.00  | maximum cost-share | 100% CS Rate       |              |
| 14 | • 39-27-0040 | RB-1, 1 System        | \$             | 550.00    | maximum cost-share | 100% CS Rate       |              |
| 15 | • 39-27-0041 | RB-1, 1 System        | \$             | 550.00    | maximum cost-share | 100% CS Rate       |              |
| 16 | • 39-27-0043 | RB-1, 2 Systems       | \$             | 1,100.00  | maximum cost-share | 100% CS Rate       |              |
| 17 | • 39-27-0044 | RB-1, 1 System        | \$             | 550.00    | maximum cost-share | 100% CS Rate       |              |
| 18 | • 39-27-0046 | RB-1, 1 System        | \$             | 550.00    | maximum cost-share | 100% CS Rate       |              |
| 19 | • 39-27-0049 | RB-1, 1 System        | \$             | 550.00    | maximum cost-share | 100% CS Rate       |              |
| 20 | • 39-27-0050 | RB-1, 1 System        | \$             | 550.00    | maximum cost-share | 100% CS Rate       |              |
| 21 | • 39-27-0051 | RB-1, 1 System        | \$             | 550.00    | maximum cost-share | 100% CS Rate       |              |
| 22 | • 39-27-0054 | 2 RB-1s, 2 Systems    | \$             | 1,100.00  | maximum cost-share | 100% CS Rate       |              |
| 23 | • 39-27-0055 | RB-1, 1 System        | \$             | 550.00    | maximum cost-share | 100% CS Rate       |              |
| 24 | • 39-27-0056 | RB-1, 1 System        | \$             | 550.00    | maximum cost-share | 100% CS Rate       |              |
| 25 | • 39-27-0057 | RB-1, 1 System        | \$             | 550.00    | maximum cost-share | 100% CS Rate       |              |
| ** | 26           | • 39-27-0058          | RB-4, 1 System | \$        | 12,500.00          | maximum cost-share | 100% CS Rate |
|    | 27           | • 39-27-0059          | RB-1, 1 System | \$        | 550.00             | maximum cost-share | 100% CS Rate |
|    | 28           | • 39-27-0062          | RB-1, 1 System | \$        | 550.00             | maximum cost-share | 100% CS Rate |
|    | 29           | • 39-27-0064          | RB-4, 1 System | \$        | 12,500.00          | maximum cost-share | 100% CS Rate |
|    | 30           | • 39-27-0066          | RB-4, 1 System | \$        | 12,500.00          | maximum cost-share | 100% CS Rate |
|    | 31           | • 39-27-0067          | RB-1, 1 System | \$        | 550.00             | maximum cost-share | 100% CS Rate |
| ** | 32           | • 39-27-0068          | RB-1, 1 System | \$        | 550.00             | maximum cost-share | 100% CS Rate |
|    | 33           | • 39-27-0070          | RB-1, 1 System | \$        | 550.00             | maximum cost-share | 100% CS Rate |

**Total: \$ 74,300.00**

#### **Special Consideration- (1 System, 1 RB-1)**

|   |              |                |    |        |                    |              |
|---|--------------|----------------|----|--------|--------------------|--------------|
| 2 | • 39-27-0045 | RB-1, 1 System | \$ | 550.00 | maximum cost-share | 100% CS Rate |
|---|--------------|----------------|----|--------|--------------------|--------------|

**Total: \$ 550.00**

#### **3 Cancellations (1 System, 1 RB-4)**

|              |                |    |           |                    |              |
|--------------|----------------|----|-----------|--------------------|--------------|
| • 39-27-0009 | RB-4, 1 System | \$ | 12,500.00 | maximum cost-share | 100% CS Rate |
|--------------|----------------|----|-----------|--------------------|--------------|

**Total: \$ 12,500.00**

## August 26th, 2026

| <u>Cumberland Septic Grant- BMP Construction Funds (Septic)</u>         |                                                       |
|-------------------------------------------------------------------------|-------------------------------------------------------|
| <u>BMP Septic Budget = \$845,500.00 October 1, 2025 - June 30, 2028</u> |                                                       |
| <u>Amount= \$845,500.00</u>                                             |                                                       |
| \$ 401,206.00                                                           | Funds as of July board meeting                        |
| \$ 74,850.00                                                            | Subtract - Approved today for Cumberland Septic Grant |
| \$ 12,500.00                                                            | Add back to Budget - Cancelled Practice(s)            |
| \$ 338,856.00                                                           | Remaining Budget to allocate                          |

### **Cumberland Septic Grant**

*#1. Approval: 33 Contracts; 31 RB-1s, 1 RB-3M, 3 RB-4s and 1 RB-4P.*

*#2. Special Consideration- 1 Contract; 1 RB-1*

*#3. Cancellation: 1 Contract 1 RB-4*

### **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

August 26th, 2026

## **Technical & Educational Assistance**

- Septic Program- **Charli and I** Received 6 DEQ RB-1s and 1 RB-5; 8 Local RB-1s and 1 RB-3M; and 31 Cumberland grant RB-1s, 1 RB-3M, 3 RB-4s and 1 RB-4P.
  - Processed multiple payments for septic practices.
  - Went through septic applications that need to be cancelled or carried over by the end of the year.
  - **Updated DEQ Septic Guidelines.**
- Multiple field visits, survey stream crossings, fence staking, fence measurements etc.
- Working on and completed multiple designs, conservation plans, estimates, drawings etc. for current and upcoming projects.
- Final inspections of completed practices, and reconciling of invoices and receipts for said projects.
- NFWF Quarterly reimbursement submitted July 9<sup>th</sup> and approved on July 16<sup>th</sup>; Funds were dispersed on August 3<sup>rd</sup>.
- Submitted NFWF quarterly Check in on July 31<sup>st</sup>.
- Submitted DEQ Quarterly on July 8<sup>th</sup>, and was approved on July 15<sup>th</sup>.

## **Trainings and Meetings**

- Went to Bear Creek Lake with Brandy and Charli for JRA program coming up in September on August 14<sup>th</sup>.
- Graves Mountain- Multiple trainings on August 18<sup>th</sup> – 20<sup>th</sup>.
- CAS Update- August 25<sup>th</sup>.
- YCC Debrief- August 25<sup>th</sup>.

## **Other/Upcoming:**

- Multiple upcoming farm visits.
- Finals inspection of completed projects.
- Third EJAA review with Amanda on September 17<sup>th</sup>.

## **Annual Leave:**

- September 6<sup>th</sup>- Holiday

Charlotte Elaine Drake  
Conservation Education Coordinator  
August Report

**News & Information**

- Envirothon – Buckingham and Cumberland County both have the potential to have an Envirothon team plus one team for CVCS
- 4H Club at CVCS on the 3<sup>rd</sup> Thursday of every month
- Chesapeake Bay Trips: 2 fall trips are scheduled for BCHS
  - 9/22 – Brock Environmental Center
  - 11/23 – Jordan Point in Hopewell VA
  - Spring Applications will open in October of 2026
- July 29<sup>th</sup> – Cody and I cleaned and organized both out buildings.
- Aug 14<sup>th</sup> – Brandy, Cody and Charli met with Tom Kniepp (BCL), and Taryn Ware (JRA) to go over the agenda for the adult outreach event on September 26<sup>th</sup>.
  - August 24<sup>th</sup> – PFSWCD, JRA, and VCE met virtually to finalize the details of the event and share the poster for the event.
- August 18<sup>th</sup> – 20<sup>th</sup> – Attended Graves Mountain training
- August 25 – Youth Conservation Camp debrief meeting

**Cumberland VCE**

- Linda met with the new Cumberland VCE, Casey Fletcher, in the beginning of January. Linda, Casey and I will be working on a 4H/FFA/Envirothon group that will meet Thursday of every week. Details are TBD.

**Upcoming Dates**

- August 31<sup>st</sup> – Envirothon steering committee @ 2 pm
- September 14<sup>th</sup> - Area V Envirothon meeting w/ Piedmont SWCD