New River SWCD

September 21, 2026

Directors present:

David Frazier	J.D. Testerman	Gary Boring	Mike Rhudy
Cindy Webb	Kevin Kirk		

Associate Director:

Steve Pottorff

Staff present:

Tracy Goodson	Tim Phipps	B.T. Tomlinson	Scotty Hines

Others present:

Becky Hubble	Nathan Osborne	Donnie Garman	Pat Davis
Carol Boring			

The New River Soil & Water Conservation District Board Meeting was called to order by Chairperson David Frazier on September 21, 2026.

The pledge of allegiance was recited.

After review, Gary Boring made a motion to approve the corrected minutes for the August 17, 2026, Board Meeting. Kevin Kirk seconded the motion. The motion carried.

After review, Cindy Webb made a motion to approve the financial report, subject to audit. Seconded by Gary Boring. The motion carried.

Following discussion, Gary Boring proposed a motion to maintain the existing ASA Policy. The motion was seconded by Cindy Webb and the motion carried.

Following discussion, Cindy Webb made a motion to approve the 2026-2027 Dedicated Reserve List. Seconded by Kevin Kirk, the motion carried.

The updated 2025-2026 Annual Report was distributed and discussed.

District staff brought Clean Water Farm Award Applications forward to the Board. Gary Boring made a motion to nominate Stephen Turner for Carroll County CWFA and Cresthaven Farm for Grayson County CWFA. Seconded by Kevin Kirk, the motion carried.

Kevin Kirk made a motion to nominate Cresthaven Farm for the Grand Basin Award. Seconded by Gary Boring, the motion carried.

Conservation plans were submitted for approval (attached). Kevin Kirk made a motion to approve the proposed conservation plans. Seconded by Mike Rhudy, the motion carried.

Several BMP applications were presented (attached). Kevin Kirk made a motion to approve the BMP applications. Seconded by Cindy Webb, the motion carried. David Frazier abstained from the vote.

Several tax credits were submitted to the Board for approval (see attached). Kevin Kirk proposed a motion to approve the presented tax credits, which was seconded by Gary Boring. The motion carried.

Tim Phipps gave a farm & forest update. 277 Seventh graders from Carroll County will attend a field day at the farm on October 6 and 7, 2026.

Becky Hubble gave a DCR report (attached).

Nathan Osborne gave an NRCS report (attached).

Gary Boring gave an Association report.

Donnie Garman gave a Forestry report.

With no further business, Kevin Kirk made a motion to adjourn the meeting. Cindy Webb seconded the motion. The motion carried.

Secretary: Gary Boring

Chairperson: David S. Frazier

Prepared by: Tracy Goodson

September 21, 2026

Conservation Plans

CP #11-23-0047
CP #11-25-0008
CP #11-27-0002
CP #11-27-0003
CP #11-27-0014
CP #11-27-0016
CP #11-27-0015

BMP Applications

#11-27-0009	WFA-NM	$961.80
#11-27-0010	WFA-CC	$7,467.60
#11-27-0013	WFA-CC	$2,310.00
#11-27-0014	WFA-NM	$1,027.80
#11-27-0018	WFA-NM, WFA-CC	$2,359.80
#11-27-0022	WFA-NM, WFA-CC	$1,656.00
#11-27-0023	WFA-NM, WFA-CC	$3,640.20
#11-27-0031	WFA-NM, WFA-CC	$401.20
#11-27-0032	WFA-NM, WFA-CC	$4,896.00
#11-27-0039	SL-6W	$40,933.65
#11-27-0041	SL-7	$11,582.00
#11-27-0042	SL-7	$5,220.00
#11-27-0043	SL-1	$31,275.00
#11-27-0044	SL-6W	$45,310.00
#11-27-0045	SL-6W	$51,870.00
#11-27-0046	SL-6W	$47,696.25

Tax Credits

#11-26-0079	WP-2N	$3,118.50
#11-27-0041	SL-7	$723.88
#11-27-0042	SL-7	$326.25

Cost-share approved - $258,607.30
Prior approvals - $407,147.33
Total allocated – $665,754.63

NEW RIVER SWCD SOIL & WATER CONSERVATION DISTRICT
We work with the people who work the land.

New River Soil and Water Conservation District

Serving the Carroll and Grayson Counties and the City of Galax

200 Jacks Orchard Road – Galax, Virginia 24333

2026 -2027 Dedicated Reserve List

The New Rive SWCD Board will prioritize funding for following:

-Upgrading vehicles
-Upgrading equipment to include no-till seeder, side-by-side and other needed equipment
-Upgrading computers, printers and copiers
-A dedicated reserve for staff severances

All programs, activities and services are offered on a nondiscriminatory basis, without regard to race, color, national origin, political affiliation, religion, age, marital status or physical ability.

Virginia Department of Conservation & Recreation

September 2026 – Conservation District Coordinator (CDC) Report
Becky Hubble, Conservation District Coordinator
DCR-Division of Soil and Water Conservation – Radford Regional Office
Becky.hubble@dcr.virginia.gov I 804.997.5069

• Administrative and Operational Items

- **PY 2026 Grant Assessments:** Most Grant Assessments were reviewed during District's August Board Meetings. If your district has not yet had their review it will be conducted at your September and/or October board meeting. Information on the Assessments will be presented to the VSWCB during their September 15th Board Meeting.
- **ASA Policy.** Per the annual request of Darrell Marshall of VDACS, please revisit and update your district's policy regarding the handling of Ag Stewardship Act Complaints (this includes primary and secondary contact information). If there are no changes to your district's existing policy, please send an email to Darrell Marshall that provides the date that the board discussed the policy and states that there are no changes to your SWCD's existing policy. If there are changes (remember that this includes changes to the primary and secondary contacts as well as the preferred procedure), a new form must be submitted to VDACS.
- **Dates for Obligations data pull and Disbursement letters:**
  - Pull obligations Nov. 1, letters to DCR Nov. 9, dated to SWCDs Nov. 13
  - Pull obligations Feb. 1, letters to DCR Feb 8, dated to SWCDs Feb. 12
  - Pull obligations May 1, letters to DCR May 10, dated to SWCDs May 14
  - Pull obligations June 1, letters to DCR June 3, dated to SWCDs June 8
- **SPDA Account Verification.** Please remember to go https://spda.trs.virginia.gov/search/user/signin and verify that all public fund bank accounts are collateralized in accordance with the Security for Public Deposits Act (SPDA) for the quarter ending June 30, 2026. Please be sure to verify all account information no later than September 28, 2026 and retain documentation of the verification for each account.
- **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 prior to the meeting.** (3 days recommended by DCR) 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.
- **Upcoming FOIA Trainings:** Oct. 20, 2026, 1:00 p.m., Nov. 12, 2026, 10:00 a.m. Register Now!
- **FY27 1st Quarter Attachment E and QuickBooks Reports:** Due on or before Thursday, 10/15/2026. The Attachment E submittal includes the Excel spreadsheet and the QuickBooks Profit & Loss Statement and Cash Balance Sheet for the quarter submitted via e-mail to the CDC. In addition, please scan and email a copy of the signed Attachment E. Remember the original, signed hard-copy should be retained in the SWCD administrative files. Please remember to include your SWCD name and a description of what you are submitting in the file names, as I have 6 SWCDs submitting reports. Remember that the FY27 Grant Agreement deliverable accounts for the timeliness of the submittal as well as accuracy.

- The official FY 2027 Attachment E – Quarterly Report for your use was emailed to districts on 08/28/2026. There is a short and long version, carefully choose the correct version for your needs. Please note, this year DCR has created separate columns for Transfer In and Transfer Out so everyone can see how money is moved and reconcile those transactions more easily. Make sure you enter negative numbers in the Transfer Out column to ensure the Adjusted Beginning Balance formula calculates correctly.
- If you have any specific adjustments needed for your District, please reach out to Blair Gordon so that she can make those changes.

- **Return of Funds Invoice.** As PY 2026 end of year reports are processed, all SWCDs with unobligated cost-share funds will receive an invoice and a letter containing instructions for returning both unobligated cost-share funds and the associated technical assistance funds.

• Ag and Cost Share Items

- **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 the 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.
- **Remember to use the Related Instances function in CAS** when a CCI practice follows an expired VACS BMP. More credit is given for a CCI linked to a functioning VACS BMP vs. a standalone CCI BMP.
- **Grazing Management Plans.** The SL-6N, SL-6W, SL-7 and SL-10 practices require a written grazing management plan. A grazing management plan is required for the SL-6N and SL-6W practices when more than three new grazing units are being created by the installation of interior cross fencing and must include all acres in the grazing system. When implementing a SL-7 or SL-10 practice, a grazing management plan is required for all acres in the grazing system.
- **PY26 Carryover Correspondence to Participants:** Remember to mail carryover participants an official notification that includes the date the carryover was approved by the Board of Directors and the new completion deadline. Ensure that the carryover section of Contract Part II has been completed.
- **Cost Share File Admin Audits (formerly known as Admin File Reviews) & Financial Audits:** If your district is scheduled for a financial audit in PY27 there will also be a cost share file admin audit. In which all Districts have a date on my calendar at this point. Thank you for your timely response for scheduling.
- **Out-of-District Practices:** Districts are expected to work within their designated service area. However, for cover crop and nutrient management practices with one-program year completion dates, Districts may take applications outside of their service area, provided that the District where the practice is located has agreed to the arrangement through formal board action. This agreement must occur before the practice can be approved by the District taking the application. All other types of practices must be signed up with the District that serves the practice location. Pilot practices, such as WFA practices, may only be signed up within the service area of the District participating in the pilot program.
  - For cover crop and nutrient management practices with one-program year completion dates, once formal board action is taken by both Districts, the District staff who created the BMP instance should enter a BMP comment with the dates that both SWCDs approved the arrangement.
- **Unfunded Requests in CAS**: As your SWCD goes through the process of ranking and funding applications, please make sure that all applications and their estimated dollar amounts are entered into CAS, including those that do not rank out for funding. It is anticipated that there may be a reallocation of funds in the Spring of 2027 and these applications may be used to determine reallocation amounts to SWCDs. Also, these applications are critical to demonstrate the need for additional funds in the OCB area.

Please ensure the following for applications that do not rank out for funding:
  - Projects should be entered in PY 2027 CAS with a status of Cancelled (when selecting the status of Cancelled, please make sure that the "Cancellation Reason" selected is Lack of Funding).
  - The appropriate measurements are filled in for the instance on the "Measurements" tab.
  - The "Programs" tab reflects appropriate information in the "Estimated/Requested Cost-Share Payments" section.
- **CY26 Random Verifications:** Most CY 2026 Random Verifications have either been completed and/or scheduled.
  - If your board has not already done so, please ensure that verification findings are discussed. The SWCD board should decide on the length of the grace period (up to six months) to be provided to participants to address problems found prior to recheck. This grace period should be noted in the minutes with a specific deadline. Keep in mind that as per the cost-share grant agreement, non-compliance issues including routine maintenance must be addressed within 180 days of the verification date. If issues have not been resolved at the close of the grace period, then proper steps must be taken promptly by the SWCD requiring the return of prorated funds to the SWCD. **Please continue to work with participants who have BMPs with maintenance needs and notify me as practices are brought back into compliance and entered into the Ag BMP Tracking Module of CAS.**
- **Clean Water Farm Award** nominations for Local and Grand Basin awards **are due October 1st.** 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.
- **Ag Outreach Event to Fulfill FY27 Admin/Ops Grant Agreement Deliverables: Plan NOW!** SWCDs should look at your FY27 calendar and start planning for the required agricultural community outreach event, to be held before 06/30/27. Remember the following criteria must be met per the grant agreement:
  #10 Hosted at least one agricultural community outreach event during the year that:
  - Was marketed through at least one venue that 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

Upcoming Training and Important Dates

- **September 4, 2026: ½ day off** Labor Day, all state offices closed
- **September 7, 2026:** Labor Day Holiday, all state offices closed
- **September 14-15, 2026:** VA Soil and Water Conservation Board Meeting, Robert Mill's farm, Pittsylvania County
- **September 23:** VASWCD Quarterly Board Meeting – Drury Hotel in Glen Allen
- **September 28, 2026:** Deadline for completing SPDA Account Verification with the Virginia Department of Treasury (https://spda.trs.virginia.gov/search) for the fourth quarter
- **September 30, 2026:** Agricultural Operations: Livestock training, Ferrum College 9am – 4pm. RSVP to Vanessa Lewis by 9/16. 3 DCR CP Contact Hours.
- **October 1, 2026:** CWFA Nominations for Local and Grand Basin award applications due to DCR
- **October 12:** Columbus Day Holiday, State Offices closed
- **November 3:** Election Day Holiday, State Offices closed
- **November 11:** Veterans Day Holiday, State Offices closed
- **November 25:** State Offices close at noon
- **November 26-27:** Thanksgiving Holiday, State Offices closed

- **December 6-8, 2024:** VASWCD Annual Meeting; Hotel Roanoke, Roanoke
- **December 9**: VSWCB Meeting, Hotel Roanoke, Roanoke
- **December 24-25:** Christmas Holiday, State Offices closed

cc: Blair Gordon, SWCD Operations Coordinator, Sara Bottenfield, Agricultural Incentives Program Manager, Angela W. Ball, PhD, DCR Western Area Manager

Electronically sent to SWCD offices 09/02/2026

USDA United States Department of Agriculture | Farm Production and Conservation | Natural Resources Conservation Service | Virginia/Grayson, Carroll, and City of Galax
208 Cranberry Rd
Galax Virginia 24333

GALAX SERVICE CENTER REPORT

NEW RIVER SWCD Board Meeting
September 21st, 2026

Program Updates/Deadlines:

- **Environmental Quality Incentives Program (EQIP)**

- Obligated 15 High Tunnels $700,198, 3 Forestry $38,449, and 13 RPP's $1,776136 for a total of $2,514,783. Received 1 more prior year funds livestock contract for $448,531. Bringing the yearly totals to 32 contracts for $2,963,314. Obligations are now completed for the year.

- FY 2026 144 payments on 268 items for $2,707,328.26

- **Conservation Stewardship Program (CSP)**

- All 3 applications are obligated for $480,920.

- **Agricultural Conservation Easement Program (ACEP)**

- 1 ALE application preapproved, currently working with the Easement Team with the contracting process.
- 1 Easement completed and paid for the year for a total of $1,016,500.00

- **Conservation Reserve Program/Conservation Reserve Enhancement Program (CRP/CREP)**

- Have additional conservation plans for reenrollments for the board to sign at tonight's board meeting.

BMP Projects/Partnership Activities

- Applied for NACD TA Grant for NRSWCD to continue the partnership on CREP/BMP's and with EQIP.

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Other Collaborations/Key Interactions Benefitting Districts

Local Working Group/Public Meetings

- Completed and submitted.

Outreach/Agency Activities/Events (dates)

- Attended 1 day of the Carroll Co Ag Fair Aug 25th

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

Earth Team Volunteer Program

VA NRCS Operational/Personnel Changes

- Area II AC permanent position is now open on USA Jobs.

Submitted By Nathan Osborne, District Conservationist

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