



# IDAHO SOIL & WATER CONSERVATION COMMISSION

## NOTICE OF REGULAR TELECONFERENCE MEETING & AGENDA Idaho Soil & Water Conservation Commission February 17, 2014, 1:30 – 5:00 pm MT

***The Riverside Hotel  
2900 W. Chinden Blvd.  
Liberty Room***

**TELECONFERENCE # (888) 706-6468 Passcode: 6913014**

The Commission will occasionally convene in Executive Session, pursuant to Idaho Code § 67-2345.  
Executive Session is closed to the public.

### AMERICANS WITH DISABILITIES ACT COMPLIANCE

*The meeting will be held in facilities that meet the accessibility requirements of the Americans with Disabilities Act. If you require special accommodations to attend, participate in, or understand the meeting, please contact the Idaho Soil & Water Conservation Commission at (208) 332-1790 or [Info@swc.idaho.gov](mailto:Info@swc.idaho.gov) so advance arrangements can be made.*

*Members of the public may address any item on the Agenda during consideration of that item. Those wishing to comment on any agenda item are requested to indicate so on the sign-in sheet in advance. Copies of agenda items, staff reports and/or written documentation relating to items of business on the agenda are on file in the office of the Idaho Soil & Water Conservation Commission in Boise. Upon request, copies can be emailed and will also be available for review at the meeting.*

	1.	WELCOME, SELF-INTRODUCTIONS, AND ROLL CALL	Chairman Wright
	2.	AGENDA REVIEW <i>Agenda may be amended after the start of the meeting upon a motion that states the reason for the amendment and the good faith reason the item was not included in the original agenda.</i>	Chairman Wright
	3.	PARTNER REPORTS	IASCD, NRCS, IDEA
	4.	ADMINISTRATION	Murrison
*#	a.	MINUTES <ul style="list-style-type: none"> <li>• January 29, 2014</li> </ul> ACTION: Approve	
*#	b.	FINANCIAL REPORT <ul style="list-style-type: none"> <li>• January, 30, 2014</li> </ul> ACTION: Approve	
*#	c.	ADMINISTRATOR'S REPORT <ul style="list-style-type: none"> <li>• NASCA Dues</li> </ul>	

(\*) Action Item

(#) Attachment

ACTION: Staff recommended action for Commission Consideration

Mon., Feb. 17, 2014 Regular Meeting Agenda

Date of Notice: Feb. 10, 2014



# IDAHO SOIL & WATER CONSERVATION COMMISSION

		<ul style="list-style-type: none"> <li>• IASCD request to allocate \$50,000 in Trustee &amp; Benefit Capacity Building funds to IASCD for distribution to districts</li> <li>• IASCD letter requesting \$1,500 donation for Envirothon</li> <li>• Division Meeting Assignments             <ul style="list-style-type: none"> <li>○ Division 3: 2/25 (Bruneau River host)</li> <li>○ Division 4: 3/12 (unk)</li> <li>○ Division 5: 3/19 (Portneuf host, Pocatello)</li> <li>○ Division 6: 3/20 (Butte host, Arco?)</li> <li>○ Division 2: 3/27 (unk)</li> <li>○ Division 1: 3/28 (Boundary host, Bonners Ferry)</li> </ul> </li> </ul> <p>ACTION: Consider approval of NASCA's annual dues, approve \$1,500 donation to IASCD to help fund the Envirothon in 2014.</p>	
5.		PROGRAMS	
*#	a.	DISTRICT SUPPORT SERVICES <ul style="list-style-type: none"> <li>• Field Staff Time Allocation &amp; District Support Service</li> </ul> ACTION: For information only	Murrison
*#	b.	RANGELAND CONSERVATION & RESOURCE DEVELOPMENT PROGRAM <ol style="list-style-type: none"> <li>1. Loan Portfolio Status Report</li> </ol> ACTION: For information Only	Hoebelheinrich
*#		<ol style="list-style-type: none"> <li>2. Loan Fund Financial Report (January 2014)</li> </ol> ACTION: Approve	
6.		OTHER BUSINESS	Chairman Wright
	a.	Reports	
7.		EXECUTIVE SESSION Executive Session is closed to the public. Under the relevant Idaho Code Sections noted below, all Board action will be taken publicly in open session directly following Executive Session.	
*#	a.	RESOURCE CONSERVATION & RANGELAND DEVELOPMENT PROGRAM: Pursuant to Idaho Code § 67-2345(d), the Commission will convene in Executive Session for the purpose of reviewing Loan Applications: <ol style="list-style-type: none"> <li>1. Loan # A-681</li> </ol> ACTION: For consideration and possible action	Hoebelheinrich
*	8.	ADJOURNMENT The next regular meeting is scheduled for March 13, 2014, in Boise. It will be rescheduled if it conflicts with Division meetings.	

(\*) Action Item

(#) Attachment

ACTION: Staff recommended action for Commission Consideration

Mon., Feb. 17, 2014 Regular Meeting Agenda

Date of Notice: Feb. 10, 2014



# Idaho Soil & Water Conservation Commission

650 W. State St., Room 145 • Boise Idaho 83720

Telephone: 208-332-1790 • Fax: 208-332-1799

www.swc.idaho.gov

Item #4a

## IDAHO SOIL & WATER CONSERVATION COMMISSION PUBLIC MEETING & TELECONFERENCE

**Date and Time:**

Wednesday, January 29, 2014  
From 10:00 am – 2:30 pm MST

**Location:**

Len B. Jordan Building  
650 W. State Street, Room B35  
Boise, Idaho

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DRAFT MINUTES

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**COMMISSION MEMBERS PRESENT:**

Norman Wright  
David Radford  
Leon Slichter

Jerry Trebesch  
Roger Stutzman

**COMMISSION STAFF PRESENT:**

Teri Murrison  
Cheryl Wilson  
Ali Hardy

Terry Hoebelheinrich  
Delwyne Trefz  
Jan Webster

**PARTNERS AND GUESTS PRESENT:**

Benjamin Kelly- IASCD  
Kit Tillotson- IASCD  
Rich McAllister, Division of Financial Management  
Jinny Cash- Idaho SWCD  
Robbie Taylor, IDEA

Steve Becker- IASCD  
Terry Halbert- North Side SWCD  
Harriet Hensley, Office of the Attorney General  
Dick Bronson- Former Commissioner  
Jeff Burwell- NRCS

**PARTNERS AND GUESTS PRESENT via teleconference:**

Carolyn Firth

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1 **ITEM #1: WELCOME AND ROLL CALL**

2 Chairman Wright called the meeting to order at 10:00 a.m. Roll call: Chairman Norman Wright,  
3 Commissioners Dave Radford, Jerry Trebesch, Roger Stutzman and Leon Slichter were present.

4

5 **ITEM #1b: LETTER OF APPRECIATION TO DICK BRONSON**

6 Action: Former Commissioner Bronson was recognized. Commissioner Stutzman moved to authorize the  
7 Chairman to sign the Letter of Appreciation. Commissioner Trebesch seconded the motion. Motion  
8 carried by unanimous vote.

9

10 **ITEM #4a: MINUTES**

11 Action: Commissioner Radford moved to approve the September 12, 2013 and November 19, 2013  
12 Minutes as submitted. Commissioner Stutzman seconded the motion. Motion carried by unanimous  
13 vote.

14

15 **ITEM #4b: FINANCIAL REPORTS**

16 Action: Commissioner Radford moved to approve the November 2013 and December 2013 Financial  
17 Reports as submitted. Commissioner Trebesch seconded the motion. Motion carried by unanimous  
18 vote.

19

20 **ITEM #5c: PROPOSED CONFLICT OF INTEREST POLICY**

21 Action: Commissioner Radford moved to approve the Proposed Conflict of Interest Policy as submitted.  
22 Commissioner Stutzman seconded the motion. Motion carried by unanimous vote.

23

24 **ITEM #7: ADJOURNMENT:**

25 The meeting was adjourned at 2:04 p.m. The next Commission meeting will be held on Monday,  
26 February 17, 2014 in Boise.

27

28 Respectfully submitted,

29

30

31

32 Jerry Trebesch, Secretary

33

SWC REPORT SUMMARY AS OF January 31, 2014

GENERAL FUND	PERSONNEL			OPERATING			CAPITAL OUTLAY			TRUSTEE & BENEFITS			CASH			
	BUDGET	ACTUAL EXPENSE thru End of	BALANCE	BUDGET	ACTUAL EXPENSE Thru End	BALANCE	BUDGET	ACTUAL EXPENSE Thru End	BALANCE	BUDGET	ACTUAL EXPENSE Thru End of Current	BALANCE	BEG CASH AT 7/1/13	PLUS TOTAL REC TO	LESS TOTAL EXP TO DATE	ACTUAL CASH BALANCE
FY14																
NDEX																
7101 MANAGEMENT ADMINISTRAT	205,000	120,240	84,760	54,815	42,787	12,028			0				259,815		163,027	96,788
7111 MANAGEMENT BOARD	3,000	969	2,031	8,975	5,105	3,870			0				11,975	0	6,074	5,901
7201 ADMIN & FIELD STAFF	456,000	277,332	178,668	114,440	64,557	49,883			0				570,440		341,889	228,551
7301 PROGRAMS	218,000	136,383	81,617	8,700	5,755	2,945			0				226,700	0	142,139	84,561
7310 DISTRICT ALLOCATIONS						0			0	1,103,200	1,103,200	0	1,103,200	0	1,103,200	0
7320 DISTRICT CAPACITY BUILDING						0			0	50,000	49,998	2	50,000	0	49,998	2
7350 CREP	123,400	74,326	49,074	11,470	5,692	5,778			0				134,870	0	80,018	54,852
TOTAL GENERAL FUND 0001	1,005,400	609,250	396,150	198,400	123,897	74,503	0	0	0	1,153,200	1,153,198	2	2,357,000	0	1,886,345	470,655
			60.60%			62.45%						100.00%				80.03%
7325 SWC PROFESSIONAL SERVICE	0	0	0	20,000		20,000			0	0	0	0	3,963	6	0	3,969
TOTAL FUND 0450	0	0	0	20,000	0	20,000	0	0	0	0	0	0	3,963	6	0	3,969
						0.00%										
DEDICATED FUND	PERSONNEL			OPERATING			CAPITAL OUTLAY			CASH						
FY14	BUDGET	ACTUAL EXPENSE thru End of Current	BALANCE	BUDGET	ACTUAL EXPENSE Thru End of	BALANCE	BUDGET	ACTUAL EXPENSE Thru End of	BALANCE	BEG CASH AT 7/1/13	PLUS TOTAL REC TO DATE	LESS TOTAL EXP TO DATE	ACTUAL CASH BALANCE End of			
7351 RCRDP LOAN ADMINISTRATIO	146,000	87,325	58,675	146,000	29,201	116,799	0	0	0	5,747,001	430,148	116,526	6,060,623			
TOTAL RCRDP ADMIN 0522-01	146,000	87,325	58,675	146,000	29,201	116,799	0	0	0	5,747,001	430,148	116,526	6,060,623			
			59.81%			20.00%										
7361 REVOLVING LOAN - DEQ	0	0	0	30,000	1,646	28,354	0	0	0	22,790	36	1,646	21,180			
TOTAL DEQ LOAN 0529-16	0	0	0	30,000	1,646	28,354	0	0	0	22,790	36	1,646	21,180			
						5.49%										



## IDAHO SOIL & WATER CONSERVATION COMMISSION

Item #4c

**TO: CHAIRMAN WRIGHT AND COMMISSIONERS RADFORD, STUTZMAN, SLICHTER, AND TREBESCH**  
**FROM: TERI MURRISON, ADMINISTRATOR**  
**DATE: FEBRUARY 7, 2014**  
**RE: ADMINISTRATOR'S REPORT**

### **ACTIVITIES**

Since last month's JFAC presentation, staff was scheduled to present before three germane committees (Senate Ag, House Resources, and House Environment) and Commissioner Slichter for confirmation, as well. On February 12, the Commission will hold our 75<sup>th</sup> anniversary celebration in the Capitol. A verbal report will be made at your meeting.

### **NASCA DUES**

Attached is a copy of the invoice received for annual dues to the state conservation agencies association, NASCA. In the past, your Board has opted not to pay the dues. NASCA has granted us a complimentary membership due to the economic times. Staff requests direction on whether to decline to pay the invoice again this year.

### **IASCD request to allocate \$50,000 in Trustee & Benefit Capacity Building funds to IASCD for distribution to districts**

At your last meeting, IASCCD asked that we examine the feasibility of contracting with them to distribute the \$50,000 in Trustee & Benefit funding that goes toward capacity building activities. I informed the Board that we learned several months ago that Trustee & Benefit funds can only go directly to districts relative to last year's practice of purchasing licenses for districts for online training and offered to investigate further with DFM and counsel. We'll give a report at your meeting.

### **IASCD LETTER REQUESTING \$1,500 DONATION FOR ENVIROTHON**

Attached is a copy of IASCD's annual request for a Commission donation of \$1,500 to support the Envirothon. Your Board has traditionally funded its donation from the General Fund and also provides two staff members to assist IASCD during the event (donating their travel, time, and wages). A donation of \$1,500 out of the General Fund was approved in your FY 2014 Budget Blueprint. Staff recommends your authorization of that \$1,500 donation.

### **DIVISION MEETING ASSIGNMENTS**

IASCD Division meetings have been scheduled for the following dates. We request the Chair assigns Commissioner representation at each meeting. These meetings are also attended by the administrator, loan officer, members of the leadership team, and staff working within the appropriate divisions.



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CONSERVATION COMMISSION

- Division 3: 2/25 (Bruneau River host, location TBD)
- Division 4: 3/12 (location TBD)
- Division 5: 3/19 (Portneuf host, Pocatello)
- Division 6: 3/20 (Butte host, Arco?)
- Division 2: 3/27 (location and host TBD)
- Division 1: 3/28 (Boundary host, Bonners Ferry)

**REQUESTED ACTION:** Consider approval of NASCA's annual dues, approve \$1,500 donation to IASCD to help fund the Envirothon in 2014.

Attachments:                   NASCA invoice for annual dues  
                                      IASCD letter requesting Envirothon donation

# NASCA

NATIONAL ASSOCIATION OF  
STATE CONSERVATION  
AGENCIES

P. O. Box 211  
HARTLY, DE 19953  
PHONE: 302-492-8881  
WWW.NASCANET.ORG

RECEIVED

DEC 20 2013

IDAHO SOIL & WATER  
CONSERVATION COMMISSION

December 3, 2013

Sara Schmidt  
State of Idaho  
Soil and Water Conservation Commission  
650 W. State St. Room 145  
Boise, ID 83702

Dear Sara Schmidt:

NASCA members realize a tremendous value as a result of their participation with the organization. Through exposure to their counterparts from all over the country, the NASCA network facilitates information exchange between all of our members. Using membership dues, our association is able to provide tools and resources utilizing this network, enhancing every state's capacity to deliver conservation effectively and efficiently. This benefit alone is a valuable return on investment for member state agencies.

NASCA asks that you support the organization in two ways: the first is financially by paying 2014 NASCA dues; and secondly by actively participating in the organization. NASCA provides a number of services to its membership, and each of these is enhanced when more members get involved. A few examples are explained in detail at <http://www.nascanet.org/index.php/about-us/benefits-of-membership>. Please feel free to contact me at any time to discuss current NASCA activities and what issues are most critical to your state. I believe NASCA best serves its members when we are engaged in those conservation issues of key concern to our membership, so your feedback is critical to our success. My cell number is (302)270-8624 if you cannot reach me at my office number listed above. You can also reach me via email at [mike-brown@nascanet.org](mailto:mike-brown@nascanet.org).

Thank you again for supporting NASCA. I look forward to another prosperous year in 2014 and working closely with as many of our member states as possible!

Sincerely,



Mike Brown  
NASCA executive Director

Enclosure (1)





NASCA  
P.O. Box 211  
Hartly, DE 19953

## INVOICE

Bill to:	Invoice #	Date
State of Idaho Soil and Water Conservation Commission 650 W. State St. Room 145 Boise, ID 83702	2014-112	12-03-2013

Description	Amount
NASCA Annual Membership Services 2014	3,000

*Thank You!*  
Partial Payments are welcome

**NASCA's Tax ID#: 52-1316337**

**Checks Payable to NASCA**

Please send vendor update forms to the contact address or email to Mike Brown

**Contact:**

Mike Brown [mike-brown@nascanet.org](mailto:mike-brown@nascanet.org)

(302) 492-8881

P.O. Box 211

Hartly, DE 19953



# Idaho Association of Soil Conservation Districts

55 Sw 5th Av., Ste 100  
Meridian, ID 83642  
(208) 895-8928

## 2014 Board of Directors

### **President**

Kit Tillotson  
Box 701  
Lava Hot Springs, ID  
83246  
(Division V)

### **Vice-President**

Billie Brown  
PO Box 293  
St. Maries, ID  
83861  
(Division I)

### **Secretary**

Rick Rodgers  
2805 North 700 East  
Castleford, ID  
83321  
(Division IV)

### **Treasurer**

Steve Becker  
17603 Morscheck Rd.  
Genesee, ID  
83832  
(Division II)

### **Director**

Art Beal  
9450 Hayes St.  
Sweet, ID  
83670  
(Division III)

### **Director**

Lynn Bagley  
1402 West 8000 South  
Victor, ID  
83455  
(Division VI)

## Staff

**Executive Director**  
Benjamin Kelly

Idaho Soil & Water Commission  
% Teri Murrison  
650 W. State Street, Rm 145  
Boise, ID 83702

January 24, 2014

Dear Teri,

Thank you for your past support of the Idaho Envirothon. The Idaho Association of Soil Conservation Districts and the Idaho Envirothon State Committee would like to ask for your continued support or donation for the Idaho State Envirothon Competition.

The Idaho Envirothon is a hands-on environmental problem solving competition for high school aged students. The Idaho Competition averages 196 students from all over the state, competing annually. This year's competitions will again be held May 5<sup>th</sup> and 6<sup>th</sup> at the Living Water Ranch in Challis Idaho. This is a very exciting program and we are pleased to education so many young students about our nations very important natural resources. To read more about the Idaho State Envirothon go to our new website at [www.idahoenvirothon.weebly.com](http://www.idahoenvirothon.weebly.com).

Participating teams complete training and testing in five natural resource categories: Soils & Land Use, Aquatic Ecology, Forestry, Wildlife, and a current issue topic that is developed annually. This year's current issue is "**Sustainable Local Agriculture/Locally Grown**".

Teams all across the United States and Canada compete at local competitions. The winning team from each state or province advance on to compete at the International Competition. The 2014 National Competition will be held in Athens, Georgia on July 20<sup>th</sup> through the 24<sup>th</sup>.

Your monetary support would be greatly appreciated. We look forward to hearing from you soon.

Respectfully,

Kit Tillotson  
IASCD President

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Please clip and return donation to: Bear Lake Soil & Water Conservation District  
785 North 4<sup>th</sup> Street, Suite B  
Montpelier, Idaho 83254

Make Donation out to: Idaho Association of Soil Conservation Districts

Amount of Donation: \$ \_\_\_\_\_

Donation Received From: \_\_\_\_\_



IDAHO SOIL & WATER  
CONSERVATION COMMISSION

Item #5a

**TO: CHAIRMAN WRIGHT, COMMISSIONERS RADFORD, STUTZMAN, TREBESCH, AND SLICHTER**  
**FROM: TERI MURRISON, ADMINISTRATOR**  
**DATE: FEBRUARY 7, 2014**  
**RE: FIELD STAFF TIME ALLOCATION AND DISTRICT SUPPORT SERVICES UPDATE**

As you know, the implementation of a process by which the Commission allocates its scarce human resources has been controversial, though necessary. Commissioners desired that districts be involved in the design of the process and then directed staff to adjust the process to reflect lessons learned in our first year of implementation. We've held a number of planning meetings and listening sessions to balance districts' needs for technical assistance with our responsibilities to manage programs under statute. In addition, to understand its impacts on our staff, Diane Blume of the Department of Administration conducted a confidential survey of field staff for us in December, asking them to share opinions and perspectives on the district support technical assistance allocation process. Nine field staff responded. It is apparent from their responses that they were commenting on the process as it existed last year vs. the changes directed by the Commission in November. Many, but not all of the changes address their concerns.

#### **Staff Input**

In a nutshell, field staff don't like the process, feel it's unnecessary, inefficient, cumbersome, too rigid, and should be done away with or modified. They are in favor of returning to a system where individuals determine priorities and workload.

Among the other comments were that they're: not in favor of time tracking because of the time it takes; need more time allocated to do administrative tasks; and felt too much time was allocated to preparing TMDL implementation plans without sufficient instruction on what needs to be done. Also, the process makes it more difficult to assist districts; makes districts compete for staff time; looks too far into the future (one year ahead is more time than many districts know about projects); there's no allowance for projects that take longer than the estimated hours; time allocated to districts should be allowed to be reallocated to a replacement task or project; districts aren't comfortable participating in the process; requests should be for a blanket number of hours with flexibility on how they are used; districts may not even know how the Commission can help them; districts should be able to use Commission staff time as a match on grant applications; staff should be able to attend more district meetings; the administrator gave the TAWG process a pre-determined outcome to "blame" districts and districts stopped participating or felt like "scapegoats"; the process perpetuates a power struggle between the Commission and districts; is an attempt by the Commission to "step away from its responsibilities to districts", has caused some to "openly question the need for the Commission"; it micromanages; and is causing districts to find other partners, making the Commission irrelevant.



## IDAHO SOIL & WATER CONSERVATION COMMISSION

Their top recommendation was that the process, if it has to exist, should be more flexible and allow them more discretionary time with which to take on unplanned district technical assistance requests. It was suggested also to allow each district a minimum amount of time (more discretionary time) and use the technical assistance allocation for anything over that time, establish deliverables for district requests vs. hours, make the process optional, cap the number of hours a district can request, focus more on building relationships with conservation partners, compare projected hours and needs with actual hours and productivity to prioritize work, let field staff work with districts to assign technical assistance, and allocate project time, attend more district meetings, and be evaluated on deliverables vs. allocated hours.

### **Commission Direction**

After six months of intensive outreach to districts and additional Technical Assistance Work Group (TAWG) recommendations on tweaks to the process, Commissioners adjusted the technical assistance allocation process based on lessons learned during the first year of implementation. Your Board directed staff to make the following changes to the FY 2015 Technical Assistance Allocation Process:

- Districts are still required to submit requests in March for technical assistance during the following fiscal year, but Commission staff will adjust the amount of discretionary and district support hours to allow for additional flexibility.
- Each Division will determine their own evaluation process for a 1-year pilot program to begin in March 2014 (including whether or not to utilize criteria adopted in FY 2012). At the end of the year, the Commission will evaluate all processes, solicit input from the TAWG and districts, and will adopt a single process going forward.
- Request form - Commission will enable spell-checking of fields, simplify request form to 2 pages, including written description of project, total number of hours requested, narrative paragraphs on project support (not letters of support), plans for publicizing, permitting, and maintaining the project. They will also include a signed district certification form. Within existing 2012 TAWG ranking criteria, extra points will be awarded to districts that haven't had technical assistance in past 3 years.
- Commission staff may be shifted to temporarily cover district needs in situations where geographic conditions and skill sets permit.
- Districts awarded technical assistance hours may request reallocation of project hours if they don't use them all on the awarded project. Requests to reallocate hours must be made in writing and preapproved by Delwyne Trefz and field staff's direct supervisor.
- Delwyne will continue to educate district staff, supervisors, and Commission staff on the process to ensure everyone understands. Commission technical assistance staff may participate in district deliberations on possible assistance requests and Delwyne will attend meetings virtually as requested to assist districts in brainstorming possible requests.



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CONSERVATION COMMISSION

Subsequent to receiving staff's comments, members of the Leadership Team met to develop workload estimates for FY 2015. Delwyne Trefz will be at your meeting to present the results and the estimated division of labor between district support and programs.

RECOMMENDED ACTION: For information only



SOIL & WATER  
CONSERVATION COMMISSION

**COMMISSION**

**Item 5b1**

H. Norman Wright  
Chairman

Roger Stutzman  
Vice Chairman

Jerry Trebesch  
Secretary

Dave Radford  
Commissioner

Leon Slichter  
Commissioner

Teri A. Murrison  
Administrator

**TO: CHAIRMAN WRIGHT, COMMISSIONERS STUTZMAN, RADFORD, SLICHTER,  
AND TREBESCH**  
**FROM: TERRY HOEBELHEINRICH, LOAN OFFICER**  
**DATE: February 10, 2014**  
**RE: RESOURCE CONSERVATION AND RANGELAND DEVELOPMENT PROGRAM  
UPDATE**

Since your last meeting, the following activities have conducted by staff:

Marketing (historical)	<ul style="list-style-type: none"><li>• Booth Display<ul style="list-style-type: none"><li>○ Spokane Ag Expo (Feb. 4-6)</li></ul></li></ul>
Marketing (planned)	<ul style="list-style-type: none"><li>• Booth Display<ul style="list-style-type: none"><li>○ Idaho Forest Owners Association (March 24,25)</li><li>○ South Idaho Direct Seed Workshop (March 6, Idaho Falls, ID Wheat Commisison)?</li></ul></li><li>• Presentation<ul style="list-style-type: none"><li>○ Idaho Forest Owners Association?</li></ul></li></ul>
	<ul style="list-style-type: none"><li>• 4 loan inquiries have been received since the last update</li></ul>
RCRDP Financial Report	<ul style="list-style-type: none"><li>• January 2014 reports (attached)</li></ul>
Delinquencies	<ul style="list-style-type: none"><li>• 2 delinquencies, with details to be provided in executive session</li></ul>

**ACTION:** For information only

FY14 RCRDP - JANUARY 2014		
YEAR TO DATE		
BEGINNING CASH BALANCE at 12/31/2013	\$ 6,028,297.82	\$ 5,747,220.29
Increase of Funds	January 2014	Fiscal Year 2014
2515 - Interest Income:	\$ 1,472.29	\$ 8,965.34
2523 - Loan Interest:	\$ 12,025.21	\$ 94,464.37
2535 - Default Interest: (late fees)	\$ 151.56	\$ 2,135.18
Principal payments received	\$ 50,298.25	\$ 741,438.04
Suspense - payment not yet reported	\$ 797.42	\$ 797.42
Expenditure Adjustment (rvs pcard charges)	\$ 46.32	\$ 276.32
Professional Services Refund	\$ -	\$ -
Payroll Expenditure Adjustment	\$ -	\$ -
Loan Refunds		\$ 131.96
<b>TOTAL INCREASES</b>	<b>64,791.05</b>	<b>848,208.63</b>
<b>ADJUSTED CASH BALANCE</b>	<b>\$ 6,093,088.87</b>	
Decrease of Funds		
Personnel Costs	\$ (15,707.68)	\$ (87,325.01)
Operating Expense	\$ (7,139.84)	\$ (23,309.00)
P Card Payment		\$ (1,627.72)
Expenditure Not Encumbered		\$ (2,141.88)
State Holdback		
Loan Disbursements	\$ (7,000.00)	\$ (417,652.00)
Capital Outlay	\$ -	
Suspense Cleared	\$ -	
Refund of Revenue	\$ -	\$ -
Refund from loan Payments		\$ (131.96)
<b>TOTAL DECREASES</b>	<b>(29,847.52)</b>	<b>(532,187.57)</b>
<b>ENDING CASH BALANCE at 01/31/2014</b>	<b>\$ 6,063,241.35</b>	<b>\$ 6,063,241.35</b>
3% Minimum Contingency Reserve		\$ (121,656.25)
P Card Liability		\$ (300.77)
Funds Approved - Not Disbursed		\$ (18,428.40)
<b>FUNDS AVAILABLE TO LOAN</b>		<b>\$ 5,922,855.93</b>
Pending Approval		\$ -
Funds Available		\$ 5,922,855.93
<b>LOAN STATUS REPORT: JANUARY</b>		
Outstanding Principal Loan Balance		\$ 4,098,506.64
Disbursements		\$ 7,000.00
Principal payments made		\$ (50,298.25)
Adjustments to STARS balance		
<b>ADJUSTED PRINCIPAL LOAN BALANCE as of 01/31/2014</b>		<b>\$ 4,055,208.39</b>
Previous report number of active loans	109	
New Loans	0	
Loans Paid Off	-2	
Current Month number of active loans	107	
Past Due Accounts	2	