



IDAHO SOIL & WATER CONSERVATION COMMISSION

NOTICE OF REGULAR TELECONFERENCE MEETING & AGENDA Idaho Soil & Water Conservation Commission April 10, 2014, 8:00 a.m. to 12:00 p.m. MT

Idaho State Capitol Building
700 West Jefferson Street, Room EW 42
Boise, Idaho 83702

TELECONFERENCE # (888) 706-6468 Passcode: 6913014

Live streaming is available online at: <http://www.idahoptv.org/insession/leg.cfm>

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 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, DFM, Admin.
	4.	ADMINISTRATION	
*#	a.	Minutes 1. March 13, 2014 ACTION: Approve	Chairman Wright
*	b.	Financial Report <i>(to follow under separate cover or be distributed at the meeting)</i> 1. March 31, 2014 ACTION: Approve	Murrison
#	c.	Administrator's Report • Activities	Murrison

(*) Action Item

(#) Attachment

ACTION: Staff recommended action for Commission Consideration

Thurs., Apr. 10, 2014 Regular Meeting Agenda

Date of Notice: Apr. 3, 2014

		<ul style="list-style-type: none"> NASCA Envirothon Update May Commission meeting update <p>ACTION: For information only</p>	
*#	d.	<p>FY 2015 Budget Blueprint</p> <p>ACTION: Approve</p>	Murrison
	5.	PROGRAMS	
#	a.	<p>District Support Services Update</p> <p>1. District Technical Assistance Requests, Review Process & Timeline</p> <p>ACTION: For information only</p>	Trefz
#	b.	<p>Rangeland Conservation & Resource Development Program</p> <p>1. Program Activities</p> <p>ACTION: For information only</p>	Hoebelheinrich
*#	c.	<p>Rangeland Conservation & Resource Development Program</p> <p>1. Loan Fund Financial Report (February 2014)</p> <p>ACTION: Approve</p>	Hoebelheinrich
	6.	OTHER BUSINESS	Chairman Wright
	a.	<p>Reports</p> <p>ACTION: For information only</p>	
	7.	<p>EXECUTIVE SESSION</p> <p><i>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.</i></p>	
*#	a.	<p>Rangeland Conservation & Resource Development Program</p> <p><i>Pursuant to Idaho Code § 67-2345(d), the Commission will convene in Executive Session for the purpose of reviewing Loan Applications:</i></p> <p>1. Loan # A-676</p> <p>2. Loan # A-684</p> <p>3. Loan # A-685</p> <p>4. Loan # A-240</p> <p>ACTION: For consideration and possible action</p>	Hoebelheinrich
*#	b.	<p>RESOURCE CONSERVATION & RANGELAND DEVELOPMENT PROGRAM</p> <p><i>Pursuant to Idaho Code § 67-2345(f), the Commission will convene in Executive Session for the purpose of discussing controversies not yet being litigated but imminently likely to be litigated.</i></p> <p>1. Loan #A-517</p> <p>ACTION: For consideration and possible action</p>	Hensley
*	8.	<p>ADJOURNMENT</p> <p><i>The next regular meeting is scheduled for May 7 or 8, 2014, location TBD.</i></p>	

(*) Action Item

(#) Attachment

ACTION: Staff recommended action for Commission Consideration

Thurs., Apr. 10, 2014 Regular Meeting Agenda

Date of Notice: Apr. 3, 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:

Thursday, March 13, 2014
From 1:00 – 5:00 pm MST

Location:

Len B. Jordan Building, Room B09
650 W. State Street
Boise, Idaho

DRAFT MINUTES

COMMISSION MEMBERS PRESENT:

Norman Wright
Roger Stutzman
Dave Radford
Leon Slichter

COMMISSION MEMBERS PRESENT via teleconference:

Jerry Trebesch

COMMISSION STAFF PRESENT:

Teri Murrison
Terry Hoebelheinrich
Cheryl Wilson
Jan Webster
Ali Hardy

COMMISSION STAFF PRESENT via teleconference:

Chuck Pentzer

PARTNERS AND GUESTS PRESENT:

Harriet Hensley, Office of the Attorney General
Rich McAllister, Division of Financial Management

PARTNERS AND GUESTS PRESENT via teleconference:

Jeff Burwell, Natural Resources Conservation Service

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

2 Chairman Wright called the meeting to order at 1:08 p.m. Roll call: Chairman Norman Wright,
3 Commissioners Roger Stutzman, Dave Radford, and Leon Slichter were present. Commissioner
4 Jerry Trebesch was present via teleconference.

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6 **ITEM #4a: MINUTES**

7 Action: Commissioner Radford moved to approve the February 17, 2014 Minutes as submitted.
8 Commissioner Trebesch seconded the motion. Motion carried by unanimous vote.

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

11 Action: Commissioner Radford moved to approve the February 28, 2014 Financial Report as
12 submitted. Commissioner Stutzman seconded the motion. Motion carried by unanimous vote.

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14 **ITEM #4c: ADMINISTRATOR'S REPORT**

15 Action: None, for information only.

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17 **ITEM #6a: REPORTS**

18 Action: None, no reports given.

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20 **ITEM #7: EXECUTIVE SESSION**

21 Action: Commissioner Radford moved to enter into Executive Session pursuant to Idaho Code
22 §67-2345(d) for the purpose of reviewing Loan Applications, and pursuant to Idaho Code § 67-
23 2345(f), for the purpose of discussing controversies not yet being litigated but imminently likely
24 to be litigated, and pursuant to Idaho Code § 67-2345(b), for the purpose of considering the
25 evaluation of a public employee. Commissioner Stutzman seconded the motion. Roll call vote
26 was taken. Motion carried by unanimous vote.

27
28 Executive session commenced at 2:04 p.m. Ms. Murrison, Mr. Hoebelheinrich, Ms. Wilson, Ms.
29 Webster, Ms. Hardy, and Deputy Attorney General Harriet Hensley were invited to stay for Item
30 #7a1 and #7b1 during Executive Session.

31
32 Executive Session ended at 4:15 p.m. Commissioners reconvened in Open Session at 4:17 p.m.
33 and took the following action:

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35 **ITEM #7a1: LOAN # A-682**

36 Action: Commissioner Radford moved to approve Loan #A-682 pursuant to the loan officer
37 recommendation as the application meets criteria for conservation benefit and meets the loan
38 criteria established in IDAPA 60.05.01 and loan policy. Commissioner Stutzman seconded the
39 motion. Motion carried by unanimous vote.

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41 **ITEM #7b1: LOAN # A-517**

42 Action: None, for information only

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44 **ITEM #7c: HUMAN RESOURCES: EMPLOYEE PERFORMANCE REVIEW**

45 Action: None, for information only

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ITEM #5a: RANGELAND CONSERVATION & RESOURCE DEVELOPMENT PROGRAM LOAN PORTFOLIO STATUS REPORT

Action: None, for information only.

ITEM #8: ADJOURN:

The meeting was adjourned at 4:27 p.m. The next Commission meeting will be held on Thursday, April 10, 2014 in Boise.

Respectfully submitted,

Jerry Trebesch, Secretary

DRAFT

SWC REPORT SUMMARY AS OF March 31, 2014

GENERAL FUND	PERSONNEL			OPERATING			CAPITAL OUTLAY			TRUSTEE & BENEFITS			CASH			
	BUDGET	ACTUAL EXPENSE thru End of	BALANCE	BUDGET	ACTUAL EXPENSE Thru End of	BALANCE	BUDGET	ACTUAL EXPENSE Thru End of	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																
INDEX																
7101 MANAGEMENT ADMINISTRATIVE	205,000	155,217	49,783	54,815	44,099	10,716			0			259,815		199,316	60,499	
7111 MANAGEMENT BOARD	3,000	2,261	739	8,975	7,759	1,216			0			11,975	0	10,020	1,955	
7201 ADMIN & FIELD STAFF	456,000	348,310	107,690	114,440	74,542	39,898			0			570,440	200	422,852	147,788	
7301 PROGRAMS	218,000	171,123	46,877	8,700	6,248	2,452			0			226,700	0	177,372	49,329	
7310 DISTRICT ALLOCATIONS						0			0	1,103,200	1,103,200	0	0	1,103,200	0	
7320 DISTRICT CAPACITY BUILDING						0			0	50,000	49,998	2	0	50,000	49,998	
7350 CREP	123,400	93,626	29,774	11,470	6,735	4,735			0			0	0	100,361	34,509	
TOTAL GENERAL FUND 0001	1,005,400	770,537	234,863	198,400	139,383	59,017	0	0	0	1,153,200	1,153,198	2	2,357,000	200	2,063,119	294,081
			76.64%			70.25%						100.00%				87.53%
7325 SWC PROFESSIONAL SERVICE	0	0	0	20,000	443	19,557			0	0	0	0	3,963	8	443	3,528
TOTAL FUND 0450	0	0	0	20,000	443	19,557	0	0	0	0	0	0	3,963	8	443	3,528
						2.22%										
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 ADMINISTRATIVE	146,000	109,693	36,307	146,000	52,632	93,368	0	0	0	5,747,001	700,253	162,325	6,284,929			
TOTAL RCRDP ADMIN 0522-01	146,000	109,693	36,307	146,000	52,632	93,368	0	0	0	5,747,001	700,253	162,325	6,284,929			
			75.13%			36.05%										
7361 REVOLVING LOAN - DEQ	0	0	0	30,000	5,505	24,495	0	0	0	22,790	637	5,505	17,921			
TOTAL DEQ LOAN 0529-16	0	0	0	30,000	5,505	24,495	0	0	0	22,790	637	5,505	17,921			
						18.35%										



IDAHO SOIL & WATER
CONSERVATION COMMISSION

Item #4c

TO: CHAIRMAN WRIGHT AND COMMISSIONERS RADFORD, STUTZMAN, SLICHTER, AND TREBESCH
FROM: TERI MURRISON, ADMINISTRATOR
DATE: APRIL 1, 2014
RE: ADMINISTRATOR'S REPORT

ACTIVITIES

Division Meetings: To date, staff and commissioners have attended all Spring Division meetings. In addition to information provided on the FY 2015 ISWCC appropriations bill and 2014 Legislative Session, information was provided on the RCRDP Loan program, and Delwyne Trefz went over the L-Team's field staff capacity planning and available hours to be allocated between district support and programs. Districts have expressed encouragement for the increased flexibility and appreciation for the changes made to the process.

NASCA Envirothon Update

Attached is a copy of an update on the status of the Envirothon. In a nutshell, the previously separate organizations the North American Envirothon (NAE) and the National Conservation Foundation have merged and will re-launch the competition in Missouri next year.

May Commission Meeting

Late last year it was proposed that your May meeting be held in Northern Idaho in conjunction with the Idaho State Forestry Contest on May 8th at the Delay Farm in Careywood. Attached for your information is the February 2014 Newsletter.

Historically, the Commission tries to meet in different parts of the state annually. In June 2011, your Board met in Sandpoint, and in September 2013, in Buhl. In addition, a Commission meeting was held in Idaho Falls in conjunction with the 2012 IASCD Conference and another will be held in November 2014 in Lewiston.

The estimated budget for a North Idaho meeting attended by all five Commissioners and 5 staff (Terry Hoebelheinrich, Delwyne Trefz, Ali Hardy, Bill Lillibridge, and myself) would include mileage to Boise and home for Commissioners, parking, per diem, hotel, honorarium for Commissioners, car rental, meeting room, and airfare. The cost would be about \$7,500 (see attached table). Staff will make a recommendation for your consideration at your meeting after review of the March 2014 Monthly Financial Report.

RECOMMENDED ACTION: For information only

Attachments:

- NASCA Envirothon Update
- February 2014 State Forestry Contest Newsletter
- North Idaho Commission Meeting Travel Budget

March 15, 2014

Dear Envirothon Provincial and State Participants, and Envirothon Partners,

We are writing to provide you with an update on Envirothon activities occurring over the past few weeks. We have heard from several states and individuals expressing their support to assist in assuring that the Envirothon competition continues for our young conservation leaders of the future. While efforts continue on the state and provincial level to carry out the regular Envirothon programs, NCF and its partners are working tirelessly to define a path forward. This report will give you some background information as well as some current and future program details. We will continue with regular updates.

North American Envirothon – Update

Statement from the Envirothon Partnership - North American Envirothon (NAE), National Conservation District Employees Association (NCDEA), NACD Presidents Association (PA), National Association of Conservation Districts (NACD), National Association of State Conservation Agencies (NASCA), & National Conservation Foundation (NCF)

Background: The NCF has been in existence for more than fifty years. Created by NACD, the Foundation has existed through several different names and by-law changes, including establishing a separate board of directors in the 1990s. While the governance of NACD has also undergone changes during this period, it has maintained a close working relationship with the Foundation, including having a number of NACD board members serving on the Foundation Board of Trustees, approving changes in the Foundation Bylaws, and approving appointments of new Foundation Trustees.

During this time, the Foundation has provided funding for a number of conservation efforts including the national annual land and range judging contest in Oklahoma, some limited funding in support of the Envirothon, an annual \$10,000 award to a winning conservation district and other miscellaneous conservation initiatives. In 2013, the Foundation agreed to take on one of its largest challenges and opportunities by becoming the home of the North American Envirothon. The NAE approved a merger plan on August 5, 2013 at its meeting in Montana. Since the approval of the merger plan, the Foundation has been working on the implementation process which involves accepting the leadership for the Envirothon beginning next month.

The NCF began providing operating funds to the NAE in November, while the NAE was taking steps to close out and merge. On February 3, 2014, a critical decision was made by the NAE to cancel its Memorandum of Understanding with the Georgia Envirothon Council, the planned host of the 2014 competition. The NCF Board of Trustees considered the situation on February 5, including the recommendation from the Operating Committee to try to go forward with the 2014 event. Its conclusion was that it was going to be difficult, if not impossible, to conduct a successful competition this year, primarily due to inadequate funding. Subsequently, many regional and state leaders also worked diligently to see if they could raise the necessary funds so that a 2014 in-person competition could still be held.

Current Situation: The NAE will be officially closed by March 31, 2014.

The two current Envirothon staff members, Clay Burns and Debbie Waycott, have both agreed to remain as part time consultants for a period of transition time. They will begin their new roles on April 1. Their

institutional knowledge will be extremely helpful during this period. We thank them for their dedication to the Envirothon enterprise. Their future contact information will be provided in the next update.

NCF will be assuming the accounts payable as well as taking on the charge, with its Envirothon Operating Committee, to re-launch the Envirothon with a focus on fundraising for both the short and long-term success of the program.

For 2014, the Partnership plans to work with all state and provincial participants to provide what help we can, including suggestions for alternative activities to the 2014 in-person international competition.

We have received initial approval from Canon for some limited 2014 financial support. Details on this support will be announced as soon as we secure a contract from Canon. All scholarships earned in past years will still be paid as students and schools turn in their appropriate paperwork. Additional information will be released as we work out further details.

We also anticipate providing the learning objectives for the 2015 competition in Missouri by early next month, so that states and provinces can begin to use them in their planning for next year.

Contact: The Envirothon website will remain in operation and will be updated as information changes. We will keep you posted on phone and email contact information as it changes. As always, the NCF can be reached at 202-547-6223 x105 and/or individual trustees can be reached by email and phone. **All future membership fee payments from Envirothon State and Provincial participants should be made out to: NCF Envirothon, and sent to: National Conservation Foundation, 509 Capitol Court, N.E. Washington D.C. 20002.**

The Envirothon Partnership continues to work together to find the funding and other support necessary to re-launch the North American Envirothon. We are quite confident this great program will have support for the long-term. We thank all of the partners as well as state, provincial, and regional leaders for their efforts to find funds, and also for the continued support of the Envirothon merger plan.

We hope this update answers many of the concerns and questions of the Envirothon community. If you have questions or would like further information, please feel free to contact any one of us.

Sincerely,

Sandy Huey, Chair NAE

Earl Garber, President NACD

Irene Moore, President NCDEA

Pat Sueck, President NACD Presidents Association

Mike Thralls, President NASCA

Steve Robinson, President NCF

P.S. "I want to thank all of the Envirothon participants and supporters for their ongoing contributions to this great program for high school students throughout Canada and the USA. While NAE will be going out of existence as an organization later this month, the Envirothon as an enterprise will continue. In fact the merger plan we adopted last August holds promise for an even greater program for the future. I also thank all of the staff, volunteers, and donors, that have helped make the Envirothon such a success over the years. Finally I thank this partnership of NACD, NCDEA, PA, NASCA, & NCF for being supportive and helpful through this transition year. It is not easy for any of us and I know each partner has gone beyond what he or she normally does to help make our plans happen. Please also use the statement above from the Envirothon partnership for help in communicating Envirothon news, as we know it today."

- *Sandy Huey, Chair of the NAE Board of Directors*



FORESTRY CONTEST

February 2014 NEWSLETTER

Welcome to the 32nd Idaho State Forestry Contest!

Coaches and Contestants: May 8, 2014, is the date to put on your calendar to participate in the 32nd Idaho State Forestry Contest! **Pre-registration is mandatory** and forms are included with this newsletter. On contest day, plan to arrive by 8am so registration can be completed and your group can join in the 9am group picture. And please plan to stay for the post-contest lunch and awards ceremony, which ends by 2pm.

When and Where

May 8, 2014

**The Delay Farm in
Careywood**

8:00 am – 2:00 pm

Barbecue lunch provided

Junior/Senior Division: HS Team and/or Individual Competition

All teams will consist of **four** members. Each contestant receives an individual score and the four team members' scores are combined into the team's total. Awards are presented to both team and individual winners in both Junior (grades 7-8) and Senior (grades 9-12) divisions. **You do not have to be on a team to compete at the contest.** Anyone in grades 7 - 12 may compete as an individual. To prepare for the contest, study the 2013 Forestry Contest Manual, the "Regional Noxious Weeds" booklet, and "Logging Selectively." The updated Manual is online at the websites below, and if you need either of the 2 booklets, call Linda at 263-5310x100.

Rookie Division: Competition for 6th Graders

The Rookie Course is designed for 6th graders (& under) as an alternative to the Novice Course. Rookies are tested on 5 of the 10 categories from the same Manual as Jr/Sr competitors and compete only against each other.

Novice Division: Non-Competitive Forestry Education for Elementary Students

Forestry Contest Manual – **download updated 2013 version**

The Forestry Contest Manual is posted online at www.bonnierswcd.org - under Youth Programs – Forestry Contest, and on the IDL website at <http://www.idl.idaho.gov/forestry/contest/index.html>.

Make sure you download the 2013 version to study this year.

Pre-Registration Deadline is April 11!

Return the enclosed pre-registration form to Karen Robinson by April 11th via fax: 208-263-0724, email: krobinson@idl.idaho.gov, or mail to: IDL-POL, 2550 Hwy 2 West, Sandpoint ID 83864.

Would you like to volunteer to help?
Call Karen at 263-5104

Prepare for All Test Stations

All 10 stations will be included in testing. If you need help preparing for any of these topics, contact your local Idaho Department of Lands, UI Cooperative Extension, or Natural Resources Conservation Service office. If you are unsure who to call in your area, leave a message for Tom Johnson at IDL-POL in Sandpoint, 208-263-5104 or email him at tjohnson@idl.idaho.gov

Sponsored by:

Idaho Dept. of Lands ~ Bonner Soil & Water Conservation District ~ U.S. Forest Service
208-263-5104 1224 Washington Ave., Suite 101 ~ Sandpoint, ID 83864 208-263-5111

CONTACTS: Karen Robinson, IDL, 208-263-5104 or Linda O'Hare, BSWCD, 208-263-5310x100



IDAHO SOIL & WATER
CONSERVATION COMMISSION

Item # 4d

TO: CHAIRMAN WRIGHT AND COMMISSIONERS RADFORD, STUTZMAN, SLICHTER, AND TREBESCH
FROM: TERI MURRISON, ADMINISTRATOR
DATE: APRIL 3, 2014
RE: FY 2015 BUDGET BLUEPRINT

As you know, the Governor recently signed House Bill 614, the Commission's FY 2015 Appropriations Bill (see attached). It appropriates \$2,878,500 in FY 2015, and caps ISWCC's full-time authorized positions at 16. It provides funding for an increase in the employer's share of health care costs, the replacement of two vehicles, statewide cost allocation, and an adjustment for statewide network billing costs. It funds a 1% ongoing salary increase and a 1% one-time merit-based bonus for staff. It also provides an additional \$28,000 to update Idaho's ten-year old Ag Pollution Abatement Plan, and an additional \$50,000 to be distributed equally among all 50 districts.

The Conservation Commission annually approves a Budget Blueprint for the appropriations of General and Dedicated funds. Attached is a draft FY 2015 Budget Blueprint for your consideration.

General Fund Draft Blueprint

Revenue: Appropriated General Fund revenue in FY 2015 totals \$2,531,000. It includes \$1,043,300 in Personnel funds, \$240,500 in Operating funds, \$44,000 in Capital funds, and \$1,203,200 in Trustee and Benefit funds. FY 2014's additional \$50,000 in Trustee & Benefit funds distributed under the match allocation formula is included as part of the Commission's base FY 2015 funding and FY 2015's additional \$50,000 for Operating funding is also included.

Expenditures: General Fund budgeted expenditures in FY 2015 are forecasted to be \$2,531,000. Personnel and Capital fund expenditures in FY 2015 equal the appropriated funds. Per Board policy, the draft Blueprint sets aside a modest \$2,400 in Operating funds as a contingency. Under Trustee and Benefit funds, the draft Blueprint allocates \$433,500 for Base funding, \$669,700 for Match formula funding, \$50,000 for Operating funding, and \$50,000 for Capacity Building funding.

Since the estimated costs are not yet available, the attached draft Blueprint estimates SWCAP expenses (Controller's Office, Attorney General, etc.) to be roughly the same as last year's - **\$43,600**. The draft Blueprint assumes roughly 50/50 cost sharing with the RCRDP fund for overhead expenses including our MOU with the Department of Administration for HR, IT, and fiscal support. There is a small contingency included in the operating fund (1%) which can be supplemented (if necessary) with personnel or operating cost savings from the general fund or from dedicated funds (not including the RCRDP fund) such as the SRF or Technical Assistance funds.

The General Fund Budget draft Blueprint funds ISWCC staffing at 13.9 FTPs with 2 part time temporary employees (general office support and TMDL Program positions). It assumes field staff will spend .10 of an FTP assisting with RCRDP conservation planning activities.

Dedicated Fund Draft Blueprint

Revenue: Dedicated Fund revenues are limited to cash on hand and interest generated by both RCRDP and SRF loans, as well as one fund containing cost recovery for the provision of technical assistance provided to other agencies. In FY 2015, RCRDP cash on hand is estimated to be no less than \$6,205,000. Estimated income on the current loan portfolio will be approximately \$159,000 (not including interest generated in the last quarter of FY 2014, late interest, new loan activity, or early payoffs' impacts on interest generation). The total RCRDP Dedicated Fund balance will be approximately \$6,364,000 in FY 2015. Cash on hand at the beginning of FY 2015 in the Technical Cost Recovery fund is \$9,970. Potential income in that fund is \$20,000, which would bring total funds to \$29,900. Cash on hand in the SRF Fund is forecast to be \$17,300 and FY 2015 income an additional \$12,600. Total SRF cash on hand and income generated in FY 2015 are estimated at \$29,900.

Expenditures

Expenditures assume that the income identified in Revenues materializes, but if not, expenditures are estimated to equal income with the exception of the RCRDP fund (to be discussed in greater detail under the RCRDP Loan Financial Report). The draft Blueprint assumes that income generated through interest to the RCRDP fund increases, but does not fully cover the spending authority appropriation. In short, though there is a funding gap between RCRDP revenues and expenditures in FY 2015 due to decreased loan volume, loan payoffs, and low interest rates, as the Loan Officer will explain, over time that is forecasted to turn around. If not, your Board may consider adjusting future years' spending authority requests in the RCRDP Operations fund.

The RCRDP draft Blueprint assumes 2.10 full time staff persons (loan officer and loan servicing assistant, and .10 of field staff FTP). It also assumes costs incurred for meetings where RCRDP program is discussed or business is conducted will be charged to that fund.

Since the estimated costs are not yet available, the attached draft Blueprint estimates SWCAP expenses (Controller's Office, Attorney General, etc.) to be roughly the same as last year's - **\$43,600**. The draft Blueprint assumes roughly 50/50 cost sharing with the RCRDP fund for overhead expenses including our MOU with the Department of Administration for HR, IT, and fiscal support.

The Budget draft Blueprint for Dedicated Funds assumes the specified income will be realized in Technical Assistance Cost Recovery, however that may not be the case. Cash on hand on at the beginning of FY 2015 will be approximately \$10,000 and in addition, we may recover up to an additional \$20,000. Regardless, the maximum spending authority in this fund is capped at \$20,000 in FY 2015.

The budgeted cost in the State Revolving Fund assumes that an amount equal to 10% of the loan officer's salary will be charged to this fund to recoup RCRDP administrative costs. The balance of funds generated through this loan will be held in contingency to build a modest reserve to preserve cash flow in this account should the borrower be late on payments.

ACTION: Approve FY 2015 General and Dedicated Fund Blueprints, including setting Trustee and Benefit fund distribution to districts in FY 2015 at: \$433,500 in Base funding, \$669,700 in match formula funding, \$50,000 in Operating funding, and \$50,000 for Capacity Building funding.

Attachment: HB 614: FY 2015 ISWCC Appropriations Bill
FY 2015 Budget Draft Blueprint (General and Dedicated Funds)

IN THE HOUSE OF REPRESENTATIVES

HOUSE BILL NO. 614

BY APPROPRIATIONS COMMITTEE

AN ACT

1 APPROPRIATING MONEYS TO THE SOIL AND WATER CONSERVATION COMMISSION FOR FIS-
 2 CAL YEAR 2015; LIMITING THE NUMBER OF AUTHORIZED FULL-TIME EQUIVALENT
 3 POSITIONS; PROVIDING LEGISLATIVE INTENT; AND PROVIDING GUIDANCE FOR
 4 EMPLOYEE COMPENSATION.
 5

6 Be It Enacted by the Legislature of the State of Idaho:

7 SECTION 1. There is hereby appropriated to the Soil and Water Conser-
 8 vation Commission, the following amounts to be expended for the designated
 9 expense classes, from the listed funds for the period July 1, 2014, through
 10 June 30, 2015:

	FOR	FOR	FOR	FOR	
	PERSONNEL	OPERATING	CAPITAL	TRUSTEE AND	
	COSTS	EXPENDITURES	OUTLAY	BENEFIT	
				PAYMENTS	TOTAL
15	FROM:				
16	General				
17	Fund	\$1,043,300	\$240,500	\$44,000	\$1,203,200
18	Administration and Accounting Services				
19	Fund		20,000		20,000
20	Resource Conservation and Rangeland Development				
21	Fund	151,400	146,100		297,500
22	Clean Water Revolving Loan (SCC)				
23	Fund	<u>0</u>	<u>30,000</u>	<u>0</u>	<u>30,000</u>
24	TOTAL	\$1,194,700	\$436,600	\$44,000	\$1,203,200
					\$2,878,500

25 SECTION 2. FTP AUTHORIZATION. In accordance with Section 67-3519,
 26 Idaho Code, the Soil and Water Conservation Commission is authorized no more
 27 than sixteen (16) full-time equivalent positions at any point during the pe-
 28 riod July 1, 2014, through June 30, 2015, unless specifically authorized by
 29 the Governor. The Joint Finance-Appropriations Committee will be notified
 30 promptly of any increased positions so authorized.

31 SECTION 3. LEGISLATIVE INTENT. It is the intent of the Legislature that
 32 \$50,000 of the amount appropriated in Section 1 of this act for trustee and
 33 benefit payments is to be distributed equally between the 50 soil and water
 34 conservation districts in addition to the amounts authorized under Section
 35 22-2727, Idaho Code.

1 SECTION 4. EMPLOYEE COMPENSATION. It is the intent of the Legislature,
2 working cooperatively with the Governor's Office, the Division of Human Re-
3 sources, and the Division of Financial Management, to progress toward the
4 goal of funding a competitive salary and benefit package that will attract
5 qualified applicants, retain employees committed to public service excel-
6 lence, motivate employees to maintain high standards of productivity, and
7 reward employees for outstanding performance by:

- 8 1) Adjusting the compensation schedule upwards by 1% to move the salary
9 structure toward market; and
- 10 2) Continuing the job classifications that are currently on payline
11 exception to address specific recruitment or retention issues; and
- 12 3) Funding an ongoing 1% salary increase for state employees, and funding
13 the equivalent of a one-time 1% bonus for state employees, based upon
14 employee merit, with flexibility in distribution as determined by
15 the agency directors.

16 The Legislature also finds that investing in state employee compensa-
17 tion should remain a high priority even in tough economic times, and there-
18 fore strongly encourages agency directors, institution executives and the
19 Division of Financial Management to approve the use of salary savings to pro-
20 vide either one-time or ongoing merit increases for deserving employees and
21 also to target employees who are below policy compensation. Such salary sav-
22 ings could result from turnover and attrition, or be the result of innova-
23 tion and reorganization efforts that create savings. Such savings should be
24 reinvested in employees. Agencies are cautioned to use one-time funding for
25 one-time payments and ongoing funding for permanent pay increases.

HOUSE BILL 614Full Bill Information**Individual Links:**Bill TextStatement of Purpose / Fiscal Note

H0614.....by APPROPRIATIONS COMMITTEE

APPROPRIATIONS - SOIL AND WATER CONSERVATION COMMISSION - Appropriates \$2,878,500 to the Soil and Water Conservation Commission for fiscal year 2015; limits the number of full-time equivalent positions to 16; provides legislative intent; and provides guidance for employee compensation.

03/11Introduced, read first time, referred to JRA for Printing

Reported Printed; Filed for Second Reading

03/12Read second time; Filed for Third Reading

Rules Suspended: Ayes 69 Nays 0 Abs/Excd 1, read three times - **PASSED - 67-2-1**

AYES -- Agidius, Anderson(01), Anderson(31), Anderst, Barrett, Bateman, Batt, Bell, Bolz, Boyle, Burgoyne, Chew, Clow, Collins, Crane, Dayley, DeMordaunt, Denney, Erpelding, Eskridge, Gannon, Gestrin, Gibbs, Hancey, Harris, Hartgen, Henderson, Hixon, Holtzclaw, Horman, Kauffman, King, Kloc, Loertscher, Luker, Malek, McDonald, McMillan, Meline, Mendive, Miller, Monks, Morse, Moyle, Nielsen, Packer, Palmer, Pence, Perry, Raybould, Ringo, Romrell, Rubel, Rusche, Shepherd, Smith, Stevenson, Thompson, Trujillo, VanOrden, Vander Woude, Wills, Wood(27), Wood(35), Woodings, Youngblood, Mr. Speaker

NAYS -- Barbieri, Sims**Absent** -- Andrus**Floor Sponsor - Miller**

Title apvd - to Senate

03/13Received from the House passed; filed for first reading

Introduced, read first time; referred to: Finance

03/14Reported out of Committee with Do Pass Recommendation; Filed for second reading

03/17Read second time; filed for Third Reading

Rules Suspended (2/3 Vote - Read in full as required) - **PASSED - 35-0-0**

AYES -- Bair, Bayer, Bock, Brackett, Buckner-Webb, Cameron, Davis, Fulcher, Goedde, Guthrie, Tucker(Hagedorn), Heider, Hill, Johnson, Keough, Lacey, Lakey, Lodge, Martin, McKenzie, Mortimer, Nonini, Nuxoll, Patrick, Pearce, Rice, Schmidt, Siddoway, Stennett, Thayn, Tippetts, Vick, Ward-Engelking, Werk, Winder

NAYS -- None**Absent and excused** -- None**Floor Sponsor - Thayn**

Title apvd - to House

03/18Returned from Senate Passed; to JRA for Enrolling

Reported Enrolled; Signed by Speaker; Transmitted to Senate

03/19Received from the House enrolled/signed by Speaker

Signed by President; returned to House

Returned Signed by the President; Ordered Transmitted to Governor

03/20 Delivered to Governor at 4:30 p.m. on March 19, 2014

03/26 Reported Signed by Governor on March 26, 2014

Session Law Chapter 209

Effective: 07/01/2014

STATEMENT OF PURPOSE

RS23106

This bill appropriates \$2,878,500 to the Soil and Water Conservation Commission for fiscal year 2015 and limits the number of authorized full-time positions to 16. It provides funding for the employer share of increased health insurance, funds the replacement of two vehicles, accounts for statewide cost allocation, and adjusts for statewide network billing costs. It also provides funding for a 1% ongoing salary increase and a 1% one-time bonus, both to be distributed based on merit, and provides guidance for employee compensation.

This bill includes \$28,000 one-time to update the ten year old Agricultural Pollution Abatement Plan. This plan provides guidelines to improve surface and ground water quality through the use of best management practices. The second line item provides \$50,000 ongoing for soil and water conservation district support. Legislative intent clarifies that this additional funding is not to go through the allocation formula in Section 22-2727, Idaho Code, but instead will be distributed equally between the 50 soil and water conservation districts.

The budget is a 7.4% increase in the General Fund and a 6.7% increase in all funds over the FY 2014 original appropriation.

FISCAL NOTE

	FTP	Gen	Ded	Fed	Total
FY 2014 Original Appropriation	16.00	2,357,000	342,000	0	2,699,000
Noncognizable Funds and Transfers	0.00	0	0	0	0
FY 2015 Base	16.00	2,357,000	342,000	0	2,699,000
Benefit Costs	0.00	20,500	3,000	0	23,500
Replacement Items	0.00	44,000	0	0	44,000
Statewide Cost Allocation	0.00	13,900	0	0	13,900
Change in Employee Compensation	0.00	17,400	2,400	0	19,800
FY 2015 Program Maintenance	16.00	2,452,800	347,400	0	2,800,200
1. Update Pollution Abatement Plan	0.00	28,000	0	0	28,000
2. District Support	0.00	50,000	0	0	50,000
Dept. of Admin. Network Billing	0.00	200	100	0	300
FY 2015 Total	16.00	2,531,000	347,500	0	2,878,500
Chg from FY 2014 Orig Approp	0.00	174,000	5,500	0	179,500
% Chg from FY 2014 Orig Approp.	0.0%	7.4%	1.6%	0.0%	6.7%

Contact:

Ray Houston
Budget and Policy Analysis
(208) 334-4741

AMENDED FY 2015 IDAHO SOIL & WATER CONSERVATION COMMISSION

DRAFT General Fund Budget Blueprint

<u>HB 614</u>	Personnel	Operating	Capital	Trustee & Benefit Funds (base, formula, & capacity building)	TOTAL APPROPRIATION
General Fund	\$1,043,300	\$240,500	\$44,000	\$1,203,200	\$ 2,531,000

<u>SWC Budget</u>	Personnel	Operating	Contingency	Capital	District Allocations				TOTAL
					Base Funding	Match Funding	Operating Funding	Capacity Building	
	\$1,043,300	\$238,100	\$2,400	\$44,000	\$433,500	\$669,700	\$50,000	\$50,000	\$2,531,000

Operating Highlights

Assumes SWCAP expenses including SCO, AG, STO estimated at \$ 43,600

Assumes appropriate amount of SWCAP, administrative (including postage, phone, rent expense, etc.), and IT services charged to GF, RCRDP, & SRF

Ongoing expenses for MOU with Admin for HR, IT, fiscal support assumed to match FY 2014 actuals

Assumes general fund pays all of NRCS desk space and federal IT support

Small 1% operating contingency budgeted. Can be increased with personnel or operating cost savings or from dedicated funds (excluding RCRDP fund)

Personnel Highlights

Assumes fully staffed in general fund at 13.9 FTPs (2.1 FTPs in dedicated fund) 2 part time temporary, all projected personnel costs fall within budget with small contingency

Assumes some related field staff and administrative time in RCRDP fund

Trustee/Benefits Highlights (District Allocations, Capacity Building)

Match formula for FY 2015 is an estimated state match of 1.16:1 based on FY 2013 local match (inc. \$50k cap). Final TBD from actual FY 2014 local match

	FY13 Local Match	
	\$	619,700
state/local match ratio	\$	1.16

AMENDED FY 2014 IDAHO SOIL & WATER CONSERVATION COMMISSION

DRAFT Dedicated Funds Budget Blueprint

REVENUE	Approx. Cash on hand 7/1/2015	Est. FY 2015 Income	TOTAL Dedicated Funds
RCRDP	\$6,205,000	\$159,000	\$ 6,364,000
TA Cost Recovery	\$9,970	\$20,000	\$29,970
SRF Loan	\$17,300	\$12,600	\$29,900

<u>SPENDING AUTHORITY/ BUDGET</u>	Personnel	Operating	Operating Contingency	TOTAL Spending Authority/Budgeted
RCRDP	\$151,400	\$146,100	\$0	\$297,500
TA Cost Recovery		\$20,000	\$0	\$20,000
SRF	-	\$7,668	\$22,332	\$30,000
Total	151,400	\$173,768	\$22,332	\$347,500

Revenue Highlights

Approx. cash on hand 7/1/2015 is based on actual cash on 2/28/2014 and anticipated FY 2014 billings to OSC. Does not include interest generated in RCRDP and SRF during remainder of FY 2014
Est. FY 2015 Income includes earned interest on current portfolio (excludes RCRDP late interest, new loan activity, and early payoffs) and billing to OSC for TA Cost Recovery)

Operating Highlights

Assumes interest income generated to RCRDP fund increases in FY 2015, but does not meet appropriated spending authority

*Assumes SWCAP expenses including SCO, AG, STO estimated at **\$43,600***

Assumes appropriate amount of SWCAP, administrative (including postage, phone, rent expense, etc.), and IT services charged to GF, RCRDP, & SRF

Ongoing expenses for MOU with Admin for HR, IT, fiscal support assumed to match FY 2014 actuals

Assumes maximum income and expenditures under TA cost recovery

Assumes amount roughly equivalent to 10% of loan officer salary and benefits charged to SRF to cover administrative costs. Remainder held in contingency to cover late borrower payments, if necessary.

Assumes costs associated with meetings where RCRDP program or business conducted will be charged to RCRDP

Assumes 2.10 FTP RCRDP staff, some WQRC/Engineering time to prepare conservation plans, inspections



TO: CHAIRMAN WRIGHT, COMMISSIONERS RADFORD, STUTZMAN, TREBESCH, AND SLICHTER
FROM: TERI MURRISON, ADMINISTRATOR
DATE: APRIL 2, 2014
RE: FIELD STAFF TIME ALLOCATION AND TECHNICAL ASSISTANCE ALLOCATION PROCESS UPDATE

District Requests For Assistance

Thirty-six districts submitted requests for FY2015 SWCC assistance. The hours requested by the districts within each Division are presented in Table 1. Travel time required to provide the assistance requested will need to be added prior to allocating SWCC staff time to each request.

Table 1. District Requests For FY2015 SWCC Assistance

Division	Hours Requested			
	Technical Assistance	Comprehensive Assistance	Engineering Assistance	Assistance Requested
I	542	350	100	992
II	2428	0	1360	3788
III	1275	20	160	1455
IV	980	20	220	1220
V	1502	115	1060	2677
VI	76	103	0	179
TOTAL	6803	608	2900	10311

Commission field staff hour allocations for FY2015 are shown in Table 2. The 4 columns included under the “7201 District Support” heading reflect the hours available for SWCC field staff to provide assistance to districts within each Division.

Table 2. Idaho Soil and Water Conservation Commission FY 2015 Field Staff Hours

Division	7101	7201 District Support				7350/7301		7325
	Admin	Technical Assistance	Discretionary District Support	District, Division, IASCD Meetings	Total District Support Hours	CREP	TMDL Plans and Updates	Special Eng. Services
I	346	679	657	167	1,503	0	1,080	0
II	346	1,199	657	177	2,033	0	550	0
III	514	1,569	857	365	2,791	0	1,510	0
IV	704	615	744	310	1,668	1,675	875	0
V	413	898	737	215	1,850	315	950	0
VI	361	393	590	242	1,225	1,290	980	160
Total Hours	2,684	5,351	4,242	1,476	11,069	3,280	5,947	160
% Of Total Hours	11.6%	23.1%	18.3%	6.4%	47.8%	14.2%	25.7%	0.7%



Table 3 shows the hours requested through the Technical Assistance Allocation Process (TAAP) and the SWCC staff hours available to assist districts in each Division in FY2015.

Division	FY2015 Hours Requested Through The TAAP	FY2015 SWCC Staff Hours Available For The TAAP
I	992	679
II	3788	1199
III	1455	1569
IV	1220	615
V	2677	898
VI	179	393
TOTAL	10311	5353

Evaluation and Prioritization of District Requests

The next step in the Technical Assistance Allocation Process is to prioritize the requests submitted by districts within each Division. For FY2015, each division has been granted the opportunity to use a process of their choosing to prioritize requests submitted by districts within their division. Following is a brief summary of the evaluation process each Division has chosen to use.

Division 1) An evaluation committee comprised of a representative from each conservation district in the Division will develop a recommendation regarding how Commission staff hours can be allocated fairly across all the submitted requests. Their recommendation will be developed by calculating what percentage of the total requested hours can be provided by the total available Commission staff hours, and then multiplying the number of hours asked for in each individual request by that percentage. For example: if the total number of hours requested is 100, and we have 50 hours of available staff time to service those requests, then the committee would recommend that we provide $\frac{1}{2}$ hour of assistance for every 1 hour requested. Any available SWCC staff hours remaining after hours have been allocated to service district requests will be transferred into the respective SWCC staff person's pool of discretionary district support hours.

Division 2) An evaluation committee comprised of a representative from each conservation district in the Division will review the requests. The committee will discuss each request and come to agreement regarding how the Commission staff hours available for Division 2 ought to be divided amongst the districts requesting assistance.

Division 3) Requests from Division 3 districts will be evaluated and prioritized by Commission staff in accordance with the criteria developed by the FY2013 TAWG.

Division 4) An evaluation committee comprised of a representative from each conservation district in the Division will rank the requests based on the criteria developed by the FY2013 TAWG. This committee will provide the Commission with a prioritized list showing the relative ranking of each request.



IDAHO SOIL & WATER CONSERVATION COMMISSION

Division 5) An evaluation committee comprised of a representative from each conservation district in the Division will develop a recommendation regarding how Commission staff hours can be allocated fairly across all the submitted requests. Their recommendation will be developed by calculating what percentage of the total requested hours can be provided by the total available Commission staff hours, and then multiplying the number of hours asked for in each individual request by that percentage. For example: if the total number of hours requested is 100, and we have 50 hours of available staff time to service those requests, then the committee would recommend that we provide $\frac{1}{2}$ hour of assistance for every 1 hour requested.

Division 6) An evaluation committee comprised of a representative from each conservation district in the Division will rank the requests based on the criteria developed by the FY2013 TAWG. This committee will provide the Commission with a prioritized list showing the relative ranking of each request.

Allocation of SWCC Staff Hours To Service Requests

After the requests have been prioritized, the Commission will allocate assistance to each request based on the recommendations of the Division-level evaluation committees, the expertise of available SWCC staff, and geographic and logistical considerations.

Process

No later than April 7, staff will send copies of the requests submitted by districts from each Division to the Technical Assistance Work Group (TAWG) representative in each Division. Staff will also provide TAWG members with detailed directions on what they and their Division-level evaluation committee need to do in order to handle the requests in accordance with the evaluation process which their Division has chosen to use.

Delwyne will work with each TAWG member to ensure that all evaluation committees meet prior to the May 5 deadline for submission of recommendations to the Commission. Delwyne will participate, either in person or via video- or teleconference, in all evaluation committee meetings.

Timeline

April 7: Requests and handling instructions distributed to Division-level evaluation committees.

April 7-May 5: Delwyne meets with each Division-level evaluation committee to prioritize requests and develop a recommendation regarding how to allocate SWCC staff hours to the requests from districts within their Division.

May 5: Recommendations to SWCC relative to the ranking of requests and how to allocate SWCC hours to district requests are due from each Division-level evaluation committee.

May 5-30: Commission staff will allocate staff hours to district projects based upon the respective evaluation committee recommendations, the expertise of available SWCC staff, and geographic and logistical considerations.



IDAHO SOIL & WATER
CONSERVATION COMMISSION

June 2: Not later than June 2nd, the Commission will inform districts whether or not assistance has been allocated to each request.

RECOMMENDED ACTION: For information only



IDAHO SOIL & WATER CONSERVATION COMMISSION

COMMISSION

Item 5b

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: April 3, 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">• Booth Display<ul style="list-style-type: none">○ Idaho Forest Owners Association (March 24,25, Moscow)• Presentation<ul style="list-style-type: none">○ Idaho Forest Owners Association (March 24,25, Moscow)• Latah SWCD Staff , informal meeting (March 26, Moscow)
Marketing (planned)	<ul style="list-style-type: none">• Develop FY 2015 Marketing Plan and Budget
Loans	<ul style="list-style-type: none">• 5 loan inquiries have been received since the last update• 2 new loan applications (\$7,427, TBD)• 1 loan approved A-683, \$33,640, irrigation system
Delinquencies	<ul style="list-style-type: none">• 2 delinquencies, with details to be provided in Executive Session

ACTION: For Information Only

FY14 RCRDP - FEBRUARY 2014		
		YEAR TO DATE
BEGINNING CASH BALANCE at 12/31/2013	\$ 6,063,241.35	\$ 5,747,220.29
Increase of Funds		February 2014 Fiscal Year 2014
2515 - Interest Income:	\$ 1,365.03	\$ 10,330.37
2523 - Loan Interest:	\$ 21,916.79	\$ 116,381.16
2535 - Default Interest: (late fees)	\$ 305.49	\$ 2,440.67
Principal payments received	\$ 149,346.94	\$ 890,784.98
Suspense - payment not yet reported	\$ -	\$ 797.42
Expenditure Adjustment (rvs pcard charges)	\$ -	\$ 276.32
Professional Services Refund	\$ -	\$ -
Payroll Expenditure Adjustment	\$ -	\$ -
Loan Refunds	\$ 78.05	\$ 210.01
TOTAL INCREASES	173,012.30	1,021,220.93
ADJUSTED CASH BALANCE \$ 6,236,253.65		
Decrease of Funds		
Personnel Costs	\$ (11,019.73)	\$ (98,344.74)
Operating Expense	\$ (17,060.95)	\$ (40,369.95)
P Card Payment	(\$60.36)	\$ (1,688.08)
Expenditure Not Encumbered		\$ (2,141.88)
State Holdback		
Loan Disbursements	\$ -	\$ (417,652.00)
Capital Outlay	\$ -	
Suspense Cleared	\$ (797.42)	\$ (797.42)
Refund of Revenue	\$ -	\$ -
Refund from loan Payments	\$ (78.05)	\$ (210.01)
TOTAL DECREASES	(29,016.51)	(561,204.08)
ENDING CASH BALANCE at 02/28/2014	\$ 6,207,237.14	\$ 6,207,237.14
3% Minimum Contingency Reserve		\$ (117,175.84)
P Card Liability		\$ (300.77)
Funds Approved - Not Disbursed		\$ (18,428.40)
FUNDS AVAILABLE TO LOAN		\$ 6,071,332.13
Pending Approval		\$ -
Funds Available		\$ 6,071,332.13
LOAN STATUS REPORT: FEBRUARY 2014		
Outstanding Principal Loan Balance		\$ 4,055,208.39
Disbursements		\$ -
Principal payments made		\$ (149,346.94)
Adjustments to STARS balance		
ADJUSTED PRINCIPAL LOAN BALANCE as of 02/28/2014		\$ 3,905,861.45
Previous report number of active loans	107	
New Loans	0	
Loans Paid Off	-4	
Current Month number of active loans	103	
Past Due Accounts	3	