



IDAHO SOIL & WATER CONSERVATION COMMISSION

REGULAR MEETING NOTICE & AGENDA

Idaho Soil & Water Conservation Commission

February 20, 2024, 2:00 p.m. to 5:00 p.m. MT

Location: Idaho Water Center, 322 E Front St, Suite 560, Conference Room, Boise

Zoom Call In # 1-253-205-0468

[ZOOM Meeting Link](#)

Zoom Meeting ID: 865 8126 5013 Zoom Passcode: 583548

Members of the public may address any item on the agenda during consideration of that item. 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.

The Commission will occasionally convene in Executive Session, pursuant to Idaho Code § 74-206(1). 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.

1.	WELCOME, SELF-INTRODUCTIONS, AND ROLL CALL	Chairman Olson
* 2.	AGENDA REVIEW (potential action item) The agenda may be amended by formal Board action, if necessary, at the meeting. If so, a motion that states the reason for the amendment and the good faith reason the item was not included in the original agenda will be made and approved by the Board.	Chairman Olson
3.	PARTNER REPORTS (information only)	
NON-ACTION ITEMS		
4.	REPORTS <i>Commissioners and staff only</i> <u>ACTION:</u> For information only.	Commissioners, Staff
5.	NATIONAL ASSOCIATION OF STATE CONSERVATION AGENCIES (NASCA) <ul style="list-style-type: none">Information regarding NASCA activities on our behalf. <u>ACTION:</u> For information only.	Shana Joy, Past President, NASCA
6.	FISCAL REPORT <ul style="list-style-type: none">LUMA UpdateCommissioner Travel ReimbursementsFinancial Report <u>ACTION:</u> For information only.	Ziegler

(*) Action Item

(#) Attachment

ACTION: Staff recommended action for Commission consideration

Tuesday, February 20, 2024, Meeting Agenda

Date of Notice: February 14, 2024

	7.	WATER QUALITY PROGRAM FOR AGRICULTURE UPDATE (WQPA) 1. 2023/2024 WQPA Update 2. 2024/2025 WQPA Update <u>ACTION:</u> For information only	Strickland
#	8.	ADMINISTRATOR'S REPORT • Legislative Update • Commission Meeting Schedule <u>ACTION:</u> For information only.	Trefz
ACTION ITEMS			
*	9.	MINUTES • January 16, 2024 <u>ACTION:</u> Approve/disapprove meeting minutes.	Chairman Olson
*	10.	CONSIDERATION OF RESOURCE CONSERVATION AND RANGELAND DEVELOPMENT (RCRDP) POLICY REVISION • Consideration of increasing the loan amount which staff are authorized to approve without Board action. The current limit is \$75,000. <u>ACTION:</u> Approve/disapprove increasing the loan amount staff are authorized to approve without Board action.	Hoebelheinrich & Perkins
ADJOURN <i>The next Regular Commission Meeting will be on April 18, 2024, at 10:00 AM MT in Boise, Idaho.</i>			

(*) Action Item

(#) Attachment

ACTION: Staff recommended action for Commission consideration

Tuesday, February 20, 2024, Meeting Agenda

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**SOIL & WATER
CONSERVATION
COMMISSION**

Erik Olson
Chair

Wendy Pratt
Vice Chair

Karen Sharpnack
Secretary

Blake Hollingsworth
Treasurer

Joan Cloonan
Commissioner

Richard Savage
Commissioner

Mitch Silvers
Commissioner

Delwyne Trefz
Administrator

**TO: CHAIRMAN OLSON AND COMMISSIONERS CLOONAN,
HOLLINGSWORTH, PRATT, SAVAGE, SHARPNACK, and SILVERS**
FROM: LORETTA STRICKLAND, DEPUTY ADMINISTRATOR
DATE: FEBRUARY 13, 2024
RE: 2023/2024 and 2024/2025 WQPA UPDATE

2023/2024 WQPA UPDATE

WQPA project implementation continues and to date we have paid on 19 completed projects for a total of \$2.1 million. 3 additional projects have expressed that they will likely not meet the May 31st deadline for implementation. The problems have been identified as weather related (stream bank), not having the additional funding sources secured, and NRCS engineering delays. We do not have guidance regarding encumbering funds this year and will work with DFM to identify the procedure.

2024/2025 WQPA UPDATE

ISWCC staff are excited and ecstatic that the FY2025 Governor's recommended budget included \$1 million for WQPA. While this is substantially more funding than we had three years ago, it represents an 80% decrease in funding compared to the \$5 million the program received over each of the last two years. Staff are once again working to revise WQPA policy to find the most efficient and effective way to implement WQPA throughout the state on a variety of projects. Policy areas that are being evaluated include the WQPA project limit and cost-share rate. Additionally, we will not be asking Districts to rank their submitted projects this year. Therefore, staff is working to streamline the ranking tool and will include the ranking criteria in the proposal guidelines. Proposed changes to the FY2024/2025 WQPA policy will be presented at your March Commission meeting for review and approval.

RECOMMENDED ACTION: For information only



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**TO: CHAIRMAN OLSON AND COMMISSIONERS CLOONAN,
HOLLINGSWORTH, PRATT, SAVAGE, SHARPNACK, and SILVERS**
FROM: DELWYNE TREFZ, ADMINISTRATOR
DATE: FEBRUARY 12, 2024
RE: ADMINISTRATOR'S REPORT

LEGISLATIVE UPDATE

January 16, 2024

The Joint Finance-Appropriations Committee (JFAC) set maintenance budgets for all State agencies. The maintenance budget provides funding necessary for agencies to maintain their FY 2024 level of operations through FY 2025. Our budget resides under the umbrella of Economic Development, which includes the Department of Agriculture, the Dept. of Commerce, the Dept. of Finance, the Industrial Commission, the Public Utilities Commission, the Idaho Transportation Dept., and a host of other entities.

In total, JFAC approved a \$1,320,620,800 maintenance budget for Economic Development and sent it on to the Senate with a Do Pass recommendation. This total included \$3,913,400 for maintenance of our agency's operations (see the attached report which compares the appropriation approved by JFAC on January 16 to the Governor's recommendation). The bill was assigned bill number S1270.

January 18, 2024

Janet Jessup, the Budget and Policy Analyst with the Legislative Services Office (LSO) who serves our agency, presented our FY 2025 budget request to JFAC. Janet fielded a question regarding the background of the funds for Conservation Reserve Enhancement Program (CREP) and one related to our request for the Water Quality Program for Agriculture (WQPA), specifically seeking clarification on why our request included transferring the \$1M requested for WQPA out of the general fund, and into a dedicated fund. Thanks to Janet's excellent presentation, the committee didn't ask any further questions of commission staff.

February 2, 2024

JFAC acted on the budget request presented on January 18th. In addition to the maintenance budget amounts approved by the committee on January 16th, JFAC approved an additional 2% for the CEC (so we'd have the cash to implement the 3% statewide CEC they approved earlier that week), reduced the amounts to be appropriated for employee benefits (based on a less costly than expected health insurance contract), reduced the amounts appropriated for our share of statewide costs allocations (which are what we pay other state agencies such as the Office of Information Technology Services, the Division of Human Resources, and the Office of the Attorney General. A placeholder dollar amount had been included in the

V:\7201 District Support\DIVISION MEETINGS\SPRING 2024 DIV MTG SCHEDULE.xlsx

COMMISSION MEETING SCHEDULE

Please note that all meetings listed as Regular Meetings will be held in person and/or via video conference (Zoom) and teleconference. If necessary, additional Special Meetings can be added within the proper public meeting noticing requirements.

Also note that although the table shows a Board meeting scheduled for March 21st, 2024, your Board typically doesn't meet in March as Commissioners and staff are busy participating in IASCD Spring Division meetings that month.

2024 SWCC Meeting Schedule

Date & Time	Location	Meeting Type
Apr 18, 2024, 10-3 MT	322 E. Front Street, Suite 560, Boise	Regular
May 23, 2024, 10-3 MT	322 E. Front Street, Suite 560, Boise	Regular
Jun 20, 2024, 10-3 MT	322 E. Front Street, Suite 560, Boise	Regular

RECOMMENDED ACTION: For information only

ATTACHMENT: Comparative Report of JFAC-approved maintenance budget.

ATTACHMENT to February 20, 2024 Administrator's Report

Soil and Water Conservation Commission Comparative Report

<i>Decision Unit</i>	<i>Governor's Recommendation</i>			<i>Statewide Maintenance</i>		
	<i>FTP</i>	<i>General</i>	<i>Total</i>	<i>FTP</i>	<i>General</i>	<i>Total</i>
FY 2024 Original Appropriation	18.75	3,519,800	5,642,200	18.75	3,519,800	5,642,200
Prior Year Reappropriation	0.00	5,000,000	5,000,000	0.00	5,000,000	5,000,000
FY 2024 Total Appropriation	18.75	8,519,800	10,642,200	18.75	8,519,800	10,642,200
Executive Carry Forward	0.00	168,700	168,700	0.00	168,700	168,700
FY 2024 Estimated Expenditures	18.75	8,688,500	10,810,900	18.75	8,688,500	10,810,900
Removal of Onetime Expenditures	0.00	(5,200,400)	(5,201,800)	0.00	(5,200,400)	(5,201,800)
Base Adjustments	(1.00)	0	(1,696,900)	(1.00)	0	(1,696,900)
FY 2025 Base	17.75	3,488,100	3,912,200	17.75	3,488,100	3,912,200
Personnel Benefit Costs	0.00	(6,000)	(6,900)	0.00	(6,000)	(6,900)
Statewide Cost Allocation	0.00	(1,800)	(5,800)	0.00	(1,800)	(5,800)
Change in Employee Compensation	0.00	36,500	41,700	0.00	12,200	13,900
FY 2025 Program Maintenance	17.75	3,516,800	3,941,200	17.75	3,492,500	3,913,400
1. Soil & Water District Distribution Increase	0.00	75,400	75,400	0.00	0	0
2. Water Quality Program for Ag Projects	0.00	1,000,000	2,000,000	0.00	0	0
Revenue Adjustments & Cash Transfers	0.00	(1,000,000)	(1,000,000)	0.00	0	0
Budget Law Exemptions/Other Adjustments	0.00	0	0	0.00	0	0
FY 2025 Total	17.75	3,592,200	5,016,600	17.75	3,492,500	3,913,400
Change from Original Appropriation	(1.00)	72,400	(625,600)	(1.00)	(27,300)	(1,728,800)
% Change from Original Appropriation		2.1%	(11.1%)		(0.8%)	(30.6%)

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Idaho Soil & Water Conservation Commission

322 E Front St, Suite 560 • Boise Idaho 83702
Telephone: 208-332-1790 • Fax: 208-332-1799

IDAHO SOIL & WATER CONSERVATION COMMISSION PUBLIC MEETING & TELECONFERENCE

Date and Time:

Tuesday, January 16, 2024
9:00 am – 1:19 pm MST

Location:

322 E. Front St., Suite 560
Boise, Idaho 83702

MINUTES

COMMISSION MEMBERS PRESENT:

Erik Olson (Chair)	Joan Cloonan (Zoom)
Mitch Silvers	Richard Savage
Blake Hollingsworth (Treasurer)	Karen Sharpnack (Secretary)

COMMISSION STAFF PRESENT:

Delwyne Trefz	Brenda Charles
Melonie Ziegler	Meghan Brooksher (Zoom)
Sarah Quidgeon	Bill Lillibridge (Zoom)
Terry Hoebelheinrich	Loretta Strickland

PARTNERS AND GUESTS PRESENT:

Devin Fielding, IASCD	David Perkins, OAG
Braden Jensen, IFB	Bob Flager, Kootenai-Shoshone SWCD
Karla Freeman, Kootenai-Shoshone SWCD	

ITEM #1: WELCOME, SELF-INTRODUCTIONS AND ROLL CALL**PRESENTED BY: CHAIRMAN OLSON**

Chairman Olson called the meeting to order at 9:00 am.

Roll call: Chairman Erik Olson, Commissioners Mitch Silvers, Joan Cloonan, Richard Savage, Karen Sharpnack, and Blake Hollingsworth were present. Commissioner Wendy Pratt was absent.

ITEM #2: AGENDA REVIEW**PRESENTED BY: CHAIRMAN OLSON**

Action: None taken

ITEM #3: PARTNER REPORTS

Action: None taken

ITEM #4: REPORTS

PRESENTED BY: COMMISSIONERS & STAFF

Commissioner Hollingsworth requested to have commissioners placed on district mailing lists for future meetings and events.

ITEM #5: POTENTIAL FARMLAND PRESERVATION LEGISLATION

PRESENTED BY: BRADEN JENSEN

Braden introduced the HB377 going to Legislative session, the State authorizes the use of local governments to receive applications from landowners that are interested in establishing a land designation on their property, otherwise known as an agricultural protected area. The land designation would be in term for 20 years with an opportunity for auto renewal or absolve at term end.

ITEM #6: WATER QUALITY PROGRAM FOR AGRICULTURE UPDATE

PRESENTED BY: LORETTA STRICKLAND

WQPA has paid out 1.75 million in projects, 5 projects came under budget so we could fund two others, totaling 51 projects completed. Commissioners requested to add WQPA summaries to our ISWCC website, and to email project documents out to them directly.

ITEM #7: ENGINEERING REPORT

PRESENTED BY: BILL LILLIBRIDGE

Action: None Taken

ITEM #8: FISCAL AND BUDGET REPORT

PRESENTED BY: MELONIE ZIEGLER

Budget has been finalized and put in for approval, we are working on getting reimbursements out to all Commissioners. Due to the timeline, those reimbursements going out in 2024 for calendar year 2023 will show differently on all staff and Commissioner 1099. CREP manager, Rob Sharpnack, estimating about \$300,000 in match payments for fiscal year 2025. Our base is \$264,000 so we will have projects approved up to that amount and may need to request additional funding.

ITEM #9: ADMINISTRATOR'S REPORT

PRESENTED BY: DELWYNE TREFZ

Budget hearing is at 8am January 18th, JFAC is now having a representative from LSO speak instead of individuals from each agency, we are required to have a power point presentation to submit during the hearing. The Budget hearing will be available to watch via zoom live or the recording will be available on the JFAC website. Chairman Olson and Commissioner Sharpnack terms are set to expire July 1, 2024, to be considered for reappointment, each member must submit a new application before the expiration of current term. Administrator Trefz presented how the governor would like all state agencies to approach the press if they call asking questions regarding sensitive issues.

ITEM #10: ACCOUNTABILITY REPORT

PRESENTED BY: DELWYNE TREFZ

Action: None taken

ITEM #11: REPORT OF MOUs, MOAs, & AGREEMENTS

PRESENTED BY: DELWYNE TREFZ

In accordance with section 67-105 code all state agencies are required to report and submit any memoranda or understanding, memoranda of agreement, and agreements to the controller's office for publishing and record keeping. The code ensures transparency for all agreements outside the normal financial business of the state. legislatures will provide clarity on additional documents needed to be submitted with agreements.

ITEM #12: POTENTIAL AMENDMENTS TO CONSERVATION DISTRICT LAW

PRESENTED BY: DELWYNE TREFZ

Action: None taken

ITEM #13: MINUTES

PRESENTED BY: CHAIRMAN OLSON

Action: Approved August 17th 1st motion approved by Commissioner Hollingsworth, second by Chairman Olson, all approved. August 30th 1st motion approved by Commissioner Hollingsworth, second by Chairman Olson, all approved September 21st approved with minor changes motion by Commissioner Savage, second by Commissioner Hollingsworth, all approved. November 7th approved with minor changes motion by Commissioner Silvers, Commissioner Hollingsworth first approved, second by Commissioner Silver's, all approved.

ITEM #14: RCRDP UPDATE & CONSIDERATION OF POLICY REVISION

PRESENTED BY: TERRY HOEBELHEINRICH

Current fiscal year we have had 22 loans, 12 applications and 4 of those loans have been approved for a total of \$212,000. Currently, we have 3 applications in process, two of which will be viewed at this time. As of January, there is 3.5 million dollars for a loan portfolio, currently \$58,000 is ready to be dispersed, there are no delinquent loans. The motion to increase the amount staff is authorized to approve without board action has been postponed.

ITEM #15a: EXECUTIVE SESSION

PRESENTED BY: CHAIRMAN OLSON

Action: Commissioner Silvers made motion to begin executive session pursuant to Idaho Code 74-206(1)(d) for the purpose of discussing a loan.

Motion carried unanimous roll call vote.

Executive session commenced at 12:20pm

Loan A: Motion to approve moved by Commissioner Savage, second by Commissioner Silvers, motion passes.

Loan B: Motion to approve moved by Commissioner Hollingsworth, second by Commissioner Silvers, motion passes.

ITEM #15b: RESOURCE CONSERVATION & RANGELAND DEVELOPMENT PROGRAM

PRESENTED BY: TERRY HOEBELHEINRICH

Action: None taken.

Executive session concluded at 1:19pm

ADJOURN:

The meeting was adjourned at 1:19 PM. The next Regular Commission Meeting will be on February 20, 2023, at 2:00 PM MT in Boise, Idaho.

Respectfully submitted,

Karen Sharpnack, Secretary