



IDAHO SOIL & WATER CONSERVATION COMMISSION

REGULAR MEETING NOTICE & AGENDA
Idaho Soil & Water Conservation Commission
May 11, 2017, 10:00 a.m. to 2:00 p.m. MST

Idaho Water Center, 322 E Front St, Suite 560, Boise

TELECONFERENCE # 1-877-820-7831 Passcode: 922837

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.

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 <i>Typically include NRCS, IASCD, IDEA, Attorney General, DFM, OSC, etc.</i>	
	4.	ADMINISTRATION	
*#	a.	Minutes 1. April 13, 2017 Regular Meeting ACTION: Approve April 13, 2017 meeting minutes	Chairman Wright
#	b.	Administrator's Report - Activities - Draft Strategic Plan Distribution for Comments - Commission Meeting Schedule - Call for Nominations for Governor's Awards for Excellence in Agriculture - Administrator's Out of State Travel in FY 2018 ACTION: For information and possible action	Murrison

(*) Action Item

(#) Attachment

ACTION: Staff recommended action for Commission Consideration

May 11, 2017 Reg. Meeting Agenda

Date of Notice: May 4, 2017

*	c.	Financial Report 1. April 30, 2017 ACTION: Approve the April 30, 2017 Financial Reports	Yadon
	5.	PROGRAMS	
	a.	Resource Conservation & Rangeland Development Program Report ACTION: For information only	Hoebelheinrich
#	b.	Resource Conservation & Rangeland Development Program Scope of Authority Under RCRDP and new strategies to increase loan volume ACTION: For information and possible action	Hoebelheinrich, Chapple Knowlton
	c.	District Support Services Update <ul style="list-style-type: none"> • Activities • District Requests for Technical Assistance and Field Staff Hours Inventory ACTION: For information only	Trefz
	6.	OTHER BUSINESS	
	a.	Reports ACTION: For information only	Commissioners, Staff
	7.	ADJOURN The next regular meeting will be in Boise on June 8, 2017.	

(*) Action Item

(#) Attachment

ACTION: Staff recommended action for Commission Consideration

May 11, 2017 Reg. Meeting Agenda

Date of Notice: May 4, 2017



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:

Thursday, April 13, 2017
9:00 am – 11:56 am MST

Location:

Idaho Water Center
322 E Front St, Suite 560
Boise, Idaho

MINUTES

COMMISSION MEMBERS PRESENT:

Norman Wright (Chair) (teleconference)	Gerald Trebesch (Vice-Chair)
Glen Gier (teleconference)	Leon Slichter (Secretary) (teleconference)
Dave Radford (teleconference)	

COMMISSION STAFF PRESENT:

1 Teri Murrison	Terry Hoebelheinrich
2 Katie Wenetta	Cheryl Wilson
3 Rhonda Yadon	Carolyn Firth
4	

PARTNERS AND GUESTS PRESENT:

6 Shantel Chapple Knowlton, Office of the Attorney General
7 Kent Foster, Idaho Association of Soil Conservation Districts
8 Curtis Elke, NRCS
9

10

11 **Chairman Wright was unable to preside. Vice Chair Trebesch chaired the meeting.**

ITEM #1: WELCOME AND ROLL CALL

13 Chairman Trebesch called the meeting to order at 9:00 a.m.
14 Roll call: Chairman Gerald Trebesch, Commissioners Norman Wright, Leon Slichter, David
15 Radford and Glen Gier were present.

16

ITEM #2: AGENDA REVIEW

18 Action: None taken

19

ITEM #3: PARTNER REPORTS

21 Action: None taken

22

23 **ITEM #4a: MINUTES**

24 Action: Commissioner Gier made a motion to *approve the February 20, 2017 minutes as*
25 *submitted*. Commissioner Slichter seconded the motion. Motion carried by unanimous vote.

26

27 **ITEM #4b: ADMINISTRATOR'S REPORT**

28 Action: Commissioner Radford made a motion to *Direct staff to consider and make an additional*
29 *donation of up to \$3,000 to the Idaho NCF International Envirothon should there be a surplus of*
30 *operating funds at the end of FY 2017*. Commissioner Wright seconded the motion. Motion carried by
31 unanimous vote.

32

33 **ITEM #4c: FINANCIAL REPORTS**

34 1. Action: Commissioner Radford made a motion to *approve the Detail Financial Report for the*
35 *month ended January 31, 2017*. Commissioner Slichter seconded the motion. Motion carried by
36 unanimous vote.

37 2. Action: Commissioner Gier made a motion to *approve the Detail Financial Report for the month*
38 *ended February 28, 2017*. Commissioner Slichter seconded the motion. Motion carried by unanimous
39 vote.

40 3. Action: Commissioner Slichter made a motion to *approve the March 31, 2017 Financial Reports*.
41 Commissioner Radford seconded the motion. Motion carried by unanimous vote.

42

43 **ITEM #4d: FY 2018-2021 STRATEGIC PLAN**

44 Action: None taken

45

46 **ITEM #4e: FY 2018 APPROPRIATION AND BUDGET BLUEPRINT**

47 Action: Commissioner Radford made a motion to *approve FY 2018 General and Dedicated Fund*
48 *Blueprints, including setting Trustee and Benefit fund distribution to districts in FY 2018 at:*
49 *\$425,000 in Base funding, \$678,200 in Match Formula funding, \$100,000 in Operating*
50 *funding, and \$50,000 for Capacity Building funding*. Commissioner Wright seconded the
51 motion. Motion carried by unanimous vote.

52

53 Commission recessed at 10:56 AM.

54

55 Commission reconvened at 11:05 AM.

56

57 **ITEM #4f: DEEP SOIL SAMPLING PROJECT FOR MARSH CREEK, MINIDOKA, TWIN FALLS**
58 **PRIORITY AREA**

59 Action: Commissioner Radford made a motion to *approve and authorize Administrator to sign*
60 *service agreement contracts with Ecopoint and Western Labs for sampling and analysis of*
61 *project data*. Commissioner Wright seconded the motion. Motion carried unanimously.

62

63

64 **ITEM #5a: RESOURCE CONSERVATION & RANGELAND DEVELOPMENT PROGRAM REPORT**

65 Action: None taken

66 Commissioner Radford left the meeting at 11:45 AM.

67

68 **ITEM #6a: REPORTS**

69 Action: None taken

70

71 **ITEM #7: ADJOURN**

72 The meeting was adjourned at 11:56 AM. The next Commission Meeting will be held in Boise
73 and via teleconference on May 11, 2017.

74

75 Respectfully submitted,

76

77

78

79 Leon Slichter, Secretary

DRAFT



IDAHO SOIL & WATER CONSERVATION COMMISSION

ITEM #4b

TO: CHAIRMAN WRIGHT AND COMMISSIONERS RADFORD, GIER, WRIGHT, SLICHTER, AND TREBESCH
FROM: TERI MURRISON, ADMINISTRATOR
DATE: APRIL 28, 2017
RE: ADMINISTRATOR'S REPORT

ACTIVITIES

In addition to regular day to day activities, the following activities took place:

- Participated in NASCA conference call
- Attended Envirothon, judged final competition
- Delwyne Trefz attended field tour to Weiser area with NRCS to discuss flooding issues and Emergency Watershed Program.
- Attended Growing Together Roundtable (hosted by Cities of Meridian, Nampa) with staff of Ada Soil and Water Conservation District to discuss possible establishment of farm for demonstration of farming and Agricultural stewardship practices on Canyon and Ada County border

DRAFT STRATEGIC PLAN DISTRIBUTION FOR COMMENTS

The revised Draft Strategic Plan was distributed to the review committee. As of today, only two comments have been received:

- Chris Simons responded that it “looks good. Good editing by all”.
- Art Beal asked: “On item five for what purpose a video? Who is to be the audience? How will this help get conservation on the ground?” I responded: “Thanks for that question Art. It will be the third time we've made a video (Whiskey Creek, Envirothon) that has been used in our germane committee reports to the Legislature. The commissioners, after the first year, said they wanted one made every year because it shows better than a PowerPoint so the Legislature sees what is done with the money districts get in a clear and compelling way. This objective was in last year's plan too - you may have forgotten.” He asked: “OK thanks. Do you include partners in this effort?” I responded: “Absolutely. Feature districts and projects (like Whiskey Creek).”

Should there be more comments, we will present them at your meeting. Since there were no further changes, after your meeting we plan to distribute the Draft Plan to all districts and staff, asking for comments and suggested revisions by 31st for your consideration at the June meeting.



IDAHO SOIL & WATER CONSERVATION COMMISSION

COMMISSION MEETING SCHEDULE

The remaining FY 2017 Regular Commission tentative meeting dates and locations are as follows:

Date & Time	Meeting, Location	Meeting Type
June 8, 10:00 am – 2:00 pm	Regular meeting, 322 E. Front Street, Suite 560, Boise	In person
June 10, CANCELLED	Joint Board Meeting with IASCD (their meeting will be held in No. Idaho, not Boise)	N/A

Should there be important business to conduct, the Chairman may elect to call a special meeting via teleconference for its consideration.

CALL FOR NOMINATIONS FOR GOVERNOR'S AWARDS FOR EXCELLENCE IN AGRICULTURE

Attached is a copy of a memo from Rick Waitley requesting nominations for next year's Governor's Awards for Excellence in Agriculture. Although the Commission has not typically nominated anyone, given our subject-matter familiarity with conservation in Idaho, nominating a candidate (or several) would be appropriate and would raise the profile of voluntary conservation and the Commission in the Ag community.

ADMINISTRATOR'S OUT OF STATE TRAVEL IN FY 2018

I would appreciate discussion of my overall travel next fiscal year since in addition to regular in-state travel, I have scheduled out of state travel in the fall to the NASCA annual conference, in the spring for the NASCA Board Retreat, and to one or two NACD regional/annual meetings.

This year's 2017 Envirothon will be held July 23-29th at Mount St. Mary's University in Emmitsburg, Maryland. Idaho will send a team from Skyline High School in Idaho Falls. The Idaho Envirothon Committee has requested that I attend with the team since I am a National Envirothon Foundation board member and the 2018 competition will be held in Pocatello. The cost of this trip would be approximately \$1,000. Information about the competition can be found at <https://www.envirothon.org/the-competition/current-competition>. Should you feel it is important for me to attend as well, we will include it in the budget.

ACTION: For information and possible action

ATTACHMENTS:

- Ag Summit (Waitley) Memo re Nominations for Governor's Awards for Excellence in Agriculture



55 SW 5th Avenue, Suite 100
Meridian ID 83642
208-888-0988
208-888-4586 (fax)
www.idahoagsummit.org

April 12, 2017

TO: Agriculture Associations, County Extension offices, Northwest Farm Credit Services, USDA FSA, Idaho AgCredit, Commodity Commissions, and Soil and Water Conservation Districts

FR: Rick Waitley, Executive Director

Governor's Awards for Excellence in Agriculture

July 1 is the deadline for nominations for the Governor's Awards for Excellence in Agriculture to be presented at the 2018 Larry Branen Idaho Ag Summit. Now is the time to get started collecting information for your nomination(s). The dates of the 2018 Summit have been set for February 19-20 at the Red Lion Downtowner Hotel in Boise.

Enclosed is a copy of the *Governor's Awards Nominees-2017*, listing names currently in the pool for consideration. Names are held for three years from the initial date of submission.

Over the years, a number of outstanding Idaho residents have been recognized for their investment in Idaho agriculture. The *Idaho Governor's Awards for Excellence in Agriculture Recipients* is enclosed for your review and indicates the quality of people recognized by the Governor. This year I have enclosed the **yellow sheet** which lists the names in alpha order.

Also enclosed is the *Idaho Governor's Award for Excellence in Agriculture* criteria information sheet with the *Nomination Form* on the backside. The application and other award information are also available on the Idaho Ag Summit website at www.idahoagsummit.org.

In submitting a nomination, please highlight activities and achievements of the nominee and support the nomination with letters of recommendation, background information, etc. Email recommendation letters to Joanne York at joanne@amqidaho.com.

If you have any questions about this process, the current pool of candidates, or the enclosed information, please feel free to contact me by calling 208-888-0988, or contact Joanne York at the email address listed above. Please spread the word regarding the Governor's Awards to anyone who might be interested. We are looking forward to your nomination!

Encl: *Governor's Awards Nominees in the pool for 2017 nominees*
Idaho Governor's Awards for Excellence in Agriculture Recipients (yellow – alpha order)
Idaho Governor's Award for Excellence in Agriculture criteria info sheet/Nomination Form



GOVERNOR'S AWARD FOR EXCELLENCE IN AGRICULTURE

Criteria for Nominations

The Larry Branen Idaho Ag Summit committee is seeking nominations for the Governor's Awards for Excellence in Agriculture. As part of the annual Ag Summit, the Governor recognizes individuals and organizations that have made outstanding contributions to the Idaho agricultural industry.

Recipients are chosen from nominations received from organizations or individuals. Nominations must be received at 55 SW 5th Ave, Suite 100, Meridian, ID 83642 or can be emailed to joanne@amgidaho.com by July 1.

The awards are not limited to agriculture producers. For example, a nominee for the Education and/or Advocacy category could be a local agriculture reporter or someone on a chamber of commerce agriculture committee. The purpose of each award is to recognize outstanding individuals who impact agriculture in a positive way.

This is a wonderful opportunity for honorees to be recognized by their peers and state leaders for their contributions to agriculture and Idaho. Please take the time to consider nominating someone you know that should be recognized for his or her important contribution to agriculture.

Category Descriptions

Education and/or Advocacy: A person in any profession who is committed to educating Idaho citizens about the importance of agriculture and the agricultural industry to their life, culture and economy. An advocate is one who is devoted to promoting agriculture to the public, government and other decision makers at the local, state and/or national level. Education and/or Advocacy may be presented as one or separate awards; however, only one award may be presented in this category each year.

Environmental Stewardship: An individual or agri-business that demonstrates a commitment to maintaining and improving the quality of the air, water or soil as a result of innovative practices, technologies and/or partnerships.

Marketing Innovation: A grower, shipper, processor or commodity group that demonstrates excellence and effectiveness of individual programs conducted in an effort to develop or increase sales of Idaho food or agriculture products, internationally or domestically. This may include development and use of new markets, new marketing methods or new uses for agriculture products and/or services.

Technical Innovation: An individual or agri-business that develops or implements new methods or mechanisms to advance agricultural production or processing.

Lifetime Achievement: An individual who has dedicated his or her life to the advancement of agriculture through production, innovation, improvement, leadership, service and/or advocacy and who embodies the high standards of Idaho agriculture and sets an example for others to follow.

**Larry Branen Idaho Ag Summit
Governor's Award for Excellence in Agriculture
Nomination Form – Due July 1**

Name of Nominee _____
Title and Business (if applicable) _____
Address _____
City/State/Zip _____
Work phone _____ Home phone _____
E-mail _____

Award Category nominated for:

(more than one category may be checked)

See award descriptions on other side

NOTE: No nominee who has received an award will be eligible for a second award until after 5 years have passed. The individual must then be nominated by a different organization and in a different category.

- _____ Education and/or Advocacy
- _____ Environmental Stewardship
- _____ Marketing Innovation
- _____ Technical Innovation
- _____ Lifetime Achievement

Please respond to the following items on a separate sheet. Additional information pertinent to the Governor's Award for Excellence in Agriculture is welcome. Please include only information relevant to the award.

1. Provide a brief description of nominee (ag-related work/business history, education, family, etc.)
2. Describe specific achievements in the category for which the nomination is submitted and provide examples of the nominee's activities and accomplishments.
3. List nominee's involvement in agricultural organization and leadership roles related to agriculture.

Additional information, including letters of recommendation, that further illustrate the nominee's accomplishments are welcome. Nominations will be held in the candidate pool for three (3) years from the initial date of nomination.

Nominating information:

Name _____
Organization _____
Address _____
City/State/Zip _____
Phone _____ E-mail _____

Send completed application to:

**Idaho Ag Summit
Governor's Award Committee
55 SW 5th Ave, Suite 100
Meridian, ID 83642**

Fax: 208-888-4586 email: joanne@amgidaho.com

Nominations Due JULY 1

Ag Summit Governor's Award Nominees Currently in Pool

(Eligible for three (3) years from date of nomination)

YEAR OF NOMINATION	YEAR OF AWARD	NAME	NOMINATED BY	CATEGORY
2017	2018			
2016	2017	Martha Cunningham Rudy DeWit Tim Dillin Dr. Saad Hafez Loren McIntyre Bill Novinger Frank Priestly Phillip Soulen	Idaho Wine Commission Idaho Wheat Commission U of I Ext. Boundary Co. Bayer Crop Science Idaho Hay & Forage Association Gooding Soil Conservation District Idaho Farm Bureau Idaho Wool Growers Assn.	Marketing Innovation Technical Innovation Edu/Adv. Marketing Innovation Lifetime Achievement (1996 Education/Advocacy Award) Edu/Adv. Marketing; Technical; Lifetime Achievement Environmental Stewardship; Lifetime Achievement Lifetime Achievement Lifetime Achievement
2015	2016	Arthur Beal Dan Dixon Drew Eggers Jim Little Carl Lufkin Richard Savage	Squaw Creek SWCD Idaho AITC LIA Idaho Cattle Association Idaho Cattle Association Idaho Cattle Association	Lifetime Achievement Edu/Adv. Technical Innovation; Lifetime Achievement Edu/Adv. Env. Stewardship; Lifetime Achievement Lifetime Achievement Environmental Stewardship Edu/Adv. Marketing Innovation; Lifetime Achievement

Ag Summit
Governor Award Winners - Alpha (4/11/2017)

Ritchie	Janis	Education/Advocacy	2006
Roberts	Orville* & Louise	Lifetime Achievement	1999
Rush	Dick	Lifetime Achievement	2005
Sample	Dan	Education/Advocacy	2014
Sasser	Garth	Technical Innovation	2017
Seyedbagheri	Mir-M	Environmental Stewardship	2012
Seyedbagheri	Mir-M	Education/Advocacy	1995
Silver	Lary	Education/Advocacy	2005
Simplot	J.R.*	Lifetime Achievement	2003
Sommer	Tim	Marketing Innovation	2016
Stevenson	John "Bert"	Lifetime Achievement	2015
Stewart	Jim & Marcella	Environmental Stewardship	2003
Stroschein	Tom	Lifetime Achievement	1996
Strouder	Dr. Bill*	Lifetime Achievement	2008
Thiessen	Wayne	Lifetime Achievement	2007
Thornton	Dr. Michael	Technical Innovation	2012
Tsukamoto	Masa*	Technical Innovation	2010
Wada	Albert	Marketing Innovation	2008
Waitley	Rick	Education/Advocacy	1998
Walker	Dr. John	Marketing/Technical Innovation	1997
Wilder	Steve	Education/Advocacy	2017
Willard	Miles	Marketing/Technical Innovation	1995
Wilson	Peter K.*	Lifetime Achievement	2000
Winterfeld	Delbert & June	Environmental Stewardship	1997
Wittman	Dick	Environmental Stewardship	2002
Wittman	Marvin*	Lifetime Achievement	2013
Wood	Mary Lee	Education/Advocacy	2008
Woodard	Maurice	Lifetime Achievement	1995
Wooten	Kip	Environmental Stewardship	2004
Wyatt	Grant	Marketing Innovation	2010

AG Summit
Governor Award Winners - Alpha

(Current as of: Ag Summit 2017)

Last Name	First Name	Award	Year
A to Z Retained Ownership, Inc.		Marketing Innovation	1999
AgriSource, Inc. - Mendenhall	Bill*	Marketing/Technical Innovation	2006
Alder	Kathy	Education/Advocacy	2002
Anderson	Gayle	Education/Advocacy	2013
Anderson	Joe	Education/Advocacy	2011
Andrus	Ken	Lifetime Achievement	2016
Atchley	Clen & Emma	Lifetime Achievement	2012
Ball	Gary	Lifetime Achievement	1995
Ball	Don	Environmental Stewardship	1996
Ballard	Steve & Stacie	Marketing Innovation	2011
Batt	Governor Phil	Lifetime Achievement	2011
Beyeler	Merrill	Environmental Stewardship	2016
Biar	John	Education/Advocacy	2016
Bitner	Ron	Technical Innovation	2016
Blair	Robert	Technical Innovation	2013
Blattner	Jeanie	Education/Advocacy	2001
Bolz	Darrell	Education/Advocacy	1997
Brackett	Jared	Technical Innovation	2015
Brockway	Dr. Chuck	Marketing/Technical Innovation	2003
Burkhardt	Julie	Environmental Stewardship	2011
Cellan	Sid	Environmental Stewardship	2017
Clark	Leah	Marketing Innovation	2012
Coiner	Charles	Environmental Stewardship	2004
Corbett	Craig	Marketing Innovation	2014
Crabtree	Carl	Education/Advocacy	2009
Cranney	Michael	Education/Advocacy	2007
Dean	Dr. Bill	Technical Innovation	2009
Diehl	William (Ted)	Lifetime Achievement	2002
Dixon	Don	Education/Advocacy	2003
Fallahi	Dr. Esmaeil	Technical Innovation	2008
Faulkner	John	Lifetime Achievement	2014
Franklin	DeLance "Doc"*	Lifetime Achievement	1997
Gallup	Gordon	Environmental Stewardship	2006
Garber	Richard	Lifetime Achievement	2009
Geary	Tom	Lifetime Achievement	1998
Grant	Duane	Education/Advocacy	2015
Gray	Lawerance & Mary Lou*	Lifetime Achievement	2004
Grim	Lowell & Joanne	Environmental Stewardship	2007
Gross	Doug	Lifetime Achievement	2017
Guenther	Dr. Joseph	Technical Innovation	2007

Ag Summit
Governor Award Winners - Alpha (4/11/2017)

Guthrie	Jim & Carol	Environmental Stewardship	2008
Hafez	Dr. Saad	Education/Advocacy	1996
Hillco Technologies		Technical Innovation	2011
Hobbs	Carl J.	Marketing/Technical Innovation	2004
Hopkins	Ivan	Lifetime Achievement	2000
Idaho Irrigation Equipment Assoc.		Education/Advocacy	2012
Idaho OnePlan		Marketing/Technical Innovation	2005
Jensen	Wayne & Jacie	Education/Advocacy	1999
Kauffman	Clark & Debbie	Marketing Innovation	2013
Ledbetter	Dr. Greg	Technical Innovation	1999
Ledbetter	Greg	Environmental Stewardship	2010
Lee	Arthur	Lifetime Achievement	2010
Little	David* & Geraldine*	Lifetime Achievement	2001
Mahler	Dr. Robert	Environmental Stewardship	1998
Mann	Kent	Environmental Stewardship	2015
May	Ralph	Technical Innovation	1999
McIntosh	Art and Doug	Marketing Innovation	2017
McKellip	Robert	Technical Innovation	2014
McKellip	Lewis*	Technical Innovation	2002
McNabb	John B.	Environmental Stewardship	2005
Meadows	William	Marketing Innovation	2009
Miller	Dr. John	Education/Advocacy	2010
Mulkey	Bruce	Environmental Stewardship	1999
Mundt	Dr. John	Education/Advocacy	2004
Nelson	Dr. Greg	Lifetime Achievement	2006
Nelson	Dave*	Environmental Stewardship	2001
Olson	Kelly	Marketing Innovation	2015
Pals	Dr. Douglas	Education/Advocacy	2000
Phillips	Clyde* & Jan	Environmental Stewardship	2009
Pline	Dale* & Ellen	Lifetime Achievement	1998
Purdy	Bud* & Ruth*	Lifetime Achievement	1996
Purdy	Nick	Environmental Stewardship	2013
Raybould	Dell	Marketing/Technical Innovation	1998
Rebholtz	Robert*	Lifetime Achievement	1997
Rimbey	Neil	Environmental Stewardship	2014



**IDAHO SOIL & WATER
CONSERVATION COMMISSION**

Item # 4c

TO: CHAIRMAN WRIGHT AND COMMISSIONERS RADFORD, GIER, SLICHTER, AND TREBESCH
FROM: RHONDA YADON, FISCAL & HR MANAGER
DATE: MAY 4, 2017
RE: FINANCIAL REPORTS, FISCAL MATTERS

FINANCIAL REPORTS

The reports for the month ending April 30, 2017, including the financial projections for the remainder of the year, will be available for your review next week. The state financial reporting system doesn't close for the month of April until May 3rd. I will have the Detail Financial Report, as well as the Summary Financial Report emailed to you no later than Monday, May 8th. We should end the year very close to budget in the general fund as the projected expenditures for April through June is only approximately 13%. Overall, I believe that we are in good financial standing. I will review these reports on all the funds at your meeting and will answer any questions you may have.

NEW HIRES AND VACANCIES

Delwyne Trefz and Teri Murrison are working together on hiring the technical records specialist 2 staff replacement for our Headquarters Office. Interviews are planned to begin this month and they hope to be able to make an offer by the end of the month. We hope to have the name of our new employee by your June Board Meeting.

COMMISSIONER HONORARIUMS

Below is a schedule of the honorarium balances as of April 21, 2017. Included in the schedule is the days and amounts budgeted for each Commissioner for FY17. We have spent 52.6% of the Honorarium Budget. We are also in good standing with approximately \$1,400 in the Operating Travel Budget for Commissioners as we have spent 85.7% of the allocation as of March 31, 2017. I will update you with the April percent spent at your meeting.

Commissioner	Days Budgeted/ Traveled to Date	Benefit Costs included in Honorariums	Honorariums Budgeted	Expended to Date	Projected Balance/ (Overage)
Wright	26 / 23	\$104	\$1,404	\$1,243	\$161
Gier	20 / 10	\$80	\$1,080	\$538	\$542
Trebesch	20 / 7	\$80	\$1,080	\$377	\$703
Radford	22 / 10	\$88	\$1,188	\$538	\$650
Slichter	24 / 9	\$96	\$1,296	\$484	\$812
Totals		\$450	\$6,050	\$3,181	\$2,869

RECOMMENDED ACTION: Approve the April 30, 2017 Financial Reports

SWC DETAIL FINANCIAL REPORT AS OF APRIL 30, 2017

GENERAL FUND	PERSONNEL			OPERATING			CAPITAL OUTLAY			TRUSTEE & BENEFITS			CASH			
FY17	BUDGET	ACTUAL EXPENSE Thru End of Current Month	BALANCE	BUDGET	ACTUAL EXPENSE Thru End of Current	BALANCE	BUDGET	ACTUAL EXPENSE Thru End of Current	BALANCE	BUDGET	ACTUAL EXPENSE Thru End of Current Month	BALANCE	BEG CASH AT 7/1/16	PLUS TOTAL REC TO DATE	LESS TOTAL EXP TO DATE	ACTUAL CASH BALANCE End of Current
INDEX																
7101 MANAGEMENT ADMIN	360,800	262,129	98,671	54,230	41,827	12,403	12,793	12,543	250				427,573	250	316,499	111,324
7111 MANAGEMENT BOARD	6,000	2,863	3,137	9,565	8,502	1,063							15,565		11,365	4,200
7201 FIELD STAFF	442,400	382,151	60,249	60,289	53,855	6,434	29,206	22,506	6,700				525,895	6,000	458,512	73,383
7301 PROGRAMS	257,800	182,857	74,943	25,530	22,739	2,791							283,330		205,596	77,735
7310 DISTRICT ALLOCATIONS										1,103,200	1,103,200	0	1,103,200		1,103,200	0
7320 DISTRICT CAPACITY BLDG										150,000	150,000	0	150,000		150,000	0
7350 CREP	134,000	113,935	20,065	23,606	21,039	2,567	26,932	22,669	4,263				180,938	3,600	157,643	26,895
TOTAL GENERAL FUND 0001	1,201,000	943,935	257,065	173,220	147,962	25,258	68,931	57,718	11,213	1,253,200	1,253,200	0	2,686,501	9,850	2,402,815	293,536
FY16 ENCUMBRANCES				2,110	1,920	190	27,850	27,850	0						29,770	190
		78.60%			85.42%			83.73%			100.00%				89.44%	
7313 DISTRICT ECON RECOVERY										100,000	100,000	0	100,000		100,000	0
TOTAL FUND 0150	0	0	0	0	0	0	0	0	0	100,000	100,000	0	100,000	0	100,000	0
											100.00%				100.00%	
7325 SWC PROFESSIONAL SERV				30,000	801	29,199							30,149	215	801	29,563
TOTAL FUND 0450	0	0	0	30,000	801	29,199	0	0	0	0	0	0	30,149	215	801	29,563
FY16 ENCUMBRANCES				14,689	0	14,689										
					2.67%										2.66%	
DEDICATED FUND	PERSONNEL			OPERATING			CAPITAL OUTLAY			CASH				BALANCE SHEET		
FY17	BUDGET	ACTUAL EXPENSE thru End of Current Month	BALANCE	BUDGET	ACTUAL EXPENSE Thru End of Current	BALANCE	BUDGET	ACTUAL EXPENSE Thru End of Current	BALANCE	BEG CASH AT 7/1/16	PLUS TOTAL REC TO DATE	LESS TOTAL EXP TO DATE	ACTUAL CASH BALANCE End of Current	NOTES RECEIVABLE 7/1/16	LOANS PAID OUT, COLLECTIONS /ADJUSTMENTS TO DATE	NOTES RECEIVABLE End of Cur period
7351 RCRDP LOAN ADMIN	166,500	129,524	36,976	144,838	62,892	81,946	662	662	0	6,902,717	860,998	689,584	7,074,131	2,960,215	496,494 (719,044)	2,737,665
TOTAL RCRDP ADMIN 0522-01	166,500	129,524	36,976	144,838	62,892	81,946	662	662	0	6,902,717	860,998	689,584	7,074,131			
		77.79%			43.42%			100.00%				9.99%				
7361 REVOLVING LOAN - DEQ				30,000	1,886	28,114				37,346	12,879	1,886	48,339	494,587	0 (64,581)	430,006
TOTAL DEQ LOAN 0529-16	0	0	0	30,000	1,886	28,114	0	0	0	37,346	12,879	1,886	48,339			
					6.29%							5.05%		ADV FROM PAYMENTS/ADJ TO DATE	ADV FROM TO DATE	END OF CUR PERIOD
														438,418	(64,009)	374,409

Soil and Water Conservation FY2017 YTD Financial Summary Through April 30, 2017

(Does not include FY2016 encumbrances)

Updated: 5/8/2017

Fund Summaries

Appropriation

Fund Source	General Fund				Professional Services				RCRDP Loan Administration				Revolving Loan			
Personnel Funds	Budget	Expenditures	Expenditures Projected	Remaining					Budget	Expenditures	Expenditures Projected	Remaining				
	\$ 1,201,000	\$ 943,935	\$ 249,137	\$ 7,928					\$ 166,500	\$ 129,524	\$ 31,298	\$ 5,678				
Operating Funds	Budget	Expenditures	Expenditures Projected	Remaining	Budget	Expenditures	Expenditures Projected	Remaining	Budget	Expenditures	Expenditures Projected	Remaining	Budget	Expenditures	Expenditures Projected	Remaining
	* \$ 173,220	\$ 147,962	\$ 17,405	\$ 7,853	\$ 30,000	\$ 801	\$ 9,731	\$ 19,468	* \$ 144,838	\$ 62,892	\$ 32,989	\$ 48,957	\$ 30,000	\$ 1,886	\$ 4,000	\$ 24,114
Capital Funds	Budget	Expenditures	Expenditures Projected	Remaining					Budget	Expenditures	Expenditures Projected	Remaining				
	* \$ 68,931	\$ 57,718	\$ -	\$ 11,213					* \$ 662	\$ 662	\$ -	\$ -				
Trustee and Benefit	Budget	Expenditures	Expenditures Projected	Remaining												
	\$ 1,253,200	\$ 1,253,200	\$ -	\$ -												

* Requested \$4,281 to Roll Down to Pay for New Cubicles

* Requested \$662 to Roll Down to Pay for Half of Receptionist Cubicle

Cash Balance at 04/30/17

Fund Source	General Fund				Professional Services				RCRDP Loan Administration				Revolving Loan			
	Beg Cash at 7/1/16	Plus Total Receipts	Less Total Expenses	Actual Cash balance	Beg Cash at 7/1/16	Plus Total Receipts	Less Total Expenses	Actual Cash balance	Beg Cash at 7/1/16	Plus Total Receipts	Less Total Expenses	Actual Cash balance	Beg Cash at 7/1/16	Plus Total Receipts	Less Total Expenses	Actual Cash balance
	\$ 2,686,501	\$ 9,850	\$ 2,402,815	\$ 293,536	\$ 30,149	\$ 215	\$ 801	\$ 29,563	\$6,902,717	\$ 860,998	\$ 689,584	\$ 7,074,131	\$ 37,346	\$ 12,879	\$ 1,886	\$ 48,339



IDAHO SOIL & WATER CONSERVATION COMMISSION

COMMISSION

Item 5a

H. Norman Wright
Chairman

Jerry Trebesch
Vice Chairman

Leon Slichter
Secretary

Dave Radford
Commissioner

Glen Gier
Commissioner

Teri A. Murrison
Administrator

TO: CHAIRMAN WRIGHT, COMMISSIONERS GIER, RADFORD, SLICHTER, AND TREBESCH
FROM: TERRY HOEBELHEINRICH, LOAN OFFICER
DATE: April 27, 2017
RE: RESOURCE CONSERVATION AND RANGELAND DEVELOPMENT PROGRAM UPDATE

Since the last report date of March 31, the following activities have been conducted by staff:

Marketing	<p>Completed</p> <ul style="list-style-type: none"> • Evaluated Statute & Rules with legal counsel for expanded or new lending options. • Evaluated loan potential from CRP lands • Evaluated potential projects from NRCS Field Office Technical Guide <p>In Process</p> <ul style="list-style-type: none"> • Follow Up With District Conservationists Regarding New EQIP Contracts
Loan Applications	<ul style="list-style-type: none"> • 8 loan inquiries • no applications received • no loans approved or denied
Loan Portfolio	<ul style="list-style-type: none"> • 69 loans, \$2,848,193 • \$187,355 approved, but not disbursed • No Delinquencies
Administration	<ul style="list-style-type: none"> • Completed Personnel Evaluations

ACTION: For Information Only



IDAHO SOIL & WATER CONSERVATION COMMISSION

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Item 5b

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Administrator

TO: CHAIRMAN WRIGHT, COMMISSIONERS GIER, RADFORD, SLICHTER, AND TREBESCH

FROM: TERRY HOEBELHEINRICH, LOAN OFFICER

DATE: April 27, 2017

RE: RESOURCE CONSERVATION AND RANGELAND DEVELOPMENT PROGRAM SCOPE OF AUTHORITY & NEW STRATEGIES TO INCREASE LOAN VOLUME

Attached, please find a memo from Shantel Chapple Knowlton presenting her counsel on RCRDP Scope of Authority. She will attend your meeting to present this information and answer questions.

Strategy	<ul style="list-style-type: none"> • Applicants are reducing loan request to \$50,000 to speed up approval process. • SOLUTION: Increase Loan Officer's Approval Authority to \$75,000 to \$100,000
Strategy	<ul style="list-style-type: none"> • Pursue New Projects • NRCS Field Office Technical Guide (estimated 150 practices) • Energy Loans (Not Allowed per Legal Counsel's Advisement) • Watch For Opportunities As They Arise • CRP Lands (Bannock, Power, Latah) • 2017 Flooding
Strategy	<ul style="list-style-type: none"> • Using County Assessor Values Usually Understates Market Values & Results in Reduced Loans Amounts or No Loan At All. (Power County \$632/ac, Gooding \$309/acre, Owyhee County \$650/ac, Twin Falls County \$2,126/ac) • Using A Licensed Appraiser Results In A Well-Supported Value Estimate. It is Expensive, Time-Consuming & Staff Believes Applicants Are Hesitant to Use This Method. • SOLUTION: Utilize a Valuation Based On Confirmed Land Sales, Multiple Balance Sheet Values, i.e. 50% of Estimated Value
Strategy	<ul style="list-style-type: none"> • Pursue An Administrative Rule Change to More Easily Lend to Public Entities (3 Credit Reports, Collateral, Personal Guarantees?) • 9-12 Month Process, 25 Steps, Expensive, Hearing. • Outcome is Uncertain. Results May Be Unintended. • Potential Additional Loan Volume is Questionable.

ACTION: For Information and Possible Action

Attachment: RCRDP SCOPE OF AUTHORITY – CHAPPLE KNOWLTON



**IDAHO SOIL & WATER
CONSERVATION COMMISSION**

**TO: CHAIRMAN WRIGHT AND COMMISSIONERS RADFORD, GIER,
WRIGHT, SLICHTER, AND TREBESCH**

FROM: SHANTEL CHAPPLE KNOWLTON

DATE: APRIL 27, 2017

RE: RCRDP SCOPE OF AUTHORITY

You have asked two questions regarding the scope of the Idaho Soil and Water Conservation Commission's ("the Commission's") authority to administer loans from the Idaho Resource Conservation and Rangeland Development Program ("RCRDP") fund. First, what are the limitations on the practices the Commission may fund under RCRDP? Second, what are the limits on "eligible applicants" for a RCRDP loan?

I. Eligible Practices

The Commission's authority to distribute loans from the RCRDP fund is governed by statute and administrative rules. Idaho Code § 22-2716 provides that "[i]t is the intent of the state of Idaho to provide a means by which funds . . . can be obtained and utilized for the accelerated development of water quality programs, multiple use forest land, rangeland, and agricultural land conservation improvements in the state." Idaho Code § 22-2730 created the RCRDP fund and provides that the Commission "may expend from the fund such sums as it shall deem necessary for any of the conservation improvements, projects and programs provided for under this chapter under such terms and conditions provided for in the Commission's rules and the water quality program for agriculture."

Idaho Code § 22-2731 states that the RCRDP fund shall be allocated by the Commission:



IDAHO SOIL & WATER CONSERVATION COMMISSION

- (1) To eligible applicants for conservation improvements which it deems to be “in the public interest” in such amounts as are necessary for the implementation of conservation measures identified in a conservation plan;
- (2) To eligible applicants for the purpose of conservation improvements on rangelands, agricultural lands and riparian lands, which will provide environmental enhancement to soil, water, wildlife and related resources;
- (3) For the purpose of implementing conservation improvements, projects and the water quality program for agriculture.¹

Notably, the purposes for which an RCRDP loan may be granted are very broad under this provision, including conservation improvements the Commission deems to be “in the public interest.” The RCRDP Rules provide more specific parameters as to what projects are eligible for RCRDP funding.

The RCRDP Rules provide that “[d]ecisions concerning the use of program funds shall be based on achievement of program objectives.” IDAPA 60.05.01.012.02. The objectives of the RCRDP program are to: (a) conserve soil resources; (b) conserve water resources; (c) improve riparian areas for multiple use benefits; (d) protect or improve existing beneficial uses of the state’s waters; (e) conserve and improve fish and wildlife habitat; and (f) increase agricultural productivity of cropland, orchards, pasture and hayland, rangeland, and woodland. IDAPA 60.05.01.012.01.

The RCRDP Rules also define an “Eligible Practice for Loans” as “[a] practice listed in the field office technical guide.” IDAPA 60.05.01.010.12. The field office technical guide is

¹ Idaho Code 22-2731 further provides that the Commission “shall establish a priority list for conservation improvements, projects and the water quality program for agriculture. The priority list shall be used as the method for allocation of funds loaned under this chapter.” I.C. § 22-2730(2). It is my understanding that the Commission has not established a priority list because there has not been a situation where there are more eligible loan applications than funds available.



IDAHO SOIL & WATER CONSERVATION COMMISSION

defined as “[t]he primary technical reference used by NRCS and the Districts.”² IDAPA 60.05.01.010.10. However, the rules also provide for a “special practice” defined as “[a] practice (not listed in the field office technical guide) that includes a proven, modern technique that is necessary to solve a resource problem and meet program objectives as determined by the local District.” IDAPA 60.05.01.010.21. A special practice must be approved by the Commission before it becomes an eligible practice. IDAPA 60.05.01.058.01.

These requirements appear to follow the Legislative Declaration of Policy stated in Idaho Code § 22-2716. “[C]onservation plan implementation shall include best management practices implemented according to the standards and specifications developed by the United States department of agriculture natural resources conservation service (NRCS) as designated by the agricultural pollution abatement plan.” I.C. § 22-2716(4)(d).

Those practices shall include, but not be limited to: water management systems; prescribed grazing; forest stand improvement; establishment of grass, trees and shrubs to reduce wind and water erosion; promotion of sound community development; protection of water and air resources from agricultural nonpoint sources of impairment; maintenance, restoration or enhancement of wetlands and fish and wildlife habitat; protection of upstream watersheds from flood risk; and protection of watersheds from the effects of chronic water shortages and risk.

Id.

Based on the foregoing, an eligible practice for an RCRDP loan is a conservation practice, improvement, or project that (1) is based on achieving at least one of the program objectives listed in IDAPA 60.05.01.010.12 and (2) either is a practice listed in the NRCS Field

² Attached hereto is the Introduction and Table of Contents for § IV of the NRCS Field Office Technical Guide for Idaho, listing approved conservation practices.



IDAHO SOIL & WATER CONSERVATION COMMISSION

Manual or is a special practice that uses a “proven technique” and has approved by the Commission.

II. Eligible Applicants

Idaho Code section 22-2731 states that funds under the RCRDP program shall be allocated to “eligible applicants.” This provision originally used the term “individuals,” but was changed to eligible applicants in 1992 to clarify the intent of the law “to allow for loans and grants to be made to organizations and associations such as grazing associations etc. for the purposes of public benefit.” Statement of Purpose, RS01342, H.B 770 (1992); 1992 Idaho Sess. Laws ch. 270. A definition of “eligible applicant” was then added to Idaho Code § 22-2717 in 2003. 2003 Idaho Sess. Laws ch. 107. Section 22-2717(10) defines an eligible applicant as “an individual agricultural owner, operator, partnership, corporation, conservation district, irrigation district, canal company or other agricultural or grazing interest.”

The RCRDP Rules, however, provide a different definition: “Any individual, partnership, association, trust, estate, private corporation, or any *other private legal entity* that is recognized by law as the subject of rights and duties who files an application with the appropriate local District of a loan under the provisions of the act.” IDAPA 60.05.01.010.02 (emphasis added). This definition is substantially the same as the definition adopted in the 1994 version of the RCRDP Rules except “Soil Conservation District” was changed to “local District” in 2010.

It appears that RCRDP Rules contemplate an eligible applicant being a “private” individual or entity, while the definition of “eligible applicant” in Idaho Code § 22-2717 expressly includes public and quasi-public entities such as conservation districts and irrigation



IDAHO SOIL & WATER
CONSERVATION COMMISSION

districts. *See* I.C. § 22-2719(6); *Tingwell v. King Hill Irr. Dist.*, 66 Idaho 76, 79, 155 P.2d 605, 606 (1945).

Where there is a conflict between the statutory definition and the definition provided in the Commission’s administrative rules, the statute controls. “Although administrative regulations and rules may be promulgated to implement statutes and the exercise of delegated authority, and duly adopted administrative regulations and rules have the force of law, administrative regulations and rules do not supplant statutory law.” *Mead v. Arnell*, 117 Idaho 660, 666, 791 P.2d 410, 416 (1990).

The statutory definition of “eligible applicant” expressly includes conservation districts. However, a soil conservation district “shall constitute a governmental subdivision of this state, and a public body corporate and politic.” I.C. § 22-2722. Because of such designation, conservation districts appear to fall within the scope of article VIII, § 3, Idaho Constitution, which provides that:

No county, city, board of education, or school district, or *other subdivision of the state*, shall incur any indebtedness, or liability, in any manner, or for any purpose, exceeding in that year, the income and revenue provided for it for such year, without the assent of two-thirds of the qualified electors thereof voting at an election to be held for that purpose ... Any indebtedness or liability incurred contrary to this provision shall be void....

Idaho Const. art. VIII, § 3(emphasis added); *see also Greater Boise Auditorium Dist. v. Frazier*, 159 Idaho 266, 267–68, 360 (2015) (article VIII, § 3, Idaho Constitution applies to “governmental subdivisions”).

Additionally, it appears that conservation districts were not given authority to assume debt under Chapter 27, Title 22, Idaho Code. Section 22-2722(3) states that any agreements a



IDAHO SOIL & WATER CONSERVATION COMMISSION

conservation district enters into to carry out conservation improvements must be made “within the limits of appropriations duly made available to it by law.” This would preclude conservation districts from assuming any debt associated with implementing conservation improvements. It is also unlikely that a loan to a conservation district would meet the requirement that the Commission have “reasonable assurance that the borrower can repay the loan.” I.C. § 22-2732(c)(2). A conservation district’s ability to pay is contingent on appropriations from the Legislature, and the Legislature is not obligated to appropriate funds necessary to repay the obligation. In sum, although conservation districts are included in the definition of “eligible applicants” in Idaho Code § 22-2717, conservation districts would not be able to apply for RCRDP loans because they do not have authority to assume debt and the Commission arguably would not have “reasonable assurances” that a conservation district could repay the loan.³

The same concerns are not present when considering irrigation districts. Irrigation districts are given the power to assume debt under Idaho Code § 43-401. However, the decision to take on indebtedness must pass an election with two-thirds of the vote of qualified electors in the district.⁴ Because an irrigation district is authorized to raise assessments to pay for debts incurred and interest, the Commission would also have reasonable assurances that an irrigation district could repay the loan. *See* I.C. § 43-411.

³ The term “eligible applicant” is also used in Idaho Code §§ 22-2733 and 22-2734 which set forth the requirements for the Commission’s grant and cost-share programs. It is possible that when including “conservation districts” as eligible applicants, the legislature was contemplating these programs rather than the RCRDP loan program.

⁴ This appears to mirror the voting requirement in art. VIII, § 3, Idaho Constitution. Other public entities that have the ability to take on debt have a similar voting requirements. *See* I.C. 42-3115(15) (Flood Control Districts); I.C. 42-3708(7)-(8) (Watershed Improvement Districts).



IDAHO SOIL & WATER CONSERVATION COMMISSION

Under the definition of “eligible applicants” in Idaho Code section 22-2717, both public and private entities may apply for RCRDP loans. However, when dealing with public entities, the Commission will need to consider whether that entity can legally assume debt and whether that entity has a revenue stream outside of legislative appropriations that would give the Commission reasonable assurances that the entity could repay the loan.

Additionally, the credit guidelines for the RCRDP program are prefaced on the applicant being an individual or private entity. Specifically, the Commission may have to consider whether the collateral requirements and credit guidelines (including the requirement for a credit report, photo identification, and tax assessments for parcels referenced in the conservation plan) should be deviated from when loaning to public entities. *See* IDAPA 60.05.01.101.01–.03.

REQUESTED ACTION: For information and possible action.

Section IV

Conservation Practice Standards & Specifications

This section contains official names, definitions, national standards and specifications, or guides to specifications, for the practices used in soil and water conservation programs.

The standards are based on research, field trials, and experience of many years. Practices are used in meeting objectives associated with improved quality of the environment for soil, water, air, plant and animal (SWAPA) resources.

Standards and specifications for each practice used locally become part of the technical guide for each field office. They meet national, state, and local requirements. Specifications state the details for installing a practice, including the kinds and quality of materials needed. Standards and specifications in local technical guides establish the quality requirements for planning, applying, and operating and maintaining the practice to achieve its intended purpose.

Although this section was prepared primarily for use by the Natural Resources Conservation Service, it is recommended for others having an interest in, or a responsibility for SWAPA conservation activities. Revisions to Idaho Conservation Practice standards are made by NRCS in Consultation with other Federal and State Agencies, Soil and Water Conservation Districts and producer groups.

These standards will be revised as needed. This section has been arranged to permit such changes. Current standards are identified by the date shown at the bottom of each page and in the contents. Revisions will be transmitted by serially numbered notices and be maintained in electronic format on the Idaho NRCS home page and in the electronic FOTG.

**Table of Contents
Conservation Practice Standards**

**FIELD OFFICE TECHNICAL GUIDE
Section IV
IDAHO**

Practice Code	Practice Name and Unit	National Standard	Idaho Adopted	Revised from National?	Specification	Jobsheets	Lead/Co-Lead
472	Access Control	Sep-10	May-08	No	Sep-08		Forester/RMS
560	Access Road (ft)	Sep-14	Mar-12	Yes	Mar-12		SCE
309	Agrichemical Handling Facility (no)	Sep-14	May-08	Yes	May-08		SCE
371	Air Filtration and Scrubbing	Apr-10	Mar-12	Yes			SCE
311	Alley Cropping (acre)	May-11	Jan-06	No			Forester
591	Amendments for Treatment of Agricultural Waste (au)	Apr-13	May-05	No			SCE/NMS
366	Anaerobic Digester (no)	Sep-09	Sep-09	No			SCE
316	Animal Mortality Facility (no)	Sep-10	Aug-06	Yes			SCE
450	Anionic Polyacrylamide (PAM) Application	May-11	Jun-11	No	Jul-10		WQS/SCE
397	Aquaculture Ponds (acre)	Jan-10	Jan-10	Yes			SCE
396	Aquatic Organism Passage	Apr-11		Yes			SCE
310	Bedding (acre)	Jul-10	Mar-12	Yes	Mar-12		SCE
314	Brush Management (acre)	Sep-09	Sep-09	Yes			RMS/Biologist
672	Building Envelope Improvement (no)	Apr-13					SCE
584	Channel Bed Stabilization (ft)	Sep-10	Feb-03	Yes	Feb-03		SCE/Bio/RMS/PMS
326	Clearing and Snagging (ft)	Jul-10	Mar-12	Yes	Mar-12		SCE/Biologist
372	Combustion System Improvement	Apr-10					
317	Composting Facility (no)	Sep-10	Mar-12	Yes			SCE/NMS
327	Conservation Cover (acre)	Sep-14	Jul-10	Yes			PMS/RMS/Agronomist
328	Conservation Crop Rotation (acre)	Sep-14	Feb-12	Yes	Feb-12		Agronomist
656	Constructed Wetland (acre)	Jul-10	Sep-08	Yes			SCE/Bio/Forester/PMS
332	Contour Buffer Strips (acre)	Sep-14	Oct-07	Yes			Agronomist/PMS
330	Contour Farming (acre)	Dec-13	Oct-07	Yes			Agronomist
331	Contour Orchard and Perennial Crops (acre)	Jan-10	Jun-10	No			Agronomist

340	Cover Crop (acre)	Sep-14	Apr-15	No		Apr-15	Agronomist
342	Critical Area Planting (acre)	Dec-13	Feb-15	Yes			PMS/Agronomist/RMS
588	Cross Wind Ridges (acre)	Dec-13	Apr-15	No		Apr-15	Agronomist
589C	Cross Wind Trap Strips (acre)	Sep-14	Feb-05	No			Agronomist/PMS
402	Dam (no & ac-ft)	May-11	Mar-12	Yes	Mar-12		SCE
348	Dam, Diversion (no)	May-11	Mar-12	Yes	Mar-12		SCE
324	Deep Tillage (acre)	Dec-13	Apr-15	No		Apr-15	Agronomist
356	Dike (ft)	Nov-02	Feb-03	Yes	May-02		SCE
362	Diversion (ft)	Apr-10	Mar-12	Yes	Mar-12		SCE
554	Drainage Water Management (acre)	Sep-08	Sep-08	No	May-02		SCE/IE
432	Dry Hydrant (no)	Sep-11	Mar-12	Yes			SCE
375	Dust Control from Animal Facilities on Open Lot Surfaces	Sep-10	Mar-12	Yes			SCE/NMS
373	Dust Control on Unpaved Roads and Surfaces	Apr-10	Mar-12	Yes			SCE
647	Early Successional Habitat Development/Management (ac)	Sep-10	Jul-11	Yes			Biologist
374	Farmstead Energy Improvement	May-11	Feb-12	Yes	Feb-12	Feb-12	NMS/SCE
592	Feed Management (no & au)	Sep-11	Sep-03	No			NMS/Agronomist/RMS
382	Fence (ft)	Apr-13	Mar-12	No		Mar-12	RMS/SCE
382A					Mar-12		
382B					Mar-12		
382C					Mar-12		
382D					Mar-12		
382E					Mar-12		
382F					Mar-12		
382G					Mar-12		
382H					Mar-12		
382I					Feb-12		
386	Field Border (acre)	Dec-13	Apr-15	No		Apr-15	Agronomist
393	Filter Strip (acre)	Dec-13	Apr-15	Yes	Apr-15		Agronomist/WQS/PMS
394	Firebreak (ft)	Sep-10	Apr-06	Yes			RMS/PMS/Forester
399	Fishpond Management (ac)	Sep-11	Aug-12	Yes	Sep-04		Biologist
398	Fish Raceway or Tank (ft)	Sep-09	Sep-09	Yes			SCE/Biologist
512	Forage and Biomass Planting	Jan-10	Jan-10	Yes	Jul-10		PMS/RMS
511	Forage Harvest Management (ac)	Apr-10	Apr-10	No			RMS/PMS
666	Forest Stand Improvement (ac)	May-11	Nov-06	Yes			Forester

655	Forest Trails & Landings (ac)	Sep-11	Jan-06	No			Forester/SCE
383	Fuel Break (ac)	Apr-05	Apr-06	Yes			Forester/RMS
410	Grade Stabilization Structure (no)	Sep-14	Feb-03	Yes			SCE
410A					Feb-02		
410B					Feb-01		
410C					Feb-01		
410-D					Feb-02		
410-ECP					Mar-96		
412	Grassed Waterway (ac)	Sep-14	Mar-12	Yes	Mar-12	Mar-12	SCE/PMS
548	Grazing Land Mechanical Treatment (ac)	Sep-10	Feb-04	Yes			RMS
355	Groundwater testing (no)	Sep-14	Mar-12	No			SCE
561	Heavy Use Area Protection (ac)	Sep-14	Jul-10	No	Jul-10		SCE/RMS
422	Hedgerow Planting (ft)	Sep-10	May-07	Yes		ID Mar-99	Biologist/PMS
315	Herbaceous Weed Control	Apr-10	Apr-10	No		Jan-11	RMS/Forester/PMS/WQS
603	Herbaceous Wind Barriers (ft)	Jan-10	Jan-10	No	Jul-10		PMS/Agronomist
325	High Tunnel System (ft ²)	Mar-15	Apr-15	No		Apr-15	
423	Hillside Ditch (ft)	May-08	May-08	No			SCE/IE
595	Integrated Pest Management (ac)	Jan-10	Jul-10	Yes		Jan-10	WQS/Agronomist
320	Irrigation Canal or Lateral (ft)	Sep-10	Mar-12	Yes	Mar-12		SCE/IE
428	Irrigation Ditch Lining	May-11	Mar-12	Yes			SCE/IE
	Ditch and Canal Lining						
428A	Plain Concrete (ft)				Jul-10		
428B	Flexible Membrane (ft)				Jul-10		
428C	Galvanized Steel (ft)				Jul-10		
388	Irrigation Field Ditch (ft)	Apr-11	Mar-12	Yes	Mar-12		SCE/IE
464	Irrigation Land Leveling (ac)	Sep-10	Mar-12	Yes	Mar-12		SCE/IE
436	Irrigation Reservoir	May-11	Mar-12	Yes	Mar-12		SCE/IE
	Irrigation System						SCE/IE
441	Microirrigation (no & ac)	May-11	Mar-12	Yes	Mar-12		SCE/IE
443	Surface & Subsurface (no & ac)	May-11	Mar-12	Yes	Mar-12		SCE/IE
447	Tailwater Recovery (no)	Sep-14	Mar-12	Yes	Mar-12		SCE/IE
430	Irrigation Pipeline	May-11	Mar-12	Yes	Mar-12		SCE/IE
430 A	Underground Plastic				Jan-11		SCE/IE
430 B	Above Ground Plastic				Jan-11		SCE/IE
430 C	Underground Metal				Jan-11		SCE/IE
430 D	Above Ground Metal				Jan-11		SCE/IE
449	Irrigation Water Management (ac)	Sep-14	Mar-12	Yes			Agronomist/WQS/NMS/IE

460	Land Clearing (ac)	Sep-11	Mar-12	No		SCE
543	Land Reclamation Abandoned Mined Land (ac)	Aug-06	Jan-07	Idaho		SCE/PMS
544	Currently Mined Land (ac)	Aug-06	Aug-07	No		SCE
453	Landslide Treatment (no & ac)	Feb-05	Feb-05	No		SCE/PMS
455	Toxic Discharge Control (no)	Apr-05	May-05	No		SCE
466 466-ECP	Land Smoothing (ac)	Dec-13	Feb-03	Yes	Feb-01 Mar-96	SCE/Agronomist
670	Lighting System Improvement (no)	Apr-13				SCE
468 468A 468B	Lined Waterway or Outlet (ft)	Sep-10	Jul-02	No	Feb-01 Feb-01	SCE
516 516A 516B	Livestock Pipeline (ft)	Sep-11	Mar-12	Yes	Mar-12 Mar-12	SCE/RMS
576	Livestock Shelter Structure (no)	Dec-13				SCE/RMS
457	Mine Shaft & Adit Closing (no)	Feb-05	Feb-05	No		SCEBiologist
482	Mole Drain (ft)	Mar-03	Mar-03	No		SCE
353	Monitoring Well (acre)	Sep-14	Sep-03	No		SCE/WQS
484	Mulching (ac)	Dec-13	Apr-15	No	Apr-15	Agronomist
379	Multi-Story Cropping (ac)	Jul-10	Jan-06	No		Forester
590	Nutrient Management (ac)	Jan-12	Jan-13	Yes		NMS
500	Obstruction Removal (ac)	Jan-10	Jan-10	No	Jul-10	SCE/RMS/Biologist
319	On-Farm Secondary Containment Facility	Sep-14				SCE
582	Open Channel (ft)	Oct-87	Feb-03	Yes	Feb-03	SCE
378 378-E 378-ECP	Pond (no)	May-11	Mar-12	Yes	Mar-12 Mar-12 Mar-96	SCE/Biologist
521A 521B 521C 521D	Pond Sealing or Lining Flexible Membrane (no) Soil Dispersant (no) Bentonite Sealant (no) Compacted Clay Treatment	Sep-11 Sep-10 Sep-10 Sep-10	Mar-12 Mar-12 Mar-12 Mar-12	Yes No No Yes	Mar-12 Mar-12 Mar-12 Mar-12	SCE
462	Precision Land Forming (ac)	Sep-14	Jul-02	No	Feb-01	SCE

338	Prescribed Burning (ac)	Sep-10	Mar-09	Yes	Mar-09		RMS/Forester
528	Prescribed Grazing (ac)	Sep-10	Nov-07	Yes	Oct-08	ID Oct-02	RMS
533	Pumping Plant (no)	May-11	Mar-12	Yes	Jan-11		SCE/IE
550	Range Planting (ac)	Apr-10	Apr-10	No	Jul-10		PMS/RMS
562	Recreation Area Improvement (ac)	Oct-77	Oct-77	No			Biologist/Forester
566	Recreation Land Grading and Shaping	Apr-11	May-02	No	Feb-01		SCE
329	Residue and Tillage Management - No Till (ac)	Dec-13	Jan-15	Yes		Jan-15	Agronomist
345	Residue and Tillage Management - Reduced Till (ac)	13/1/13	Jan-15	Yes		Jan-15	Agronomist
643	Restoration and Management of Rare or Declining Habitats (ac)	Sep-10	Dec-10	Yes	Dec-10		Biologist/RMS/PMS
391	Riparian Forest Buffer (ac)	Jul-10	May-07	Yes		ID Mar-99	Forester/CED/Biologist/PMS
390	Riparian Herbaceous Cover (ac)	Sep-10	May-07	Yes			Biologist/PMS
654	Road/Trail/Landing Closure and Treatment (ft)	Nov-08	Nov-08	No			Forester
555	Rock Barrier (ft)	Sep-10	Jul-02	No	Feb-03		SCE
558	Roof Runoff Structure (no)	Sep-14	Sep-09	No	Jul-10		SCE
557	Row Arrangement (acre)	Apr-13	Nov-02	No			SCE
610	Salinity and Sodic Soil Mgt (ac)	Sep-10	Dec-04	Yes			SCE/PMS/NMS
350	Sediment Basin (no)	Jan-10	Jan-10	Yes			SCE
350A					Jul-10		
350B					Jul-10		
318	Short Term Storage of Animal Waste and ByProducts (no)	Sep-14					SCE/NMS
646	Shallow Water Development and Management (ac)	Sep-10	Jul-11	Yes			Biologist
381	Silvopasture Establishment (ac)	May-11	May-06	No			Forester/RMS
572	Spoil Spreading (ac)	Jan-10	Jan-10	No	Jul-10		SCE
574	Spring Development (no)	Dec-13	Nov-06	Yes	Feb-00		SCE/RMS/Biologist
442	Sprinkler System (ac)	Apr-13	Mar-12	Yes	Mar-12		SCE/IE
578	Stream Crossing	Sep-11	Mar-12	No	Mar-04		SCE/RMS
395	Stream Habitat Improvement and Management (ac)	Sep-10	Jul-11	Yes			Biologist
580	Streambank & Shoreline Protection (ft)	Sep-10	Mar-12	Yes			SCE/Biologist/PMS
580-A					Mar-12		
580-B					Mar-12		

580-C					Mar-12		
585	Stripcropping (ac)	Dec-13	Jan-09	Yes		ID Apr-01	Agronomist
587	Structure for Water Control (no)	Apr-10	Mar-12	Yes	Mar-12		SCE/IE
587 A					Mar-12		
587-B					Mar-12		
587-C					Mar-12		
587-D					Mar-12		
587-E					Mar-12		
587-F	Mar-12						
649	Structures for Wildlife (no)	Sep-14	Jan-12	Yes			Biologist
606	Subsurface Drain (ft)	Sep-11	Mar-12	Yes	Mar-12		SCE
607	Surface Drain, Field Ditch (ft)	Sep-09	Sep-09	No	Jul-10		SCE
608	Surface Drainage, Main or Lateral (ft)	Sep-09	Sep-09	No	Jul-10		SCE
609	Surface Roughening (ac)	Sep-14	Jul-10	Yes			Agronomist
600	Terrace (ft)	Sep-14	Mar-12	Yes	Mar-12		SCE
575	Trails& Walkways (ft)	Sep-14					SCE/RMS
612	Tree/Shrub Establishment (ac)	May-11	May-07	Yes			Forester/PMS/RMS
660	Tree/Shrub Pruning (ac)	Sep-14	Nov-06	Yes			Forester/PMS
490	Tree/Shrub Site Preparation (ac)	Jan-06	Nov-06	Yes			Forester/PMS
620	Underground Outlet (ft)	Dec-13	Mar-12	Yes	Mar-12	Mar-12	SCE
645	Upland Wildlife Habitat Management (ac)	Sep-10	May-07	Yes	May-10	Jun-10	Biologist
601	Vegetative Barrier	Jan-10	Jan-10	No	Jul-10		PMS/Agronomist
635	Vegetated Treatment Area (ac)	May-08	May-08	No			SCE/NMS/WQS
630	Vertical Drain (no)	Sep-10	May-04	No			SCE
360	Waste Facility Closure	May-11	Mar-12	Yes			SCE/NMS
633	Waste Recycling	May-11	Mar-12	Yes			SCE/NMS
632	Waste Separation Facility (no)	Apr-13	Apr-06	Yes			SCE/NMS
313	Waste Storage Facility (no)	Oct-03	Dec-04	Yes			SCE/NMS
313-A	Dec-04						
313-B	Feb-03						
313-C	Dec-04						
313-D	Feb-02						
634	Waste Transfer (no)	Sep-14	Nov-08	No	Feb-04	ID Sep-08	SCE/NMS
629	Waste Treatment (no)	Apr-13	Apr-06	Yes			SCE/NMS
359	Waste Treatment Lagoon (no)	Oct-03	Dec-04	Yes	Dec-04		SCE/NMS
636	Water Harvesting Catchment (no)	Sep-10	Mar-12	No			SCE

638 638-ECP	Water & Sediment Control Basin (no)	Sep-08	Jan-09	Yes	Feb-03 Mar-96		SCE
614	Watering Facility (no)	Sep-14	Mar-12	Yes	Mar-12		SCE/RMS/Biologist
640	Waterspreading (ac)	Apr-13	Jul-02	No	Feb-03		SCE
642	Water Well (no)	Sep-14	Mar-12	Yes	Mar-12		SCE
351	Well Decommissioning (no)	Sep-14	Mar-12	Yes	Mar-12		SCE
658	Wetland Creation (ac)	Sep-10	Mar-12	Yes			Biologist/SCE/PMS
659	Wetland Enhancement (ac)	Sep-10	Jan-07	Yes	Jan-07		Biologist/SCE/PMS
657 657-A	Wetland Restoration (ac)	Sep-10	Apr-06	Yes	Feb-99 Feb-00		Biologist/SCE/PMS
644	Wetland Wildlife Habitat Management (ac)	Sep-10	May-07	Yes			Biologist
380	Windbreak/Shelterbelt Establishment (ft)	May-11	May-07	Yes		ID Jan-99	Forester/PMS/PMCM/Agronomy
650	Windbreak/Shelterbelt Renovation (ft)	Jul-10	May-07	Yes			Forester/PMS/PMCM
384	Woody Residue Treatment	May-11	Apr-06	Yes			Forester

NMS= Nutrient Management Specialist
 PMCM=Plant Materials Center Manager
 PMS=Plant Materials Specialist
 RMS=Range Management Specialist
 WPE=Wetland Plant Ecologist
 WQS=Water Quality Specialist
 SCE=State Conservation Engineer
 IE=(State) Irrigation Engineer



TO: CHAIRMAN WRIGHT, COMMISSIONERS RADFORD, TREBESCH, SLICHTER AND GIER
FROM: DELWYNE TREFZ, DSSS
DATE: MAY 1, 2017, 2016
RE: FIELD STAFF TIME ALLOCATION AND TECHNICAL ASSISTANCE ALLOCATION PROCESS UPDATE

1. District Requests For Assistance

Forty-two districts submitted requests for FY2018 SWCC assistance. The hours requested by the districts within each Division are presented in Table 1.

Table 1. SWCC Assistance Hours Requested for FY2018

Division	Technical and Comprehensive Assistance	Engineering Assistance	Total by Division
I	633	502	1,135
II	841	60	901
III	1,487	490	1,977
IV	670	370	1,040
V	1,451	754	2,205
VI	142	230	372
Total	5,224	2,406	7,630

2. SWCC District Support Hours Available for FY2018

Table 2 shows the number of SWCC Staff hours available for district support in FY2018.

Table 2. District Support Hours Available for FY2018

Technical & Comprehensive Assistance Hrs for Allocation	Engineering Assistance Available for Allocation	Discretionary Hours	Total Hours
4,016	1,875	2,838	8,729

3. History of District Support Over Time

Table 3 shows the history of the allocation of SWCC staff hours to District support over time.

Table 3. Summary of District Requests for SWCC Assistance, 2014 - 2018

	Fiscal Year				
	2014	2015	2016	2017	2018
Districts requesting SWCC assistance	37	40	37	39	42
Number of individual district projects	123	129	122	122	108
SWCC staff hours requested	13,280	10,855	10,751	8,692	7,630
SWCC staff hours available for allocation	7,204	5,351	5,733	5,885	5,891
Additional hours required to satisfy all requests	6,076	5,504	5,018	2,807	1,739
Available hours as a percentage of requested hours	54%	49%	53%	68%	77%

4. **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. Following is a brief summary of the evaluation process each Division will use to prioritize requests submitted by districts within their division.

5. **Timeline**

May 15: 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 16-31: 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.

June 1: Not later than June 1st, the Commission will inform districts whether or not assistance has been allocated to each request.

6. **Following is a description of the TA allocation process used by each Division for FY2018**

DIVISION I: The evaluation committee divides the available SWCC hours equally between the 4 districts in the division. Thus, if 400 hours of SWCC assistance is available, each district is allocated 100 hours.

DIVISION II: The evaluation committee reviews the requests for assistance. They discuss each request and agree amongst themselves how best to divide the available SWCC hours amongst the districts.

DIVISION III: Division III asks SWCC to rank requests. SWCC staff use the lists of criteria developed by the FY2013 TAWG to prioritize the requests, and allocates the available SWCC hours according to the prioritization. That is, beginning with the top ranked requests and continuing down the list, the full number of hours requested will be allocated to each request until the available hours are all allocated.

DIVISION IV: The evaluation committee uses their knowledge of local conditions and priorities to allocate the available SWCC hours fairly amongst the requests submitted by districts.

DIVISION V: Districts will prioritize the projects they are requesting assistance with prior to submitting them to SWCC. SWCC staff will allocate available SWCC hours according to the districts' prioritization. That is, the full number of hours requested will be allocated to the top-ranked project from each district, then the full number of hours will be allocated to the second highest ranked project from each district, and so on down the line until all available hours are allocated.

SWCC staff will look at the total number of hours requested by all the districts for each ranking beginning with their highest ranked projects, and compare the number of hours requested to the number of available hours. If the total number of hours requested for a given ranking is greater than the number of hours available, the remaining available hours will be awarded proportionately to the district requests of that ranking. For example:

If 1,000 hours are available for a given year, and the hours requested to provide the assistance districts need for their top-ranked projects totals 800 hours, 200 hours remain available to service the

rest of the districts' requests. If the total hours districts request for their second-highest ranked projects is 400 hours, we will divide the total number of hours requested by total number of hours available ($400/200 = 0.5$) and allocate that proportion of the hours requested to each of the second-highest ranked projects.

DIVISION VI: The evaluation committee uses their knowledge of local conditions and priorities to allocate the available SWCC hours fairly amongst the requests submitted by districts.

RECOMMENDED ACTION: For information only

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