

**MINUTES OF THE AUGUST 25, 2014**  
**OF THE**  
**WATERSHED IMPROVEMENT REVIEW BOARD MEETING**  
**TELECONFERENCE**

**Appointed Members in Attendance**

Jane Weber, Chairperson, Conservation Districts of Iowa  
Robert Ballou, Iowa Soybean Association  
Jake Hansen, IDALS, Division of Soil Conservation  
Susan Heathcote, Iowa Environmental Council  
Steve Hopkins, Iowa Department of Natural Resources  
Carrie Keppy, Iowa Pork Producers  
Larry Gullett, Iowa Association of County Conservation Boards  
Carol Sweeting, Iowa Association of Water Agencies

**Appointed Members Absent**

Dennis Black, State Senator  
Dave Coppess, Agribusiness Association of Iowa  
David Johnson, State Senator  
Jarad Klein, State Representative  
Todd Prichard, State Representative  
Greg Rinehart, Iowa Farm Bureau  
Lisa Walters, Iowa Rural Water Association

**Staff and Guests**

Mary J. Baker, IDALS, Division of Soil Conservation  
Jerry Neppel, IDALS, Division of Soil Conservation

**Call to Order**

The meeting of the Watershed Improvement Review Board (WIRB) was called to order at 11:01 a.m. on Monday, August 25, 2014, by Chairperson Weber.

**Approval of Agenda**

**Deletion:**

10b) Yellow River Headwaters  
10d) Miller Creek

**Addition:**

10e) 1016-010 Iowa Great Lakes  
11) Review Progress Reports, January to June 2014  
12) Develop a Policy on Rates of Reimbursements for Labor, Materials and Services

**Motion 2014-70** *Moved by Sweeting and seconded by Hopkins to approve the revised Agenda and the motion was unanimously approved.*

**Approval of the June 27, 2014 Meeting Minutes**

**Motion 2014-71** *Moved by Gullett and seconded by Hansen to approve the meeting minutes and the motion was unanimously approved.*

# Approval of Treasurers Report

Watershed Improvement Fund  
Iowa Infrastructure Account (D91)  
Revenue & Expenses -- Fiscal Year 2016 as of August 19, 2014

<u>Revenue Collected:</u>			
Intra State Transfers	SFY 2014		\$0.00
Animal Agriculture Compliance Fund Penalties	SFY 2014	\$	121,320.37
	SFY 2016	\$	6,171.04
Watershed Improvement Fund Refunds	SFY2014	\$	856,242.70
8005-002 Silver Lake Project complete		\$	14,663.74
9009-006 Lost Creek Watershed - recall			136,602.33
1202-002 Upper Otter Creek - recall			4,000.00
9018-011 Rathbun Lake Watershed - recall			128,603.71
1114-006 Walnut Creek - recall			49,271.76
1221-010 Rathbun Lake - recall			16,624.00
1103-002 Rathbun Lake Watershed - recall			19,842.65
9005-002 Silver Creek - recall			66,122.43
1240-017 Little Bear Creek Watershed - recall			13,328.00
1231-014 Twelve Mile Creek Lake Watershed - recall			38,226.00
1112-004 Price Creek Watershed - recall			6,743.76
1243-020 Fox River - recall			32,842.12
9020-012 Fox River - recall			91,601.60
1204-003 North Fork Maquoketa - recall			7,060.30
6033-016 Fox River - recall			694.76
1202-002 Upper Otter Creek - recall			21,947.88
9007-004 Upper Buffalo Creek Watershed - recall			39,374.97
7017-006 Little Clear Lake Watershed - recall			943.60
9006-003 Bear Creek Watershed			62,627.82
1209-006 Waterloo Creek Watershed--recall			21,870.41
1201-001 Sands Timber Watershed--recall			60,000.00
1224-012 Compentine Creek Watershed--recall			48,800.00
1113-005 Duck Creek Watershed--refund			6,752.09
9007-004 Upper Buffalo Creek Watershed - refund	SFY2015	11,146.24	11,146.24
Interest			
June Interest (Deposited In SYF2013)	SFY13	\$	1,127.41
July Interest (Deposited in SYF2013)			707.76
August Interest (Deposited In SYF2013)			739.84
September Interest	SFY14		438.79
October Interest			924.44
November Interest			1,065.44
December Interest			856.96
January Interest			769.68
February Interest			416.70
March Interest			214.00
April Interest			724.76
May Interest			606.68
June Interest			1,128.45
July Interest			1,033.60
Total Interest			<u>10,672.41</u>
Total Revenue Collected from July 1, 2013 through August 19, 2014			<u>\$1,005,652.76</u>
<u>Expenditures:</u>			
Intra State Transfers (Administrative Support In SFY 2014 originates from a different fund)			\$0.00
WIRB Per Diem and Expenses			\$0.00
Funding Requests Approved by Board: (8-7-13, 8-29-13, 9-27-2013, 11-8-2013, 1-29-2014)		744,654.64	
Funds Expended since procedure change	SFY2014		170,790.27
	SFY2015		6,313.60
Total Expenditures from July 1, 2013 through August 19, 2014			<u>\$921,758.41</u>
Revenue minus Expenditures			<u>\$83,794.35</u>
Fund Balance forward from FY 2013			<u>\$ 3,469,405.65</u>
Fund Balance as of August 19, 2014			<u>\$3,553,200.00</u>
<u>Allocations and interest available less funds set aside for existing projects</u>			
Revenues			
Appropriations			
State Fiscal Years 2006, 2007, 2008, 2009, 2010, 2012 and 2013		\$	26,000,000.00
	SFY 2014	\$	-
Animal Agriculture Compliance Fund Penalties	SFY 2013	\$	75,440.03
	SFY 2014	\$	121,320.97
	SFY 2016	\$	6,171.04
Interest Accrued			
State Fiscal Years 2006, 2007, 2008, 2009, 2010, 2011, 2012 and 2013		\$	1,441,995.10
SFY2014 (to 8/19/14)	SFY 2014	\$	8,097.40
Total Revenue Collected through August 19, 2014			<u>\$ 27,653,023.94</u>
Expenses and Funds Set Aside			
Intra State Transfers (IDALS)			
State Fiscal Years 2006, 2007, 2008, 2009 and 2010		\$	260,000.00
WIRB Per Diem and expenses SFY 2009, 2010, 2011, 2012 and 2013		\$	10,227.69
WIRB Per Diem and expenses (paid by Treasurer)	SFY 2014	\$	-
Subtotal		\$	<u>260,227.69</u>
Funds Set Aside For Approved Projects			
State Fiscal Years 2006, 2007, 2008, 2009, 2010, 2012 and 2013		\$	26,156,927.34
	SFY 2014	\$	713,732.00
Subtotal		\$	26,870,659.34
Total Expenses or Obligations			<u>\$ 27,130,786.93</u>
Funds Available as of August 19, 2014			<u>\$ 622,237.01</u>

**Watershed Improvement Fund  
Revenue Bonds Capitals II Fund (DT4)  
Revenue & Expenses  
Fiscal Year 2015 as of August 19, 2014**

Revenue Collected:

Appropriations	SFY14		\$0.00
Watershed Improvement Fund Refunds	SFY14		<u>\$275,635.74</u>
1233-015J Miller Creek Watershed -- recall		\$ 42,048.03	
1014-008 Walnut Creek Watershed -- recall		\$ 2,980.71	
1004-002 Rathbun Lake Watershed -- recall		\$ 32,583.36	
9018-011J Rathbun Lake Watershed -- recall		\$ 17,237.52	
1245-021J West Tarkio River --recall		\$ 36,975.71	
1016-010 Iowa Great Lakes Targeted Watershed -- recall		\$ 55,968.51	
1241-018J Swan Lake Watershed--recall		\$ 15,000.00	
1012-007 Yellow River Headwaters--recall		\$ 69,758.33	
1017-011 Tuttle Lake Watershed		<u>\$ 3,083.57</u>	
 Total Revenue Collected from July 1, 2013 through August 19, 2014			 \$275,635.74

Expenditures:

Funding Requests Approved by Board			
8/7/2013, 9/27/13	SFY14	\$ 193,025.00	
1015-009 Indian Creek Watershed	SFY14	\$ 3,300.00	
1011-006 Competine Creek Watershed	SFY14	\$ 19,151.48	
1008-003 White Oak Lake Watershed	SFY14	\$ 7,119.00	
1003-001 Williamson Pond	SFY14	\$ 2,317.66	
1022-013 Dry Run Creek Watershed	SFY14	\$ 4,840.00	
Funds Expended since procedure change	SFY14	\$ 259,839.37	
Correction of Prior Year Entry		<u>\$ (2,991.18)</u>	
 Total Expenditures from July 1, 2013 through August 19, 2014			 <u>\$ 486,601.33</u>
Revenue minus Expenditures			\$ (210,965.59)
Fund balance forward from SFY2013			\$ 528,812.00
Fund Balance as of August 19, 2014 (Treasurers Office)			<u>\$ 317,846.41</u>

Appropriations	SFY11	\$ 2,000,000.00	
 Total Funds Available			 \$ 2,000,000.00
Expenses and Funds Set Aside			
Funds Set Aside For Approved Projects :	90XX	\$ 29,814.25	
	10XX	\$ 1,467,722.28	
	12XX	\$ 236,209.33	
Total Expenses or Obligations			\$ 1,733,745.86
Funds Available as of August 19, 2014 (not allocated to any project)			<u>\$ 266,254.14</u>

**Watershed Improvement Fund  
(D70)  
Revenue & Expenses  
Fiscal Year 2015 through August 19, 2014**

Revenue Collected:

Appropriations		\$ 3,000,000.00	
Watershed Improvement Fund Refunds		\$ -	
	\$ -		
Total Revenue Collected from July 1, 2013 through August 19, 2014	-	3,000,000.00	

Expenditures:

Funding Requests Approved by Board 1/29/2014		\$ 22,500.00	
Funds Expended since procedure change	SFY2014	13,732.71	
	SFY2015	15,720.97	
Total Expenditures from July 1, 2013 through August 19, 2014		<u>\$ 51,953.68</u>	
Revenue minus Expenditures		\$ 2,948,046.32	
Fund Balance forward from FY 2013		\$ -	
Fund Balance as of August 19, 2014		<u><u>\$ 2,948,046.32</u></u>	

Appropriations	SFY14	\$ 3,000,000.00	
Total Funds Available		\$ 3,000,000.00	
Expenses and Funds Set Aside			
Funds Set Aside For Approved Projects	13XX	\$ 3,000,000.00	
Total Expenses or Obligations		\$ 3,000,000.00	
Funds Available as of August 19, 2014		<u><u>\$ -</u></u>	

**WIRB Summary**

D81 Funds Available as of August 19, 2014		522,237.01	
DT4 Funds Available as of August 19, 2014		266,254.14	
D70 Funds Available as of August 19, 2014		-	
Total Available Funds		<u>\$ 788,491.15</u>	

The DT4 funds will be swapped with the D81 amounts as needed from the 1119-008 Lake Icaria project. The following are projects requiring approval of the final report: 1233-015IJ Miller Creek, 9018-018IJ Rathbun Lake and 1012-007 Yellow River.

**Motion 2014-72** *Moved by Heathcote and seconded Ballou to file the treasurers reports and the motion was unanimously approved.*

**I-JOBS Funds Utilization**

I-JOBS funds utilization was also discussed during the Treasurer's Report.

1119-008 Lake Icaria – line items salary and benefits, terraces, grade stabilization structures and rock chute repair totaling \$266,254.11 will be swapped from DT4 to D81 accounts.

1241-018IJ Swan Lake – The purpose of the project was to build a wetland with a water control structure. The applicant did not put in the water control structure which will allow them to manage water levels and remove sediment from the wetland. This was a key component of the contract. The applicant did not inform WIRB they were not putting in the water control structure until three days prior to the I-JOBS expenditure deadline. The applicant was given advice from engineers that the structure was not feasible. WIRB administration decided to shift the funds to give the applicant the opportunity to complete the project.

**Policy Discussion—Treatment of the Water Quality Volume (WQv) for Urban Practices**

Hansen participated in a meeting to create a uniform standard for the amount of water treated. Hansen recommended to WIRB to require management of the water quality standard for urban stormwater practices and set the minimum standard of water quality volume or runoff at 1.25" per 24 hour period. This standard will be included in future contracts and be a condition for approval of payments.

**Motion 2014-73** *Moved by Hansen and seconded by Hopkins to approve adoption of the WQv minimum standard for urban practices in the documents and administration of the program and the motion was unanimously approved.*

**WIRB Budget Ask To The Governor**

Weber assigned Heathcote to draft a letter to the Governor (carbon copy the Department of Management) formally requesting \$5 million dollars for WIRB funds. The draft will be emailed to the Board for comments.

**Motion 2014-74** *Moved by Heathcote and seconded by Gullet to submit a formal request to the Governor in the amount of \$5 million for WIRB funding and the motion was approved. Hansen and Hopkins abstained from voting.*

Board	Yea	Nay	Abstain
Ballou	X		
Hansen			X
Heathcote	X		
Hopkins			X
Keppy	X		
Gullett	X		
Sweeting	X		
Weber	X		
Totals	6		2

**1246-022 Middle Buffalo Creek Project Status**

DNR informed City of Coggon staff they need to obtain agreements from 15 homeowners within 1,000 feet of the wastewater treatment plant location before the DNR will approve a variance for the location of the new facility. Therefore, approval of the City's proposal was denied. The applicant is under pressure to spend the Community Development Block Grant money before it expires and there is other partner funding committed to the project. WIRB funds are being used in conjunction with the SRF Sponsored Project funds. However, these funds are delayed due to the delay in obtaining a construction permit.

### Amendment Requests

<b>Project Name</b>	<b>Discussion</b>
1209-006 Waterloo Creek	<p>The applicant is requesting to move funds from streambank stabilization to grade stabilization, terraces and pasture management in a lower priority area and to extend the project completion date to December 31, 2015. The technical committee setting protocols for fluvial geomorphology assessments has not yet determined the protocols. Neppel recommended the WIRB extend the completion date for the fluvial geomorphology assessment and stream stability practices proposed from the assessment.</p> <p><b>Motion 2014-75</b> <i>Moved by Heathcote and seconded by Hansen to extend the completion date to December 31, 2015 to allow completion of the fluvial geomorphology assessments and the motion was unanimously approved.</i></p>
1241-018IJ Swan Lake	<p>The applicant is requesting an extension of the project completion date to September 30, 2014 to allow construction, seeding establishment and approval of the final project report. This amendment also covers converting I-JOBS funds to infrastructure funds. Construction of the wetland with the flow control structure and sheet pile weir will cost approximately \$33,000. WIRB thanked Neppel for discovering the omission of the water control structure.</p> <p><b>Motion 2014-76</b> <i>Moved by Hansen and seconded by Hopkins to approve the amendment request and the motion was unanimously approved.</i></p>
1248-023 Dry Run Creek Watershed	<p>The applicant is requesting conversion from cost-share practices to incentives payments and not to document landowner costs. Iowa State University Extension staff is providing technical assistance to project. WIRB discussed the budget sheet line items. The incentive sheet was set by Local Council Of Landowners.</p> <p><b>Motion 2014-77</b> <i>Moved by Hopkins and seconded by Sweeting to convert cost-share practices to incentive payments when related to bacterial impairments and the motion was unanimously approved.</i></p>
1331-015 Walnut Creek	<p>There was no discussion on this request.</p> <p><b>Motion 2014-78</b> <i>Moved by Gullet and seconded by Hansen to approve the amendment request and the motion was unanimously approved.</i></p>

### Final Reports

<b>Project Name</b>	<b>Discussion</b>
1004-002 Rathbun Lake Watershed	<p>The applicant installed a number of practices and obtained better results than originally stated in its application.</p> <p><b>Motion 2014-79</b> <i>Moved by Ballou and seconded by Hopkins to approve the final report and the motion was unanimously approved.</i></p>
1210-007IJ Central Park Lake	<p>The project was over budget and the DNR assisted with a lake restoration grant. This is a very good report and the goals were accomplished. Water monitoring will continue for two years and be paid out of infrastructure funds through the 1210-007 Central Park Lake Project.</p> <p><b>Motion 2014-80</b> <i>Moved by Heathcote and seconded by Hopkins to approve the final report and the motion was unanimously approved.</i></p>
1016-010 Iowa Great Lakes	<p>The applicant did a very good job explaining the differences between the approved budget and actual amounts expended. Approximately \$48,000 will be returned to WIRB.</p> <p><b>Motion 2014-81</b> <i>Moved by Hansen and seconded by Heathcote to approve the final report and the motion was unanimously approved.</i></p>

### Progress Reports

**Motion 2014-82** *Moved by Hansen and seconded by Heathcote to table review of progress reports until the next meeting and the motion was unanimously approved.*

**Develop Policy on Rates of Reimbursement for Labor and Materials and Services**

Weber assigned Hansen the task of developing a one page guidance document on hourly rates for labor, materials and services and email the draft letter to the WIRB for review before the next meeting.

**Administrative Update**

Teach AML Reclamation Site Field Day – September 9, 2014

Rathbun Land and Water Alliance Annual Meeting – September 11, 2014

Hansen – In an effort to improve timeliness of reporting, ten projects were notified IDALS will stop reimbursements and salary until the reporting is brought up to date.

**Future Meetings**

Neppel will send out a Doodle Poll for selection of the next meeting date.

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**Adjourn**

**Motion 2014-83** *Moved by Hansen and seconded by Heathcote to adjourn the meeting at 1:01 p.m.*

IDALS-DSC



Jane Weber, Chairperson  
Watershed Improvement Review Board

Mary J. Baker, Minutes Recorder for the  
Watershed Improvement Review Board