

MINUTES OF THE SEPTEMBER 30, 2014
WATERSHED IMPROVEMENT REVIEW BOARD MEETING
TELECONFERENCE

Appointed Members in Attendance

Jane Weber, Chairperson, Conservation Districts of Iowa
Robert Ballou, Iowa Soybean Association
Dave Coppess, Agribusiness Association of Iowa
Larry Gullett, Iowa Association of County Conservation Boards
Jake Hansen, IDALS, Division of Soil Conservation
Susan Heathcote, Iowa Environmental Council
Steve Hopkins, Iowa Department of Natural Resources (arrived 8:44 and left 10:04)
Carol Sweeting, Iowa Association of Water Agencies

Appointed Members Absent

Dennis Black, State Senator
David Johnson, State Senator
Carrie Keppy, Iowa Pork Producers
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
David Strom, IDALS, Division of Soil Conservation

Call to Order

The meeting of the Watershed Improvement Review Board (WIRB) was called to order at 8:33 a.m. on Tuesday, September 30, 2014, by Chairperson Weber.

Approval of Agenda

Motion 2014-84 *Moved by Heathcote and seconded by Sweeting to approve the Agenda and the motion was unanimously approved.*

Approval of the Meeting Minutes

Corrections:

- Remove notations of Hopkins leaving the meeting early.
- Add Chairperson to Weber and remove it from Ballou under Appointed Members in Attendance.

Motion 2014-85 *Moved by Hansen and seconded by Gullett to approve the amended meeting minutes and the motion was unanimously approved.*

Approval of Treasurers Report

**Watershed Improvement Fund
Iowa Infrastructure Account (D81)
Revenue & Expenses -- As of September 16, 2014**

<u>Revenue Collected:</u>			
Intra State Transfers	SFY 2015		\$0.00
Animal Agriculture Compliance Fund Penalties	SFY 2015	\$	20,367.28
Watershed Improvement Fund Refunds		\$	6,752.09
1113-005 Duck Creek Watershed--refund	SFY2014	6,752.09	
9007-004 Upper Buffalo Creek Watershed - refund	SFY2015	11,146.24	11,146.24
Interest			
June Interest (Deposited in SYF2014)	SFY14	\$ 1,128.45	
July Interest (Deposited in SYF2014)		1,033.50	
August Interest (Deposited in SYF2014)		716.45	2,878.40
September Interest	SFY15	0.00	
October Interest		0.00	
November Interest		0.00	
December Interest		0.00	
January interest		0.00	
February interest		0.00	
March Interest		0.00	
April Interest		0.00	
May Interest		0.00	
June interest		0.00	
July interest		0.00	
Total Interest			<u>2,878.40</u>
Total Revenue Collected from July 1, 2014 through September 16, 2014			<u>\$41,144.01</u>

<u>Expenditures:</u>			
Intra State Transfers (Administrative Support in SFY 2014 originates from a different fund)		\$0.00	
WRB Per Diem and Expenses		\$0.00	
Correcting Entry		(262,412.96)	
Funds Expended		124,943.48	
Total Expenditures from July 1, 2014 through September 16, 2014			<u>-\$137,469.48</u>
Revenue minus Expenditures			<u>\$178,613.49</u>
Fund Balance forward from FY 2014		\$	3,544,570.26
Fund Balance as of September 16, 2014			<u><u>\$3,723,183.75</u></u>

Allocations and interest available less funds set aside for existing projects

Revenues			
Appropriations			
State Fiscal Years 2006, 2007, 2008, 2009, 2010, 2012, 2013 and 2014		\$ 26,000,000.00	
	SFY 2015	\$	-
Animal Agriculture Compliance Fund Penalties	SFY 2013	\$ 75,440.03	
	SFY 2014	\$ 121,320.37	
	SFY 2015	\$ 6,671.04	
Interest Accrued			
State Fiscal Years 2006, 2007, 2008, 2009, 2010, 2011, 2012, 2013, 2014		\$ 1,450,808.95	
SFY2015 (to 9/16/14)	SFY 2015	\$	-
Total Revenue Collected through September 16, 2014			<u>\$ 27,654,240.39</u>
Expenses and Funds Set Aside			
Intra State Transfers (IDALS)			
State Fiscal Years 2006, 2007, 2008, 2009 and 2010		\$ 250,000.00	
WRB Per Diem and expenses SFY 2009, 2010, 2011, 2012 and 2013		\$ 10,227.59	
WRB Per Diem and expenses (paid by Treasurer)	SFY 2014	\$	-
Subtotal		\$	<u>260,227.59</u>
Funds Set Aside For Approved Projects			
State Fiscal Years 2006, 2007, 2008, 2009, 2010, 2012 and 2013		\$ 25,849,835.29	
	SFY 2014	\$	713,732.00
Subtotal		\$	<u>26,563,567.29</u>
Total Expenses or Obligations			<u>\$ 26,823,794.88</u>
Funds Available as of September 16, 2014			<u><u>\$ 830,445.51</u></u>

**Watershed Improvement Fund
Revenue Bonds Capitals II Fund (DT4)
Revenue & Expenses
As of September 16, 2014**

Revenue Collected:		
Appropriations	SFY14	\$0.00
Watershed Improvement Fund Refunds	SFY14	\$0.00
Total Revenue Collected from July 1, 2014 through September 16, 2014		\$0.00

Expenditures:		
Funding Requests Approved by Board		
Funds Expended since 7/1/14	SFY14	\$ 179,692.95
Correction of Prior Year Entry		\$ 262,412.96
Total Expenditures from July 1, 2014 through September 16, 2014		\$ 442,105.91
Revenue minus Expenditures		\$ (442,105.91)
Fund balance forward from SFY2014		\$ 442,105.91
Fund Balance as of September 16, 2014 (Treasurers Office)		\$ -

Revenue Bonds Capitals II Fund (DT4)			
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	
	11XX	\$ 266,254.14	
	12XX	\$ 236,209.33	
Total Expenses or Obligations			\$ 2,000,000.00
Funds Available as of September 16, 2014 (not allocated to any project)			\$ -

**Watershed Improvement Fund
(D70)
Revenue & Expenses
As of September 16, 2014**

Revenue Collected:		
Appropriations		\$ -
Watershed Improvement Fund Refunds		\$ -
	\$ -	
Total Revenue Collected from July 1, 2014 through September 16, 2014		-
Expenditures:		
Funds Expended	22,672.52	
Total Expenditures from July 1, 2014 through September 16, 2014		<u>\$ 22,672.52</u>
Revenue minus Expenditures		\$ (22,672.52)
Fund Balance forward from FY 2014		\$ 2,963,767.29

Revenue Collected:		
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 September 16, 2014		<u><u>\$ -</u></u>

WIRB Summary

D81 Funds Available as of September 16, 2014	830,445.51
DT4 Funds Available as of September 16, 2014	-
D70 Funds Available as of September 16, 2014	-
Total Available Funds	<u>\$ 830,445.51</u>

Motion 2014-86 *Moved by Ballou and seconded by Sweeting to file the treasurers reports and the motion was unanimously approved.*

WIRB Request for Applications

Hopkins arrived 8:44 a.m.

The following activities were approved:

- Submitting applications through the Iowa Grants System is optional for this RFA;
- December 19, 2014 – RFA deadline;
- December 22, 2014 - distribute the applications meeting minimum criteria to WIRB for review;
- January 23, 2015 - WIRB RFA review meeting; and
- January 2015 Partnership Day – release the RFA results to legislators.

Motion 2014-87 Moved by Hansen and seconded by Hopkins to adopt the activities listed above for the next RFA and the motion was unanimously approved.

WIRB Budget Ask To The Governor

The letter to Governor Branstad was sent to his office. Heathcote recommended scheduling a meeting with the Governor's Office staff to discuss the letter. Neppel will inquire whether the Department of Management should receive a copy of the letter.

WIRB Stream Assessment Protocol Meeting October 8 @ 10:00 A.M.

Neppel set up meeting with technical team to develop specific protocols for stream assessments. The team members are Dr. Tom Isenhardt, ISU; Kathleen Woida, NRCS; Nate Hoogeveen, DNR; and John Thomas, Hungry Canyons Alliance. Weber tasked Gullet to attend the meeting and WIRB requested Kelly Poole and/or DNR Flood Plains and Sovereign Land permitting staff to the meeting. Protocols will not be available for the upcoming RFA.

1246-022 Middle Buffalo Creek Project Status

The City failed to obtain agreements from the 15 homeowners and now it has to move the wastewater treatment location. The Project Coordinator submitted a letter to WIRB requesting guidance. SRF funds are suspended; there are no IFIP or EQIP funds currently available. There are several conservation practices surveyed, engineered, designed, and calculated cost-share. WIRB requested the Buchanan SWCD submit a formal request to amend the contact as needed to fund practices.

Review WIRB Project Progress Reports

Project Name	Group	Discussion
1112-004 Price Creek Watershed	1	There is an approved amendment to extend the contract completion date. The project is focusing on bacteria and sediment loading and the four practices will be completed in 2015.
1214-008 Clear Lake	1	WIRB funds were used to purchase a beach cleaner for the project area. Only retainage funds are remaining and the project is utilizing partnership dollars for other practices and activities.
1224 Competine Creek	1	The project is on track.
1234-016 Honey Lindsey Dry Run Creeks		This project provides administrative support and technical assistance to implement MRBI.
1243-020 Fox River Watershed	1	The project progress is on target. They are working on grade stabilization structures, terraces and sediment control. They are requesting an amendment adjusting cost-share incentives for cover crops.
1301-001_D70 Yellow River Headwaters	1	There is very little work going on but they are making progress. The applicant is using partnership funds.
1312-005_D70 West Fork Middle Nodaway	1	This project is partnering with the Hungry Canyons Alliance. Staff are meeting with landowners and proceeding to the construction phase this fall.
1320-009_D70 Mosquito Creek	1	The project began this spring and a lot of ground work being laid. Staff is currently working on urban practices.
1102-001 Twelve Mile Lake Watershed	2	WIRB funds were used to purchase land on the upper part of the lake and DNR is going to install the wetland structure on the upper part of the lake.
1201-001 Sands Timber	2	The project area is receiving a lot of rain. The applicant may need to request another time extension due to the wet site condition in order to complete construction.

Project Name	Group	Discussion
1208-005 North Raccoon	2	This is a MRBI project and they have implemented a lot of practices.
1228-013 Center Lake	2	This project implements a variety of practices based on the land conditions. The low impact practices are bioretention cells, rain gardens and pocket wetlands.
1240-017 Little Bear Creek	2	WIRB tasked Neppel to advise the project coordinator on concise and accurate reporting.
1245-021 West Tarkio River	2	The I-JOBS portion of the project is complete. The project could spend the remaining WIRB and partnership dollars by this fall.
1302-002_D70 Clear Creek	2	This project is in the planning stage.
1321-010 Hurley Creek	2	This project is in the planning stage and is applying for local funding to complete some practices.
9020-012 Fox River	2	No comments.
9008-005 Hewitt Creek	3	Hansen and Neppel met with the project coordinator to review the project documentation and progress.
1114-006 Walnut Creek Watershed	3	The applicant is finishing older work and getting started on a new WIRB grant that is coupled with a WQI grant and SPF funding. Two structures are unconstructed but wet conditions are holding up construction.
1206-004 Dry Run Creek	3	No discussion.
1209-006 Waterloo Creek	3	No discussion.
Rathbun Lake Watershed (1103-002 and 1221-010)	3	No discussion.
1304-003_D70 Honey Lindsey Allison Creeks	3	No discussion.
1223-011 South Chequest Creek	4	The applicant is experiencing delays with the flood center. Surveying and archeological reports need to be completed before the applicant can proceed to the construction phase. The applicant anticipates letting the project this fall.
1248-023 Dry Run Creek	4	The applicant has signed up cooperators for cover crop practices. There is quite a bit left of work to finish. The report does not quantify the outcome.
1319-008 Silver Creek	4	This is a new project and they are working on practices and outreach.
1311-001 Central Park Lake	4	The applicant has not begun construction on the two structures: they are in the design phase.
1210-007 Central Park Lake	4	The applicant is completing water quality monitoring at the site.
1242-019 Lake Meyer	4	The applicant is planning a number practices and working on the final design. WIRB is concerned about lack of detail in report.

Hopkins – left the meeting at 10:04 a.m.

Amendment Requests

Project Name	Discussion
1202-002 Upper Otter Creek	<p>The applicant is requesting an extension to the contract completion date of February 28, 2015. The application of practices is minimal. The project report did not show the same rate of activity as shown in the application. They will request additional salary from other sources.</p> <p>Motion 2014-88 <i>Moved by Hansen and seconded by Heathcote to approve the amendment request and the motion was unanimously approved.</i></p>
1243-020 Fox River	<p>The applicant requests adjusting the cover crop incentive per acre to \$25 in order to remain consistent with the state cost-share program. Other funding sources will be used to cover the difference in the current cost and \$25 so the applicant can complete 600 acres.</p> <p>Motion 2014-89 <i>Moved by Hansen and seconded by Ballou to approve the amendment request and the motion was unanimously approved.</i></p>
1328-013 Miller Creek	<p>The applicant is separating a line item into new categories and requests to transfer funds into the new line items.</p> <p>Motion 2014-90 <i>Moved by Hansen and seconded by Heathcote to approve the amendment request and the motion was unanimously approved.</i></p>

Final Reports

Project Name	Discussion
9007-004 Upper Buffalo Creek	<p>The applicant has completed the project and has returned funds to WIRB. The higher percentage for WIRB was part of the last amendment.</p> <p>Motion 2014-91 <i>Moved by Ballou and seconded by Sweeting to approve the final report and the motion was unanimously approved.</i></p>
9018-011IJ Rathbun Lake Watershed	<p>The slippage will be credited to the regular 9018-008 account. This is an interim report for 9018 Rathbun Lake Watershed project and this report closes out the I-JOBS portion of the funding.</p> <p>Motion 2014-92 <i>Moved by Heathcote and seconded by Gullet to approve the final report and the motion was unanimously approved.</i></p>
1012-007 Yellow River Headwaters	<p>The applicant completed the revision to the report. After the I-JOBS account was reconciled by our Accounting Bureau, bureau staff identified \$475.65 remaining and it was returned to WIRB.</p> <p>Motion 2014-93 <i>Moved by Hansen and seconded by Gullet to approve the final report and the motion was unanimously approved.</i></p>
1241-018 Swan Lake Watershed	<p>This is a good, concise report. The flow control structure is complete and the structure looks good. The project was completed under budget. NRCS staff committed to develop the design but could not meet the deadline; therefore, the project incurred \$7,500 in engineering fees.</p> <p>Motion 2014-94 <i>Moved by Sweeting and seconded by Hansen to approve the final report and the motion was unanimously approved.</i></p>

1233-015IJ Miller Creek - Hansen met with the applicant to review the documentation. IDALS Accounting Bureau project balance differs with the applicant's final report. The final report will be submitted once this is resolved.

Administrative Update

1. RFA - The questions from potential applicants and Neppel's answers are posted on the website. Neppel will update the website. The RFA should include this statements, "Contact the WIRB administrator if the project applicant is proposing hard armoring the streambank. Specific guidance will follow."
2. 9020-012 Fox River – Neppel receive an email from the project coordinator stating he is leaving the project. This project ends in December and he has agreed write the final report. Neppel will meet with the project coordinator on the project status and report back to WIRB.

Future Meetings

December 3, 2014 (teleconference)

January 23, 2015 (Wallace Building)

Adjourn

Motion 2014-95 *Moved by Heathcote and seconded by Gullet to adjourn the meeting at 10:31 a.m.*



Jane Weber, Chairperson
Watershed Improvement Review Board

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

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