MINUTES OF THE MARCH 11, 2011 MEETING
OF THE
WATERSHED IMPROVEMENT REVIEW BOARD

Appointed Members in Attendance
Mark Rosenbury, Chairperson, Agribusiness Association of Iowa
Robert Ballou, Iowa Soybean Association
Jolee Belzung, Iowa Association of Water Agencies
Jim Gillespie, Iowa Department of Agriculture and Land Stewardship
Tom Hadden, Iowa Environmental Council
Debra Karwal, Iowa Pork Producers
Lisa Walters, Iowa Rural Water Association

Appointed Members Absent
(vacant), Iowa Farm Bureau
Dennis Black, State Senator
Betty De Boef, State Representative
Steve Hopkins, Iowa Department of Natural Resources
David Johnson, State Senator
Dolores Mertz, State Representative
Keri Van Zante, Iowa Association of County Conservation Boards
Jane Weber, Conservation Districts of Iowa

Staff and Guests
Cindy Andorf, 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 10:03 a.m. on Friday, March 11, 2011, by Chairperson Rosenbury.

Approval of Agenda
Changes: Add Funding Request 7043-017 North Fork Maquoketa River Headwaters as 9b to the agenda.

Motion 2011-14 *Chairperson Rosenbury called to adopt the amended agenda. Moved by Gillespie and seconded by Hadden to approve the amended agenda, and the motion was unanimously approved.*

WIRB Appointments and Resignations

Neppel has not been notified of any appointments for Iowa Farm Bureau, Iowa Pork Producers, IDALS, DNR or any of the legislators.

Rosenbury contacted Minority Leader Representative McCarthy's office staff and inquired about an appointment for Representative Dolores Mertz. He was told no appointment was made but the vacancy is being trying to be filled.

Treasurer's Report

Watershed Improvement Fund
Iowa Infrastructure Account (D81)
Revenue & Expenses -- Fiscal Year 2011 as of February 28, 2011

Revenue Collected:		
Intra State Transfers		$ -
Watershed Improvement Fund Refunds		$ 150,512.53
6001-001 Norfolk Creek	$ 64,255.85	
6009--004 Price Creek	$ 16,154.80	
6012-006 Lime Creek	$ 27,301.00	
6014-007 Coldwater-Palmer	$ 21,386.00	
6025-012 Rathbun Lake	$ 21,382.88	
7032-012 Lake MacBride	$ 32.00	
Interest		
June Interest	$ 8,894.28	
July Interest	3,059.07	
August Interest	4,804.02	
September Interest	5,668.92	
October Interest	7,611.61	
November Interest	739.32	
December Interest	2,825.66	
January interest	1,968.93	
February interest		
March interest		
April interest		
May interest		
Total Interest		35,571.81
Total Revenue Collected from July 1, 2010 through February 28, 2011		186,084.34
Expenditures:		
Intra State Transfers (Administrative Support in SFY 2010 originates from a different fund)	-	
WIRB Per Diem and Expenses	2,276.17	
Funding Requests Approved by Board:	3,064,026.12	
Total Expenditures from July 1, 2010 through February 28, 2011		3,066,302.29
Revenue minus Expenditures		$ (2,880,217.95)
Fund Balance forward from FY 2010		$ 9,902,400.13
Fund Balance as of February 28, 2011		$ 7,022,182.18

Allocations and interest available less funds set aside for existing projects

Revenues			
Appropriations			
State Fiscal Years 2006, 2007, 2008, 2009 and 2010		$25,000,000.00	
Watershed Improvement Fund refunds			
SFY2008, 2009, 2010		$619,164.01	
	SFY 2011	$ 150,512.53	
Interest Accrued			
State Fiscal Years 2006, 2007, 2008, 2009 and 2010		$1,260,926.18	
SFY2010 (to 2-28-11)	SFY 2011	$35,571.81	
Total Revenue Collected through February 28, 2011			$27,066,174.53
Expenses and Funds Set Aside			
Intra State Transfers (IDALS)			
State Fiscal Years 2006, 2007, 2008, 2009 and 2010		$250,000.00	
Intra State Transfers (IDALS)	SFY 2011		
WIRB Per Diem and expenses SFY 2009 and 2010		$2,570.56	
WIRB Per Diem and expenses	SFY 2011	2,276.17	
Subtotal		$254,846.73	
Funds Set Aside For Approved Projects			
State Fiscal Years 2006, 2007, 2008, 2009 and 2010		$25,699,982.01	
	SFY2011		
Subtotal		$25,699,982.01	
Total Expenses or Obligations			$25,954,828.74
Funds Available as of February 28, 2011			$1,111,345.79

Watershed Protection Fund
Revenue Bonds Capitals II Fund (DT4)
Revenue & Expenses
Fiscal Year 2011

Revenue Collected:

Appropriations	SFY11		$ 2,000,000.00
Watershed Improvement Fund Refunds			$ -
Total Revenue Collected from July 1, 2010 through February 28, 2011			2,000,000.00

Expenditures:

Funding Requests Approved by Board (1-28-11)	SFY11	222,271.00	
Total Expenditures from July 1, 2010 through February 28, 2011			222,271.00
Revenue minus Expenditures			$ 1,777,729.00
Fund Balance forward from FY 2010			$ -
Fund Balance as of February 28, 2011 (FY2011)			$ 1,777,729.00

Appropriations	SFY11	$ 2,000,000.00	
Watershed Improvement Fund refunds		$ -	
Total Funds Available			$ 2,000,000.00
Expenses and Funds Set Aside			
Funds Set Aside For Approved Projects (11-5-2010 selections)	SFY11	$ 2,000,000.00	
Total Expenses or Obligations			$ 2,000,000.00
Funds Available as of February 28, 2011			0.00

Chairperson Rosenbury informed Board members that the difference between the Fund Balance and the Funds Available is monies that have not been requested from approved grants. It was noted that the Funds Available amount will be increased by approximately $300,000 due to Agenda Item 7) Beaver Creek Watershed Project cancellation. Neppel explained that the second table of the Treasurer's Report reflects the bonding money from this current fiscal year, which has to be maintained and accounted separately. He also explained that anything below the gray bar on each page of the report are calculations he made as requested by the WIRB to show the funds not obligated or encumbered.

Motion 2011-15 *Moved by Belzung and seconded by Ballou to receive and file the Treasurer's Report and the motion was unanimously approved.*

Approval of Minutes from the January 28, 2011 Board Meeting

Belzung noted that on page 7 under Amendment Requests, College Creek Watershed discussion, line 11, the word "pass" should be changed to "path." Neppel cited that the motions are kept by calendar year and need to be renumbered in the minutes of January 28, 2011.

Motion 2011-16 *Chairperson Rosenbury called for a motion to approve the January 28, 2011 meeting minutes as corrected. Moved by Gillespie and seconded by Belzung, and the motion was unanimously approved.*

Project Closeout Without Final Reports

As a continuation of agenda items 6017-009 Saylor Creek and 6024-011 Joint Drainage District No. 93 & 100 from the January 28, 2011, meeting, Neppel reported that he has attempted but has not yet been able to set up a meeting with David Dorff of the Attorney General's office in order to review the grant agreements.

Project Cancellation

Neppel reviewed a letter dated February 22, 2011, from the City of Johnston requesting cancellation of the Beaver Creek Watershed project due to formal approval not being obtained from the City Council. This project was cancelled due to concerns raised by adjoining homeowners regarding the proposed project. Although public meetings were held to address homeowner concerns, the City Council failed to give final approval allowing the proposed project to move forward.

Motion 2011-17 *Moved by Hadden and seconded by Karwal to accept the project cancellation, and the motion was unanimously approved.*

Review Project Progress Reports July – December 2010 Reporting Period

Project	Discussion
7021-007 Hurley Creek/McKinley Lake Watershed	Neppel visited the applicant after the last Board meeting to assist with the ledger and became concerned with the adequacy of documenting partner contributions. This project is relying heavily on in-kind contributions and contributions from partners, and there is a lack of documentation on the ledger of these contributions—the rain gardens in particular. The Board does not need to take any action at this time. The applicant is aware of Neppel's concerns and that they need to adequately document partner cash and in-kind contributions.
8010-006 Camp Creek Watershed	Neppel believes the applicant will be surprised at the higher cost of the dredging due to the need to build a sediment pond. The County Conservation Board has been documenting their in-kind contributions starting in 2010 draining the pond. The CCB may request additional funds. This progress report was received on March 4.

Funding Requests

Project	Funding Requested	Amount Funded	Discussion
8010-006 Camp Creek Watershed	$26,845	$26,845	**Motion 2011-18** *Moved by Belzung and seconded by Hadden to approve the funding request, and the motion was unanimously approved.*
7043-017 North Fork Maquoketa River Headwaters	$80,441	$42,957	The applicant will be over the 90% limit if this funding request is granted. The applicant has obligations on this project, and the Board proactively said the applicant would not pay for obligations scheduled to be paid beyond the project end date of June 30, 2011—specifically the fall stalk nitrate test. Every line item of this Funding Request could be approved except Incentives. **Motion 2011-19** *Moved by Hopkins and seconded by Hadden to approve funding in the amount of $42,441, and the motion was unanimously approved.* Due to the calculation of the cost of the stalk nitrate test only being able to be completed in the fall, there was a call for Motion 2011-19 to be amended. **Motion 2011-20** *Moved by Ballou and seconded by Belzung to amend the amount to be funded to $42,957, and the motion was unanimously approved.*

Amendment Requests

Project	Discussion
8012-008 Lake Morris	Lucas County SWCD has requested to add 1,700 feet of terraces and a water and sediment control basin for erosion control by shifting $27,000 from technical assistance to these two practices. **Motion 2011-21** *Moved by Belzung and seconded by Karwal to allow the addition of practices and funding as requested, and the motion was unanimously approved.*
8021-012 Sands Timber	Taylor County SWCD has requested an amendment in the original goal of grade stabilization structures to be built. Five of the original planned structures will not be constructed. However, a four-acre pond and large rock chute will be constructed instead utilizing the same amount of grant funds. **Motion 2011-22** *Moved by Belzung and seconded by Walters to allow the large structure as proposed to be constructed, and the motion was unanimously approved.*

Project	Discussion
8024-014 Duck Creek	Neppel distributed a letter dated March 8, 2011, from River Action requesting an amendment to the grant agreement to include upland buffers. He has visited with the project coordinator and is comfortable with the issue of where the grass was being planted and if it meets standards and specifications. There will not be any changes in the budget amounts in any of the line items. **Motion 2011-23** *Moved by Belzung and seconded by Hadden to allow the project to include upland buffers along with riparian buffers, and the motion was unanimously approved.*

Final Project Reports

Project	Discussion
8025-015 Remsen Source Water Protection Project	Rosenbury stated that Jane Weber strongly recommends a graph be included in the final report for the purpose of better showing the change in nitrate levels in the municipal well water. **Motion 2011-24** *Moved by Ballou and seconded by Belzung to approve the final report, subject to the graph being included.*

Presentations

Rosenbury reported that both he and Neppel have attempted but have not yet succeeded in scheduling a presentation to various legislative committees. Rosenbury expressed his concern that the Governor's proposed budget does not include any money for WIRB. Hadden suggested he might be able to have the lobbyist for his organization lobby legislators to support funding for the WIRB.

Request for Applications

Neppel asked Board members if they would like changes made to the RFA documents and when they wanted to issue the RFA. The possibility of a subcommittee being formed to review the RFA was discussed but deemed unnecessary at this time. Discussion about issuing an RFA was delayed until the Board knew their appropriation for the upcoming year.

Project Annual Reviews

Ballou reported that he attended the North Fork Maquoketa (Bear Creek, Delaware County) annual review meeting and the project staff and Delaware SWCD Commissioners were very pleased to have a Board member present and to receive funding for this project.

Neppel also reported he is considering attending the Walnut Creek project in Poweshiek County and the Sands Timber project in Taylor County and invited any Board member interested in attending to ride with him. He will get an updated version of the Watershed Improvement Fund Project Activities sheet out to Board members next week.

Administrative Update

The main change to the Final Report Guidance, which was approved by the Board in August 2009, has been updated to make it current. Three changes suggested are:

1) The final report is due by the end of the grant agreement, not 90 days after the grant agreement. The plan of work schedule will be set to allow the activities to be completed and three months to do the final report and closeout the project.

2) The Board decided last meeting not to require the project staff to submit an annual report in the year the project is finished. That requirement will be deleted from the final report guidance document.

3) A sentence has been added to the report asking the grant applicant to list the tools used to estimate the environmental benefits (the pollutant load reductions). Any additional feedback on the changes made to this Final Report Guidance should be submitted to Jerry.

Retainage was discussed. Does the final report include why the WIRB retains 10%? Neppel replied that it is in the grant agreement. The Final Funding Request is supposed to be submitted with the Final Report. The retainage is held waiting until the final report is approved by the WIRB.

Future Meetings
April 15, 2011, 8:30 a.m., teleconference, Wallace Building
August 12, 2011, 10:00 a.m., Ankeny Public Services

Adjournment
The meeting was adjourned at 11:27 a.m.

Mark Rosenbury, Chair
Watershed Improvement Review Board