

## NRCC Finance Committee Meeting Minutes - **Approved August 21, 2024**

July 9, 2024

8:30 am

Zoom Meeting

### **Agenda**

1. Approve minutes of June 12, 2024 meeting
2. Approve NRCC/VACD FY 2025 personnel agreement - Jill
3. Update on Project Development, DIBG and EDIBG grants - Lina
4. Approve NRCC/Redstart DIBG subgrant - Lina
5. Approve DEC/NRCC EDIBG amendment - Lina
6. Approve DEC/NRCC Tactical Basin Planning agreement - Jess
7. Approve NRCC/13 NRCDs Tactical Basin Planning subgrants - Jess
8. NRCC misc. update - Jill
9. NRCC FY 2026 Core Services Budget Request - Jill
10. AgCWIP update - Emily
11. Trees for Streams update - Jess
12. VACD Update - Jill
13. Other Business - TBD
14. Next meeting (currently scheduled for August 21st, 8:30 am)

### **Attendance**

**Voting Members: Rick Hopkins, Richard Noel, and Bill Manner**

Other attendees (non-voting):

Jill Arace, VACD Executive Director

Emily Nummer, Agriculture Programs Manager

Jess Miller, Grants & Finance Manager

Lina Smith, Grants & Finance Manager

### **Welcome by Rick**

Rick welcomed everyone. The meeting was called to order at 8:34 a.m.

### **Review and Approve Meeting Minutes**

The members of the finance committee reviewed the minutes of June 12, 2024.

Bill made the motion, seconded by Richard to approve the minutes with notation that the next finance committee meeting was changed from July 17 to July 9. Upon a call for a vote, all voted in favor.

**Approve NRCC/VACD FY 2025 personnel agreement – Jill**

Jill presented the Professional Services Agreement (Personnel Agreement) with a total of \$479,339 to the board for consideration.

Richard made the motion, seconded by Bill to approve the personnel agreement as presented by Jill. Upon a call for a vote, all were in favor.

**Update on Project Development, DIBG and EDIBG grants – Lina**

Lina reported the Project Development grant has ended and she is currently wrapping up the reporting. Out of the \$144,900 awarded in 2022, \$41,563 was sub-granted to districts. The purpose of the grant was to support the work to identify new projects. This work will be done through Enhancement grants going forward.

The Design & Implementation Block grant will end in December of 2024. 86 projects were awarded with 17 still working towards completion. At this time there is \$441,000 left in Stormwater funds and \$20,000 left in Natural Resource funds. She expects a few more projects to apply for funds but anticipates not spending down the full amount of the grant.

The Enhancement Design and Implementation block grant is our newest grant and combines Project Development and Design & Implementation. It will run through March 2027.

Out of the \$631,000 originally awarded in 2023, \$374,000 has been sub-awarded.

**Approve NRCC/Redstart DIBG subgrant – Lina**

The high cost of Strategic Wood Additions was discussed and Rick suggested contacting Vermont Fish & Wildlife about SWA applications we receive going forward.

Richard made the motion, seconded by Bill to approve the DIBG subgrant to Redstart as presented for \$42,051.85. Upon a call for a vote, all voted in favor.

**Approve DEC/NRCC EDIBG amendment – Lina**

Bill made the motion, seconded by Richard to accept/approve the amendment to the EDIBG grant in the amount of \$1,033,334.00 bringing the total to \$1,664,334.00. Upon a call for a vote, all voted in favor.

**Approve DEC/NRCC Tactical Basin Planning agreement – Jess**

Jess explained to the board that 15 Tactical Basin plans are developed in 5-year cycles with the purpose of organizing activities related to Water Quality.

The agreement with NRCC supports the districts efforts in developing the plans as well as the activities to support the plans. The workplans are developed by the districts and then reviewed and approved by watershed planners. Payments are quarterly and the agreement begins July 15<sup>th</sup>.

Jess noted that White River NRCD is not participating this year and did not last year because they feel the amount is too low for the amount of administration required for the grant. They also want the local led process to be at the foundation of water quality work and tactical basin planning.

After some discussion, Bill made the motion, seconded by Richard to approve the Tactical Basin parent agreement. Upon a call for a vote, all voted in favor.

#### **Approve NRCC/13 NRCDs Tactical Basin Planning subgrants – Jess**

Bill made the motion, seconded by Richard to approve the Tactical Basin Plan sub-agreements presented by Jess. Upon a call for a vote, all voted in favor.

#### **NRCC misc. update – Jill**

- Jill noted she is being more formal in documenting all decisions in the minutes to provide more backup and transparency.
- The Core services and AgCWIP agreements were both signed before August 30<sup>th</sup> and should result in getting money out to districts faster.

#### **NRCC FY 2026 Core Services Budget Request – Jill**

Jill noted that in an effort to align with the Agency of Agriculture, the time frame for Districts to develop a FY26 budget has been pushed up to August 1<sup>st</sup>. She has communicated this to districts and set up a budget template for them to use. The legislative request is \$3M with \$175,000 per district and 3 positions at Council.

Richard made the motion, seconded by Bill to approve the FY26 core services request of \$3M using the 1 FTE per district and 3 FTE for council approach as explained by Jill. Upon a call for a vote, all were in favor.

#### **AgCWIP update – Emily**

Emily reported that the AgCWIP parent amendment was signed and executed. Amendments to districts will be going out this week and as soon as they are signed, payments will go out.

She noted that an Agriculture Advisory Team was proposed in this amendment as a way to help strategize and prioritize work happening around agriculture initiatives. She has put together a draft for an RFA for people who want to participate in this supervisory committee. District Manager Reps and partners believe NRCC should make the decision of who would be on the selection committee. Jill and Emily will make a recommendation to Council.

**Trees for Streams update & the VACD Update were Postponed to the next meeting**

The next meeting is scheduled for August 21, 2024 at 8:30 am.

Meeting adjourned at 9:59 am.