NATURAL BRIDGE
SWCD
SOIL & WATER CONSERVATION DISTRICT
We work with the people who work the land.

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Lexington, Virginia 24450
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Natural Bridge SWCD
DISTRICT MINUTES

June 17, 2026

The Natural Bridge Soil and Water Conservation District Board of Directors held their regularly scheduled monthly meeting electronically on Wednesday, June 17, 2026 via ZOOM and in person at the Lexington USDA Service Center conference room. The meeting was open to the public in person and by request via telephone. The Ag BMP Cost-Share Committee met this evening. The meeting was called to order by District Chairman, Rob Deyo at 6:38 p.m. A total of fourteen persons participated.

ATTENDANCE

Directors Present:
Rob Deyo
Tom Stanley
Herbie Huffman
Billy Grose, Jr.
Charles Leech, V
Robbie Beard
Tim Goodbar
Charles Winder

Associate Directors Present:
None

Associate Directors Absent:
Brian Jenkins
Larry Hurd

AGENCIES REPRESENTED:
Tad Williams, DCR CDC
Dorian Perez, NRCS
Tom Stanley, VCE

DISTRICT STAFF:
Robert Hickman, District Manager
Jennifer Huffman, Office Administrator
Buzzy Reese, Conservation Technician
Lee Cummings, Conservation Technician

Directors Absent:
None

Others Present:
None

CALL TO ORDER

The business meeting was called to order by District Chairman, Rob Deyo at 6:38 pm. Director attendance was recorded, and a quorum was declared. Those participating in person met in the conference room at the Lexington USDA Service Center in Lexington, Virginia.

A review of electronic guidelines was stated by the Chairman. Directors unable to meet in person are allowed to fully participate in Board business per the District's adopted Remote Participation Policy.

MINUTES

Minutes from the May 20, 2026 business meeting were distributed for review. There were no issues or questions. A motion was made to approve the Minutes as presented.
(Stanley, Beard/ Unanimous)

Minutes from the May 20, 2026 Cost-Share Committee meeting were distributed for review. There were no issues or questions. A motion was made to approve the Minutes as presented.
(Grose, Huffman/ Unanimous)

Minutes from the June 1, 2026 Finance Committee meeting were distributed for review. There were no issues or questions. A motion was made to approve the Minutes as presented.
(Huffman, Stanley/ Unanimous)

Minutes from the June 12, 2026 Personnel Committee meeting were distributed for review. There were no issues or questions. A motion was made to approve the Minutes as presented.
(Beard, Grose/ Unanimous)

TREASURER'S REPORT

A copy of the May 31, 2026 Treasurer's Report was distributed for review, and there were no outstanding issues or questions. The Treasurer's Report was accepted as presented.
(Winder, Stanley/ Unanimous)

UNFINISHED BUSINESS

- **None**

NEW BUSINESS

- **FY26-27 Cost-Share Carryover Approval**
  Lee reviewed the Cost-Share Carryover Report and presented two contracts for Carryover into FY27.

Contract#	Practice	Approved Cost-Share	% Completed	Est. Compl. Date
04-25-0040	SL-6W	$102,554.60	10	10/31/2026
04-25-0045	SL-6W	$76,330.38	10	09/30/2026

  A motion was made to approve the carryover of contracts 04-25-0040 and 04-25-0045 as presented into FY27.
  (Beard, Stanley/ Unanimous)

- **PY27 Secondary Considerations**
  Robert presented the PY27 Secondary Considerations that were provided in the electronic meeting packet. He stated they have been approved by Sara Bottenfield. A motion was made to approve PY27 Secondary Considerations as prepared.
  (Stanley, Goodbar/ Unanimous)

- **Approval of FY26-27 Operational Budget**
  Jennifer stated that the Draft FY26-27 Operational Budget was included in the electronic meeting packet for review. Jennifer briefly went over the figures in the operations budget including the 6% salary increase for all staff as recommended by the Finance and Personnel Committees. It was noted that the State has not approved a budget, therefore this budget will need to be amended once we receive the FY27 Grant Agreements and funding numbers. A motion was made to approve the draft FY27 Operations Budget as presented to include the 6% salary increase for staff.
  (Stanley, Beard/ Unanimous)

- **Approval of FY26-27 Annual Plan of Work**
  Jennifer stated that the FY26-27 Annual Plan of Work was included in the electronic meeting packet for review. Jennifer noted the plan is very similar to last years with minimal changes made. A motion was made to approve the FY26-27 Annual Plan of Work as presented.
  (Beard, Stanley/ Unanimous)

- **Approval of Purchasing and Credit Card Policy**
  Jennifer stated that a copy of the current Purchasing and Credit Card Policy was provided in the electronic meeting packet for review. She informed directors that no changes had been made to the document for FY27. A motion was made to approve the current Purchasing and Credit Card Policy for FY26-27.
  (Beard, Huffman/ Unanimous)

- **Authorization to Sign FY27 Grant Agreements**
  Considering DCR has not been able to provide Districts with FY27 Grant Agreements, discussion was had about whether to authorize the Chairman to sign the Grant Agreements as soon as they are received. A motion was made to authorize the Chairman of the Board ability to sign the FY27 Grant Agreements as soon as they are received from DCR.
  (Stanley, Huffman/ Unanimous)

- **Review Desktop Procedures Manual**
  A copy of the current Desktop Procedures Manual was provided to directors in advance of the meeting for the purpose of review. It was noted that the Desktop Procedures Manual was reviewed.

SWCD COMMITTEE UPDATES/STAFF REPORTS

Ag BMP Cost-Share:

Technical Staff presented CP 4-26-0007, a motion was made to approve **(Beard, Stanley/ Unanimous)** and Contract 04-26-0043, a motion was made to approve **(Grose, Beard/ Unanimous)**, however, Tad reminded Board and Staff that no Cost-Share items could be approved after June 15, 2026, as previously stated in his reports, meetings and emails. Therefore, the motions for approval of the conservation plan and contract were incorrectly made and therefore void.

Staff had several more contracts to present, but will have to hold them until FY27.

Technical: Robert Hickman, District Manager

A copy of Robert's written report was included in the electronic meeting packet.

Administrative: Jennifer Huffman, Office Administrator

A copy of Jennifer's report was included in the electronic meeting packet.

Finance: Charles Winder, Treasurer

Charles had nothing further to add to his report.

PARTNER AGENCY REPORTS

Department of Conservation and Recreation: Tad Williams, CDC

A copy of Tad's June report was included in the electronic meeting packet and is attached as part of these minutes. Tad highlighted several items from his written report. He noted that EOY documents are due July 15th, Grant Agreements are delayed, At-large appointments are due by September 1st, and Clean Water Farm nominations are due by October 1st.

Natural Resources Conservation Service: Dorian Perez, DC

A copy of Dorian's June report was provided as a hardcopy at the meeting and is attached as part of these minutes.

Virginia Cooperative Extension: Tom Stanley, Extension Agent

A copy of Tom's June report was included in a separate email and is attached as a part of these minutes. Tom briefly spoke about the Drought Monitor and an upcoming Whitetail Deer talk by Justin Folk.

Virginia Department of Environmental Quality: Sara Jordan, Water Monitoring & Assessment Scientist

A copy of Sara's June report was included in the electronic meeting packet and is attached as part of these minutes.

Chesapeake Bay Foundation: Position Vacant

No report provided.

Virginia Department of Forestry: Mitchell Kim

Michell Kim did not provide a written report and was not present at the meeting.

DIRECTOR & STAFF COMMENTS:

ADJOURNMENT

With no further business to address, Rob Deyo adjourned the meeting at 7:25 pm.

The next district business meeting will be a Special Board Meeting held Monday, June 29, 2026 at 9:00 a.m. in the Lexington USDA Service Center Conference Room.

Minutes Submitted by Board Secretary:
June 29, 2026 Jennifer T. Huffman

Minutes Approved by Board of Directors:
June 29, 2026

Robert D. Deyo

PUBLIC MEETING NOTICE
2026

The NATURAL BRIDGE SOIL AND WATER CONSERVATION DISTRICT will hold its monthly Board of Directors meetings for the year 2026 according to the following schedule:

January 21	July 15
February 18	August 19
March 18	September 16
April 15	October 21
May 20	November 18
June 17	December 16
June 29 *Special Board Meeting	

Meetings are held at 6:30 p.m. at the Lexington USDA Service Center Conference Room, 40 Magnolia Square Way, Suite 5, Lexington, Virginia, and via ZOOM until further notice. Cost-Share committee meetings are held each month prior to the regularly scheduled business meeting, as needed.