



Colorado State Conservation Board  
Meeting Minutes  
Yuma, CO

Meeting was called to order by President Unwin July 21, 2016 at 1:02pm. At the request of President Unwin, those present recited the Pledge of Allegiance.

**Roll Call**

**Harold Unwin:** Lower Arkansas River Watershed  
**Karen Salapich:** Upper Arkansas River Watershed  
**Vernon Lurette:** San Juan River Watershed  
**Karin Utterback-Normann:** North Platte, Yampa, White River Watersheds  
**Margaret Lenz:** Member-at-Large  
**Chester Zwirn:** Republican River & Lower South Platte River Watersheds  
**Danny Neufeld:** Rio Grande River Watershed  
**Joe Lindsay:** Upper South Platte River Watershed  
**Larry Sweeney:** Colorado River & Gunnison-Dolores River Watersheds

**Other Attendees**

**Cindy Lair:** State Conservation Board Program Manager  
**Barb DiPasquale:** Conservation Specialist  
**Nikki Brinson:** Conservation Specialist  
**Mark Cronquist:** Conservation Specialist  
**Karen Wolf:** Conservation Specialist  
**Rachel Theler:** Conservation Specialist  
**Nancy Kamenoff:** Conservation Administrative Assistant  
**Sharon Pattee:** Colorado Association of Conservation Districts  
**Clint Evans:** Natural Resource Conservation Services, USDA

**Meeting Summary of Motions**

**AGENDA:** Larry Sweeney moved to accept agenda as is, Vernon Lurette seconded. All in favor, motion passed.

**MEETING MINUTES:** Chester Zwirn expressed appreciation for the addition of "Summary of Motions. Larry Sweeney moved to approve the minutes of the January 27, 2016 board meeting as presented, Margaret Lenz seconded. All in favor, motion passed.



**CERTIFICATE OF ADDITION TO THE FREMONT COUNTY CONSERVATION DISTRICT:** **Danny Neufeld** moved to include the 11.76 acreage to the Fremont County Conservation District. **Margaret Lenz** seconded. All in favor, motion passed.

**CSCB NOMINATION COMMITTEE:** **Larry Sweeney**, moved to include **Karen Salapich**, **Karin Utterback-Normann** and **Margaret Lenz** as the nominating committee. **Joe Lindsay** seconded. All in favor, motion passed.

**MATCHING GRANTS UPDATE:** **Larry Sweeney** moved for the smaller educational matching grant review criteria to remain the same as previous years. **Vernon Lurette** seconded. All in favor, motion passed.

**EAST OTERO, OLNEY BOONE, WEST OTERO-TIMPAS CONSERVATION DISTRICTS REQUEST FOR LONG RANGE PLAN EXTENSIONS:**

- 1) **Danny Neufeld** moved to disallow an extension for the three districts. **Karen Salapich** seconded. All in favor, motion passed.
- 2) **Larry Sweeney** moved to contact the staff with the process of submitting long range plans 1 – 1 ½ years early. **Vernon Lurette** seconded.
- 3) **Board discussion.**
- 4) **Larry Sweeney** moved to withdraw his motion, **Vernon Lurette** seconded withdraw. Motion has been withdrawn.

**DIRECT ASSISTANCE:**

- 1) **Larry Sweeney** moved that \$7,500 be removed off the top of the budget and set aside for the Bootstrap Program. **Joe Lindsay** seconded. All in favor, motion passed.
- 2) **Board discussion on funding tiers vs incremental.**
- 3) **Larry Sweeney** moved to implement another year of incremental distribution. **Chester Zwirn** seconded. The vote passed unanimously.
- 4) **Margaret Lenz** moved to cap the top payment at around \$7,700. **Danny Neufeld** seconded. All in favor, motion passed. Point of clarification: due to Yuma not completing the application they will receive no award this year (\$0.00).

**MATCHING GRANT PROGRAM:** **Vernon Lurette** moved to approve the Executive Committee's decision to change the Matching Grant this year to mini educational matching grants. **Karen Salapich** seconded. All in favor, motion passed.

**BY LAWS:** **Margaret Lenz** moved to remove the word soil and use the official title of 'Colorado State Conservation Board' where appropriate. **Karen Salapich** seconded. All in favor, motion passed.

**NEW LOGO:** **Joe Lindsay** moved that the new logo be accepted. **Larry Sweeney** seconded. All in favor, motion passed.



### Approval of Attendance

### Approval of Agenda

Larry Sweeney moved to accept agenda as is, Vernon Lurette seconded. All in favor, motion passed.

### Approval of Meeting Minutes

Chester Zwirn expressed appreciation for the addition of "Summary of Motions. Larry Sweeney moved to approve the minutes of the January 27, 2016 board meeting as presented, Margaret Lenz seconded. All in favor, motion passed.

### Fremont Petition to join CD

**CERTIFICATE OF ADDITION TO THE FREMONT COUNTY CONSERVATION DISTRICT: Danny Neufeld** moved to include the 11.76 acreage to the Fremont County Conservation District. Margaret Lenz seconded. All in favor, motion passed.

### CSCB Bylaws Review

President Unwin tabled the discussion until the next day so that everyone could review this evening.

### CSCB Nominating Committee

President Unwin stated that it will be a very busy year moving forward for the new executive committee and to keep that in mind when either volunteering or being nominated. Volunteers to be on the nominating committee were asked to step forward. Karen Salapich, Karin Utterback-Normann and Margaret Lenz all volunteered.

Larry Sweeney, moved to include Karen Salapich, Karin Utterback-Normann and Margaret Lenz as the nominating committee. Joe Lindsay seconded. All in favor, motion passed.

### CDA Update

Cindy Lair reported that Les Owens, from Las Cruces, NM was hired as our division director. He will begin mid-August with Conservation. His wife has previously worked for a conservation district in New Mexico. Cindy Lair will be sure to invite him to our next board meeting.

The District Manager training in Broomfield was well received. The total training expense was less than \$3,000.00 for 20 attendees and all CSCB staff to participate. One-on-one training cost is approximately \$300.00 for each session totaling \$6,000.00, so there was at least a savings of \$3,000.00. 95% of the attendees submitted a survey upon completion and no one scored the



training at less than a 4 (fairly beneficial). Almost 75% thought the CDA location would be best for future trainings.

**Cindy Lair** addressed staffing changes. **Tammra Straub** retired and **Barb DiPasquale** has filled her position. **Gail Gnirk** also retired and **Nancy Kamenoff** was hired to be the administrative support in the Broomfield office. **Jim Currier's** position has been cut back and **Barb DiPasquale** will be fulfilling some of his duties from the Broomfield office (currently **Nikki Brinson** is). **Beth Kerberg** may be interested in the Grand Junction position once HR gets the job description. **Barb DiPasquale** and **Nancy Kamenoff** will be involved with Salinity and **Nancy Kamenoff** will reimburse board travel expenses, as well as assist with meeting logistics, etc.

We have begun using a new customer relationship management tool (CRM) called Zoho. All staff are now on board to log in and begin entering data to improve CSCB's customer service to the districts. **Sharon Pattee** requested access, **Nikki Brinson** stated that there is no public access but CSCB will continue on providing CACD with email changes, etc.

**Cindy Lair** updated the board that the Mil Levy for Meeker was wrong and the county wants to get money back from the local conservation district board. **Karin Utterback-Normann** advised people to get legal counsel and retain it so they can get the facts and be protected legally. There are currently 11 mil levies from conservation districts across the state. **Nikki Brinson** original research this may have a larger impact then one county and one district. **Cindy Lair** will research more in to this.

**Cindy Lair** mentioned that **Travis Custer** (who serves on a conservation district board and is also a DCT for another district) has expressed interest in being the Governor's appointee on the Colorado Water Conservation Board. Would this board be willing to write a letter of support? There was much discussion and general conclusion that it was not the place of this board to do that.

**Cindy Lair** provided information that CDPHE (Colorado Department of Public Health and Environment) Water Quality division will be funding a large grant with CSCB to work with the Lower Arkansas Water Conservancy District. More information to come later.

#### **NCDEA Update – Mark Cronquist**

Tours for the NACD Employee Association all over the nation focused in on impacting 6 items.

- 1) Application and progress reports (Direct Assistance) – financial and personal resources spent.
- 2) Employee association – more than officers help make processes. Job skill, training, volunteer management – employees are as important as supervisors.



- 3) District Manager manual is needed and needs to be made available. A calendar would be helpful for when, how, procedures, due dates, etc. so that everyone is on the same page.
- 4) Employee Representative on the state technical committee.
- 5) Watersheds in New York state that develop funds, water quality and land use have been declared illegal in New York. Funding goes directly to coalitions (was a big push for coalitions to receive the money instead of districts). EPA pushed through that they will *only* fund those projects through districts.
- 6) Ag Certainty Program and district involvement in the process has helped over 3,900 farms. District involvement was discussed as well as potential legal ramifications if the district is becoming enforcement.

NACDE really wants to encourage Colorado district managers to attend Tuesday at the National Association Meeting being held in January in Denver.

### **Grant Updates**

**DCT: Barb DiPasquale** stated that the DCT funding with NRCS is good and provided a spreadsheet breakdown of funding issues.

**Matching Grant: Barb DiPasquale** reminded the board that Matching Grant funds are based on both the General Fund (given in the long bill) and severance tax. CSCB is on tier 2 for severance tax funding (meaning tier 1 is always first priority). The issue is that taxes were over collected from Oil and Gas Companies and therefore the State of Colorado has had to issue refunds. This means that there will be substantially less funds available. This can be discussed in the September meeting when we get more information.

The board was to determine how to review the educational matching mini grant applications. A total of 17 applications were submitted. Discussion surrounded going to educational grants, participation and whether a new rubric would be needed. **Larry Sweeney** moved that the process remain the same, **Vernon Lurette** seconded. All in favor, motion passed. **Danny Neufeld, Joe Lindsay and Larry Sweeney** volunteered to review applications. **Sharon Pattee** stated that CACD will try to volunteer some reviewers as well.

Mini grant review questions will use the same evaluation as education.

### **Statutory Requirements/Election Tracking**

#### **East Otero, Olney Boone, West Otero-Timpas Conservation Districts Request for extension on Long Range Plans:**

There was a lot of discussion on the impact of allowing districts to be 'late' and therefore 'out of compliance/good standing' and if they do allow this what are the impacts for them to receive



state funding. Also, the statewide ramifications of allowing this adjustment could cause a wide variety of implications.

- 1) **Danny Neufeld** moved to disallow an extension for the three districts. **Karen Salapich** seconded. All in favor, motion passed.
- 2) **Larry Sweeney** moved to contact the staff with the process of submitting long range plans 1 – 1 ½ years early. **Vernon Lurette** seconded. All in favor, motion passed.
- 3) **Board discussion.**
- 4) **Larry Sweeney** moved to withdraw his motion, **Vernon Lurette** seconded withdraw. Motion has been withdrawn.

### **Statutory Requirements/Election Update**

**Harold Unwin** reported some of a district that is out of compliance concerning voting on district supervisors in elections. There was no notice, advertising or any portion of election completed in the office. **Nikki Brinson** researched the issue and unfortunately there is not much that this board (nor DOLA) can do. The landowners need to do take the local district to district court over the matter for a proper election.

**Nikki Brinson** also provided an update that many districts have still not filed their election documents with DOLA or are several years behind. The biggest issue is that if they did not do any part of the election this year then they have completely missed the timeline and their first chance for corrective action would be in the next election, 2018.

### **Direct Assistance**

**Nikki Brinson** noted that districts were out of compliance. **Vernon Lurette** moved that out of compliance districts will be notified that they are not in compliance and that no CSCB money can be paid to a district not in compliance. **Danny Neufeld** seconded. All in favor, motion passed. **Cindy Lair** will ask **Clint Evans** about the potential impact on DCT.

**Larry Sweeney** moved that \$7500 be removed off the top for the Bootstrap Program. **Margaret Salapich** seconded. All in favor, motion passed.

**Larry Sweeney** moved to implement incremental distribution. **Chester Zwirn** seconded. The board called for hand votes, the vote passed unanimously.

**Margaret Lenz** moved to cap the top payment at around \$7,700. **Danny Neufeld** seconded. All in favor, motion passed. Point of clarification: due to Yuma not completing the application they will receive no award this year (\$0.00).



### **Mined Land Reclamation Board**

**Karin Utterback-Normann** provided updates to the CSC Board. There are issues occurring because of non-payment of annual fees. There is a real financial hardship for the mom and pop entities. **Karin Utterback-Normann** has been calling in for board meetings. **Harold Unwin** thanked **Karin Utterback-Normann** for her time representing CSCB on the MLR board and the updates.

Meeting adjourned for the evening at 4:34pm.

July 22<sup>nd</sup>, 2016 at 8:05am meeting was called back to order.

### **Grant Funding:**

**Vernon Lerette** moved to approve the Executive Committee's decision to change the Matching Grant this year to mini educational matching grants. **Karen Salapich** seconded. All in favor, motion passed.

### **Bylaws**

**BY LAWS:** **Margaret Lenz** moved to remove the word soil and use the official title of 'Colorado State Conservation Board' where appropriate. **Karen Salapich** seconded. All in favor, motion passed.

### **New Logo**

Discussion and clarification was brought up on what individual districts can use for their own logos. **Sharon Pattee** clarified districts are welcome to list their district name next to the green C logo (that is used nationwide for conservation districts by the National Association of Conservation Districts). **Nikki Brinson** reiterated the use of the green C with their district name and the added benefit of being recognized nationally with a 'brand' but that districts are also allowed to design their very own logos/brand. It is the local districts decision on which to use.

Discussion on the use for branding CSCB training with logos, colors, etc. to simplify recognition for conservation districts was completed. **Joe Lindsay** moved that the new logo be accepted. **Larry Sweeney** seconded. All in favor, motion passed.

### **Prairie Letter**

**Cindy Lair** will draft a letter explaining more of the process to ease any confusion. The board clarified that the comments were meant to produce a better document. **Harold Unwin** will collaborate on the letter and **Rachel Theler** and/or **Mark Cronquist** will follow up with the districts after the letter is sent. Discussion was had on having DM trainings early in the year to really help districts with these type of things.



### **CSCB Direct Assistance**

**Nikki Brinson** presented a power point presentation. A detailed spreadsheet with hours spent in the process as it stands currently was discussed. 2 options were offered: Annual Report with funding ideas and Portfolio Submission. **Karin Utterback-Normann** proposed listing the two best and one worst on the Annual Report idea and discussing why they were working and why the one was not. There was a lot of information (work process maps – totally under 10,000 hours for district, CSCB/CACD/NRCS review time and CSCB staff time spent on the current process). The board will think the proposals over.

### **CACD Report**

**Sharon Pattee** reported on the need for NCRS, CACD, CSCB partnerships and that CACD has 4 new board members.

Camp Rocky just completed recently, there were smaller numbers in attendance this year. Discussion on advertising and the reliance on districts to bring kids in was discussed.

CACD Annual meeting agenda was discussed. There will be breakouts Wednesday morning for 2 blocks. Wednesday afternoon will vote on motions and discussion until the meeting is over. The meeting will be from November 14-16 in Loveland, CO.

Envirothon is currently working through internal conflict resolutions.

The next CACD meeting is August 18 and 19<sup>th</sup> in Loveland (at the Embassy Suites).

NACD meeting is in January at the downtown Sheraton. **Cory Gardner** amongst others will speak.

### **NRCS Report**

70 – 74 districts have completed Local Work Group meetings. Thanks to **Rachel Theler, Karen Wolf, Mark Conquist** and **Cindy Lair** that have helped in facilitating meetings. District complaints are that they aren't being heard and NRCS needs to make tangible return and results. **Clint Evans** has some ideas on how to resolve this such as staff working to get EQIP projects funded and it is approved a year in advance (from input provided by the local work group).

### **Board Elections**

**Vernon Lerette** announced he will be resigning from CSCB as of December 31, 2016. He will attend the next two meetings.



### **Miscellaneous**

**Harold Unwin** invited all to an anniversary potluck and dance at 5:30, August 20, 2016. **Harold** and **Peg Unwin** have been married 25 years.

### **Next Meeting**

The next CSCB meeting will be held at Steamboat, September 7-8, 2016. **Karin Utterback-Normann** has invited everyone who would like to come to the ranch for dinner.

Meeting adjourned 10:42 AM.