

**COUNTY OF EAU CLAIRE
EAU CLAIRE, WISCONSIN
"NOTICE OF PUBLIC MEETING"**

In Accordance with the provisions of Chapter 19, subchapter IV, Wisconsin Statutes, NOTICE IS HEREBY GIVEN of the following public meeting:

THE LAND CONSERVATION COMMISSION
WILL MEET ON MONDAY, MARCH 7, 2016 TIME: 5:15 P.M.
PLACE: AGRICULTURE & RESOURCE CENTER
227 1ST ST. WEST, ALTOONA, WI 54720

OPEN SESSION

AGENDA

1. Call to Order
2. Public Input Session (30 minute maximum) – *Discussion*
Please Note: Limit of 3 minutes per speaker
3. Approve Minutes – *Discussion/Action* **Page 5-6**
4. County Cost-Share Applications and Ledger Update – *Discussion/Action*

5. Opportunities in the CREP program, Chad Berge, Eau Claire Co. LCD – *Discussion*
6. Land Stewardship Subcommittee Nominations – *Discussion/Action* **Page 7**
7. Rain to Rivers Program Internal Audit – *Discussion/Action* **Page 8-25**

8. Agency Updates and Committee Member Reports – *Discussion* **Page 26-27**
 - a. *Report from WI Land+Water Conference*
9. Next Meeting Date – *Discussion/Action*
10. Adjourn – *Discussion/Action*

PLEASE NOTE: *Upon reasonable notice, efforts will be made to accommodate the needs of individuals with disabilities through sign language, interpreters or other auxiliary aids. For additional information or to request the service, contact the County ADA Coordinator at 839-4710, (Fax:) 839-1669 or 839-4735, tty: use Relay (711), or by writing to the ADA Coordinator, Human Resources, Eau Claire County Courthouse, 721 Oxford Avenue, Eau Claire, WI 54703.*

RECEIVED _____

POSTED _____



**Eau Claire County
DEPARTMENT OF PLANNING
AND DEVELOPMENT**

**Land Conservation Division
227 First Street West, Altoona, WI 54720
Phone: (715)839-6226 ♦ Fax: (715)839-6277
E-mail: lcd@co.eau-claire.wi.us**

Housing & Community Development
839-6240
Emergency Services Management
839-4736
Land Information
839-4742
Land Use Controls
839-4743
Building Inspection
839-2944
Planning
839-5055

March 1, 2016

TO: Land Conservation Commission
FROM: Kelly Jacobs
LCD Supervisor
RE: Land Conservation Meeting – Monday, March 7, 2016

Minutes – Discussion/Action

Approve the enclosed 2/8/16 LCC Minutes.

Vouchers – Discussion

Listing enclosed.

County Cost-Share – Discussion/Action

At the time of this packet, no new applications have been finalized for 2016.

Opportunities in the CREP Program , Chad Berge, Eau Claire Co. LCD – Discussion

Chad will outline information on the Conservation Reserve Enhancement Program (CREP) and the opportunities for us to work with partners in order to assist landowners in meeting their land management goals while also protecting soil and water resources in the County. By the end of 2017, there will be 50 contracts expiring and the potential for other new contracts entering into the program.

Land Stewardship Subcommittee Nominations – Discussion/Action

Several terms will be expiring in accordance with the enclosed chart. Chair Stelljes requested consideration for extending currently expiring terms through June in order to appropriately maintain committee membership. The subcommittee is also open to considering individuals that you feel may be appropriate for this subcommittee. Official recommendation for committee member terms will be submitted by the Land Stewardship Subcommittee at a later date.

Rain to Rivers Program Internal Audit- Discussion/Action

A comprehensive program review was completed in order to verify the current fund balance in the Rain to Rivers (Stormwater Forum) program. Copies of the final memo were distributed at the previous meeting but a copy is also enclosed in this packet for your reference.

Agency Updates and Committee Member Updates – Discussion

The [WI Land and Water Conference](#) will be held on March 2-4 and attendees will provide a report on their experiences at the conference. A copy of the March DATCP report is also included in this packet for your review.

Set Next Meeting Date – Discussion/Action

Tentatively scheduled for April 4, 2016.

Enclosures

2015 LCD Programs & Projects

Cost-Share –

NAME	PROJECT	COUNTY COST SHARE	STATE COST SHARE

Farmland Preservation and Nutrient Management

Nutrient management, Farmland Preservation, and Animal Waste Storage Ordinance

- The 2015-2016 winter season of Nutrient Management Planning workshops is now completed. People can still contact Greg outside of these workshops regarding plan updates or new plan creation. Cost share is available to landowners for completion of these plans.
- The state Dept. of Revenue and DATCP new tracking system for Farmland Preservation certifications has been finalized. Our office has begun to re-issue Certificates of Compliance, which all must be done before December 2016.

Wildlife Damage Program

Construction Site Erosion Control (UDC reviews)

- As of February 29, 2016 the Land Conservation Division has received and reviewed one application compared to three at this same time in 2015.

Stormwater and/or Erosion Control Plans & Subdivision Reviews –

2016 Permit Applications

Date	Name	Permit #	Permit Type
1/6/16	Arrowhead Properties	EC-01-16	Small Site
1/11/16	Menards – Westgate	SW-01-16	Stormwater
1/28/16	Haas Residential Lot	EC-02-16	Small Site

Current status of Intergovernmental Agreements with Municipal Governments:

- ✓ Town of Washington 5-26-2015 Agreement Complete and signed by all parties.
- ✓ Town of Drammen 5-26-2015 Agreement Complete and signed by all parties.
- ✓ Town of Pleasant Valley 5-26-2015 Agreement Complete and signed by all parties.
- ✓ Town of Seymour 11-2-2015 Agreement Complete and signed by all parties.
- ✓ Town of Wilson 11-23-2015 Agreement Complete and signed by all parties.
- ✓ Town of Fairchild 12-29-2015 Agreement Complete and signed by all parties.

- Town of Union Approved by Town Board and waiting on final signatures.
- Town of Lincoln Approved by Town Board and waiting on final signatures.

- ✓ Town of Ludington Town Ordinance adopted to address Storm Water Management and Construction Site Erosion Control.
- ✓ Town of Brunswick 12-10-2015 Town Board voted to reject the intergovernmental agreement.

- Town of Bridge Creek Jacobs has met with the Town Board, provided draft agreement, and final consideration was expected by the end of calendar year 2015.
- Town of Otter Creek Jacobs discussed at the November Town Board meeting and distributed draft agreement. Final consideration was expected by the end of calendar year 2015.
- Town of Clear Creek Jacobs discussed at the November Town Board meeting and has developed draft agreement. Final consideration was expected by the end of calendar year 2015.

- Lake Eau Claire District Expressed interest in the agreement. Will be drafting a template for their consideration.

No change since February meeting

**EAU CLAIRE COUNTY
LAND CONSERVATION COMMISSION**

**MEETING MINUTES – MONDAY, FEBRUARY 8, 2016
AGRICULTURE & RESOURCE CENTER – ALTOONA, WI**

MEMBERS PRESENT: Ray Henning, Tami Schraufnagel, Robin Leary, Gary Gibson, Glory Adams, Dean Solie, Ron Erickson

MEMBERS EXCUSED: Bruce Willett

STAFF PRESENT: Kelly Jacobs

OTHERS PRESENT: Nick Besasie (USDA-NRCS), Fred Poss (Lake Eau Claire Association)

1. Call to Order

The meeting was called to order at 5:15PM by Chair Leary.

2. Public Input Session

There was no public input provided at this meeting.

3. Approve Minutes

Motion by Henning to approve the December 14, 2015 minutes as presented. All in favor. Motion carried.

4. County Cost-Share Applications and Ledger Update

LCC reviewed the Cost share change order for an additional \$2,500.40 for the 2015 Accola Stream Crossing project as approved by Chair Leary. No additional cost share applications were reviewed. The vouchers and ledgers were reviewed.

5. Application for 2017 State Staffing and cost-share (SWRM) grant

Motion by Erickson to approve the 2017 Eau Claire County SWRM grant application as presented. All in favor. Motion carried.

6. Stormwater and Erosion Control Intergovernmental Agreements

Jacobs indicated that the County was still working with a couple towns as follows:

- ✓ Town of Washington 5-26-2015 Agreement Complete and signed by all parties.
- ✓ Town of Drammen 5-26-2015 Agreement Complete and signed by all parties.
- ✓ Town of Pleasant Valley 5-26-2015 Agreement Complete and signed by all parties.
- ✓ Town of Seymour 11-2-2015 Agreement Complete and signed by all parties.
- ✓ Town of Wilson 11-23-2015 Agreement Complete and signed by all parties.
- ✓ Town of Fairchild 12-29-2015 Agreement Complete and signed by all parties.
- Town of Union Approved by Town Board and waiting on final signatures.
- Town of Lincoln Approved by Town Board and waiting on final signatures.
- ✓ Town of Ludington Town Ordinance adopted to address Storm Water Management and Construction Site Erosion Control.
- ✓ Town of Brunswick 12-10-2015 Town Board voted to reject the intergovernmental agreement.
- Town of Bridge Creek Jacobs has met with the Town Board, provided draft agreement, and final consideration was expected by the end of calendar year 2015.
- Town of Otter Creek Jacobs discussed at the November Town Board meeting and distributed draft agreement. Final consideration was expected by the end of calendar year 2015.

- Town of Clear Creek Jacobs discussed at the November Town Board meeting and has developed draft agreement. Final consideration was expected by the end of calendar year 2015.
- Lake Eau Claire District Expressed interest in the agreement. Will be drafting a template for their consideration.

7. Conservation Poster and Speaking Contest

There were no entries in the Eau Claire County Conservation Speaking Contest this year and as such the event was canceled.

Jacobs described the poster contest on display and requested LCC members to, after the meeting, vote for their favorites based on the criteria outlined on the distributed judging sheets. The poster contest was held in response to a teacher’s request. The Land Conservation Division office will purchase participation ribbons for all entrants and placing ribbons for the top three posters. The top poster will be recommended for consideration at the WI Land+Water Area contest on Wednesday. The Land Conservation Commission commended all poster contest participants for their beautiful work. Suggestion to place a copy of the winner’s poster on County website and display copies of the top finishers in the County Courthouse.

8. Report on Rain to Rivers Accounts, Grants, and Contracts

Jacobs provided a copy of the memo dated February 8, 2016 detailing the results of her internal audit of this account. Chair Leary requested an electronic copy of the memo. This item will also be included on the next meeting agenda. The committee reviewed a copy of the intergovernmental agreement for municipalities that choose to participate in the Rain to Rivers of Western Wisconsin group for stormwater education and outreach activities. Jacobs outlined that the West Central Wisconsin Regional Planning Commission is now also contracted as the Stormwater Outreach Coordinator under this current grant cycle (through December 31, 2016).

9. Eau Claire River Watershed Project

Jacobs provided an update on the current status of the project.

10. Agency Updates and Committee Member Reports

Lake Eau Claire Association – Fred Poss: Fred circulated a copy of the final grant report to DNR, thanked all those that have volunteered over the last 4-5 years, outlined the current Lake Association activities which have included: publication of a newsletter, installation of fish habitat (half logs and tree falls), fundraiser events, and the sediment trap strategy.

USDA-Natural Resource Conservation Service – Nick Besasie: Nick introduced himself and has been filling in a little bit for Jen Roetter over the last couple months. Upcoming EQIP sign-up deadline of March 4 (there is also a special allocation for cover crops). They will soon be looking to hire program support specialists to help with the office work (announcements will soon be posted on [USAjobs](#)).

11. Next Meeting Date

Monday, March 7, 2016 at 5:15 PM at the Ag & Resource Center in Altoona.

12. Adjourn

Erickson moved to adjourn. All in favor. Meeting adjourned at 7:52 PM.

Respectfully submitted,

Kelly Jacobs, Land Conservation Manager

Stewardship SubCommittee Appointments

Last Updated February 11, 2016

	= first appointments
	= second appointments
	= third appointments
	= not serving during this period

Current Title		Apr 2011 - March 2012	Apr 2012 - March 2013	Apr 2013 - March 2014	Apr 2014 - March 2015	Apr 2015 - March 2016	Apr 2016 - March 2017	Apr 2017 - March 2018	April 2018- March 2019
Kevin Stelljes	Chair / Park Comm./ Co. Brd.								
Randy Tews	Citizen Member								
Dave Carlson	Citizen Member								
Rick Koziel	Citizen Member								
Bruce Willett	Land Cons. Comm./ Co. Brd.								
Monica Lewis	Citizen Member								
Doug Burrows	Vice-Chair, Citizen Member								

Appointments following the first introductory period are then made for three year terms thereafter.

INTEROFFICE MEMORANDUM

TO: SCOTT RASMUSSEN, FINANCE DIRECTOR
FROM: KELLY JACOBS, LAND CONSERVATION (LCD) MANAGER
SUBJECT: RAIN TO RIVERS PROGRAM ACCOUNTS
DATE: FEBRUARY 8, 2016
CC: LANCE GURNEY, PLANNING & DEVELOPMENT DIRECTOR

I was directed by Lance Gurney on December 2, 2015 to complete an internal audit on the program accounts associated with the Rain to Rivers of Western Wisconsin (R2R) Program. This program has also functioned as the “Chippewa Valley Storm Water Forum (CVSWF)” program in the past.

The program accounts that are involved, to my best understanding, are as follows:

207-15-57410-200-008	Nonlapsing LCD Expense Account
207-15-43587-008-000	Nonlapsing LCD Revenue Account
800-00-23350-000-000	Nonlapsing balance account for the R2R “Non-Eau Claire County funded” program
405-15-51820-820-000	Nonlapsing Eau Claire County Capital Projects Account
100-15-57410 accounts	LCD annual Operations/Lapsing Expense accounts

The (R2R) program has been, and continues to be, reimbursed for a portion of its expenses through the Wisconsin Department of Natural Resources (DNR) Urban Nonpoint Source (UNPS) Planning Grants Program. Local match is collected from participating municipalities in order to leverage these DNR grant funds for our Chippewa Valley area and Western Wisconsin. Municipalities participate as a means to pool resources, fiscal or otherwise, in order to meet the education and outreach requirements of their DNR MS4 (municipal separate storm sewer system) permit. Other members and contributors also participate due to their interest in furthering stormwater education and outreach in the area.

Since its beginning about ten years ago, Eau Claire County’s responsibilities within the R2R program have been managed by several Eau Claire County LCD staff including: Jean Schomish, Kirsten Cahow-Scholtes, Mark Grabarczyk, Kelly Jacobs, Ronnie Williams, and Skyler Witalison. Linda Zimmerman, Administrative Specialist with LCD, was also in her position for the majority of this time period and handled most of the financial transactions associated with the R2R program.

Detailed account information, by calendar year (Eau Claire County budget year), is attached; however, it is also summarized as follows. There are specific items that will need to be addressed (signified by highlighted text) within this summary.

2003-2005

Eau Claire County LCD received DNR UNPS-Planning grant funds for this period. The grants for this period were allocated specifically for the creation of a Stormwater Management Plan for Eau Claire County, Town of Seymour, and Town of Union. This grant pre-dates the R2R group, but set a foundation for the ideas that would develop for cooperation amongst municipalities in our area.

2006-2007

This time period represents the very beginning of the R2R group. There were municipalities that signed on to agreements to formalize the group. There were not any financial contributions made as part of this first agreement; however, meetings occurred and ideas were shared.

2008

This is the first year of the DNR UNPS-Planning grant for the R2R program. A resolution was adopted by Eau Claire County Board that allowed LCD to serve as fiscal and grant manager for the program. The resolution also stated that equal contributions from each municipal member of the program would be collected in order to meet the local match required for the grant funds; which ended up being \$1,512.50 per municipality.

All transactions were completed in accounts 207-15-57410-200-008 and 207-15-43587-008-000. There is no record of a capital request. There was no money budgeted for the program in either of these accounts.

There was also no contribution from Eau Claire County recorded. A transfer of \$1,512.50 of County funds into the R2R program (account 207-15-43587-008-000) needs to be done in order to reconcile this oversight.

In addition, the first DNR grant reimbursement was received for \$6,061.66 and deposited on January 9, 2009 as reimbursement for 2008 expenses. The Eau Claire County deposit number is listed as 36952. Although our internal LCD accounting spreadsheets and paper documentation both note this deposit into 207-15-57410-200-008, there is nothing recorded in ALIO for either the calendar year 2008 or calendar year 2009 budgets. We will need to work together to find where these \$6,061.66 of DNR grant funds were deposited and properly account for them in the R2R program.

There is no record in the ALIO accounting software for the City of Chippewa Falls contribution of \$1,512.50. The Eau Claire County deposit number is listed as 35504. We will need to work together to find where these \$1,512.50 of local municipality match funds were deposited and properly account for them in the R2R program

2009

All transactions were completed in accounts 207-15-57410-200-008 and 207-15-43587-008-000. There is no record of a capital request. There was no money budgeted for the program in either of these accounts.

There was also no contribution from Eau Claire County recorded. A transfer of \$1,512.50 into the program (account 207-15-43587-008-000) needs to be done in order to reconcile this oversight.

2010

All transactions were completed in accounts 207-15-57410-200-008 and 207-15-43587-008-000. There is no record of a capital request. There was \$15,000 budgeted for the program in account 207-15-57410-200-008 and \$15,000 in account 207-15-43587-008-000.

There was also no contribution from Eau Claire County recorded. A transfer of \$1,512.50 into the program (account 207-15-43587-008-000) needs to be done in order to reconcile this oversight.

2011

Account 800-00-23350-000-000 was instated at the beginning of the 2011 budget year in addition to accounts 207-15-57410-200-008 and 207-15-43587-008-000. The 800 account was not included in any County budget paperwork and did not have a stated budget. There was also no money budgeted for the program in either of the 207 accounts. There is no record of a capital request.

This was also the first year where R2R member contributions were increased to \$2,000 per municipality.

I, Kelly Jacobs, started in my position as Land Conservation Division Supervisor in May 2011 after there was over one year of vacancy in the position. 2011-2012 was also near the end of one DNR UNPS-Planning grant and the beginning of another DNR UNPS-Planning grant. Although I wasn't completely familiar with the Eau Claire County budget structure, I knew we needed to get \$2,000 of Eau Claire County money in the R2R program account. As such, we transferred the \$2,000 contribution from account 100-15-57410-324-000 into account 800-00-23350-000-000. Because of this, the Eau Claire County contribution was properly accounted for.

At the end of 2011, the overall program balance was **\$40,429.93** in accordance with these account balances:

207 revenue account = \$125,814.62

207 expense account = -\$121,496.35

800 account balance = \$ 24,000

County contributions that still need to be made from years 2008-2010 = \$4,537.50

DNR grant reimbursement in 2008 that still needs to be found = \$6,061.66

City of Chippewa Falls Payment in 2008 that still needs to be found = \$1,512.50

2012

Account 800-00-23350-000-000 was not included in any County budget paperwork and did not have a stated budget. I confirmed with Robyn Rau, Finance Department, on 1-29-2016 that this is the only account for the R2R program that gets credited for the carryover amount at the beginning of each year in the ALIO accounts tracking software.

There was \$26,000 budgeted 207-15-57410-200-008 (expense) and \$24,000 budgeted in 207-15-43587-008-000 (revenue) to reflect that Eau Claire County was required to put forward \$2,000 of tax levy toward the program. As such, a \$2,000 check was cut from the 207-15-57410-200-008 (expense) account and deposited into the 800-00-23350-000-000 account.

After submitting one payment directly to the 800 account, Finance Department directed us to instead pay all expenses using the 207-15-57410-200-008 account (this occurred around the middle of the year).

The auditors required a journal entry at the end of the year to bring the expenses in the 207-15-57410-200-008 (expense) account to zero. In making sure the expenses were not a county burden, this unfortunately also zeroed out the County tax levy contribution that had previously been made into the R2R program earlier in the year. It seems to me we have the following options to correct this:

1. Transfer another \$2,000 into the 800 account from County tax levy (as it was budgeted), or
2. Correct the audit entry to reflect the appropriate amount of \$15,612.92 transferred from the 800 account into the 207 account (to appropriately reflect the County's \$2,000 tax levy contribution). In this case, we would also need to correct the carryover amount entered into the 800 account at the beginning of each consecutive year.

There is no record of a capital request.

At the end of 2012, the overall program balance was **\$49,937.09** in accordance with these account balances:

207 revenue account = \$127,668.70

207 expense account = -\$121,496.35

800 account balance = \$ 29,653.08

County contributions that still need to be made from years 2008-2010 = \$4,537.50

County contribution to correct 2012 issue = \$2,000

DNR grant reimbursement in 2008 that still needs to be found = \$6,061.66

City of Chippewa Falls Payment in 2008 that still needs to be found = \$1,512.50

2013

Account 800-00-23350-000-000 was not included in any County budget paperwork and did not have a stated budget. There is no record of a capital request.

There was \$26,000 budgeted 207-15-57410-200-008 (expense) and \$24,000 budgeted in 207-15-43587-008-000 (revenue) to reflect that Eau Claire County was required to put forward \$2,000 of tax levy toward the program. As such, a \$2,000 journal entry was requested from the 207-15-57410-200-008 (expense) account and deposited into the 800-00-23350-000-000 account. That being said, it seems that any expense requests that were made out of the 207-15-57410-200-008 were “corrected” at the Finance Department via Journal entries to show that they were instead taken out of the 800 account? There was a lot of crediting and debiting that happened in the journal entry tab on both accounts and was somewhat hard to follow, so my assessment can definitely be reviewed on this one. That being said, I interpret this to show that any 207 payments were instead processed out of the 800 account and the Eau Claire County contribution that was made out of the appropriately budgeted 207 account was actually zeroed out (because it was returned there). It seems to me we have **to transfer another \$2,000 back into the 800 account (as it was budgeted).**

At the end of 2013, the overall program balance was **\$36,616.33** in accordance with these account balances:

207 revenue account = \$127,668.70

207 expense account = -\$121,496.35

800 account balance = \$ 14,332.32

County contributions that still need to be made from years 2008-2010 = \$4,537.50

County contribution to correct 2012 & 2013 issues = \$4,000

DNR grant reimbursement in 2008 that still needs to be found = \$6,061.66

City of Chippewa Falls Payment in 2008 that still needs to be found = \$1,512.50

2014

This is the first time the R2R (by the name of “Storm Water Forum”) was included as a capital project, as far as I am aware. This was done because of the financial threshold requirement given by the County for larger special projects that require this special filing during budget time as capital projects. Tax levy in the amount of \$2,000 was budgeted for the capital project with account number 207-15-57410-200-008 listed as the appropriate account.

There was \$26,000 budgeted 207-15-57410-200-008 (expense) and \$24,000 budgeted in 207-15-43587-008-000 (revenue) to reflect that Eau Claire County was required to put forward \$2,000 of tax levy toward the program. There was no contribution from Eau Claire County recorded. A **transfer of \$2,000 into the program (800-00-23350-000-000) needs to be done** in order to reconcile this oversight.

At the end of 2014, the overall program balance was **\$39,363.02** in accordance with these account balances:

207 revenue account = \$141,747.71

207 expense account = -\$121,496.35

800 account balance = \$ 1,000.00

County contributions that still need to be made from years 2008-2010 = \$4,537.50

County contribution to correct 2012 & 2013 issues = \$4,000

County contribution that needs to be made for 2014 = \$2,000

DNR grant reimbursement in 2008 that still needs to be found = \$6,061.66

City of Chippewa Falls Payment in 2008 that still needs to be found = \$1,512.50

2015

Account 800-00-23350-000-000 was not included in any County budget paperwork and did not have a stated budget. Tax levy in the amount of \$2,000 was budgeted for the capital project with account number 207-15-57410-200-008 listed as the appropriate account.

Somewhere in the budgeting process, we ended up with \$24,000 budgeted in both the 207-15-57410-200-008 and 207-15-43587-008-000 accounts. However, the \$2,000 Eau Claire County contribution was still properly transferred by journal entry from the 207-15-57410-200-008 account into the 800-00-23350-000-000 account. We do need to ensure that these were tax levy funds from the 207 expense account that went into the 800 account; which are from revenues above and beyond the grant reimbursements that were received in the associated 207 revenue account.

At the end of 2015, the overall program balance was **\$84,004.68** in accordance with these account balances:

207 revenue account = \$171,039.53

207 expense account = -\$123,496.25

800 account balance = \$18,349.74

County contributions that still need to be made from years 2008-2010 = \$4,537.50

County contribution to correct 2012 & 2013 issues = \$4,000

County contribution that needs to be made for 2014 = \$2,000

DNR grant reimbursement in 2008 that still needs to be found = \$6,061.66

City of Chippewa Falls Payment in 2008 that still needs to be found = \$1,512.50

Conclusions and Recommendations for Moving Forward

Although I will disclose right now that I am not a trained accountant, I did complete a thorough review of these accounts using my personal knowledge, researching historical documents and records, using internal LCD accounting spreadsheets, and ultimately verifying all information using the official ALIO software. Please feel free to review any and all of the items listed here as well. Based on this assessment, I would like to make the following recommendations within Eau Claire County's accounts for the R2R program:

- First, Eau Claire County needs to place their 2008-2010 match contribution of \$4,537.50 into the 207-15-43587-008-000 account. The source of these funds is County tax levy, but the account used is yet to be determined.
- Additionally, the County needs to place another \$6,000 for their 2012-2014 match contribution into the 800-00-23350-000-00 account. The source of these funds is County tax levy, but the account used is yet to be determined.
- Third, Eau Claire County needs to find the \$6,061.66 reimbursement from DNR in 2008 and transfer or otherwise place those funds into the 207-15-43587-008-000 account
- And finally, Eau Claire County needs to find the 2008 City of Chippewa Falls Payment of \$1,512.50 and transfer or otherwise place those funds into the 207-15-43587-008-000 account.

At such time that the Eau Claire County corrections are made (if completed as suggested above), the remaining overall program balance at the end of 2015 will be **\$\$84,004.68** in accordance with these account balances for the end of budget year 2015:

- 207 revenue account = \$183,151.19
 - 207 expense account = -\$123,496.25
 - 800 account balance = \$24,349.74
- After that, I would also consider then putting the \$59,654.94 balance of funds from the 207 accounts (\$183,151.19 revenue - \$123,496.25 expense), into the 800 account and utilize that 800 account exclusively for the R2R program financial activities as we move forward. I suggest this especially given that Eau Claire County no longer has a financial match requirement to the group as long as we continue to manage the finances of that program. The 800 account also is tracked and managed within ALIO to allow for proper documentation for these funds. There may also be value to keeping the 207 account active for managing and tracking annual expenditures. I would be happy to talk with you about the best options in order to define a process as we move forward into the 2016 budget year.
 - In 2016, there were no funds budgeted for an Eau Claire County match (both 207 accounts indicate \$24,000) due to our extra time and resources dedicated as part of the program management. This arrangement was officially approved at a regular R2R monthly meeting. As long as Eau Claire County continues to manage the R2R program, this waiver of Eau Claire County's financial contribution (currently this would be \$2,000 per year) is intended to continue.

- I would also suggest that for all Eau Claire County nonlapsing accounts, a balance should be carried forward in ALIO much like the 800-00-23350-000-000 has a documented balance carryover. This will provide more clarity to program managers, accounting staff, and elected officials in order to more effectively manage the finances for these programs in the future.

I have suggested that the current contracted outreach coordinator, West Central Wisconsin Regional Planning Commission (WCWRPC), consider applying for the next UNPS-Planning grant on behalf of the R2R program. The next grant cycle begins January 1, 2017 and applications will be available soon. The current grant that is being managed by Eau Claire County LCD will end December 31, 2016 unless a one-year extension is requested in order to utilize the remainder of the funds. WCWRPC is currently contracted with Eau Claire County to provide the services of Stormwater Outreach Coordinator through December 31, 2016 (with the option to renew that agreement for an additional year). A meeting to further talk through some of the potential options for shifting responsibility will be scheduled for later this month. Any such shift in management of grants, finances, or contract oversight would not occur until at least January 1, 2017 (based on the contract and grant expiration on December 31, 2016, as stated previously) or even as late as January 1, 2019 (at which time new intergovernmental agreements would be in place by participating member municipalities).

I will also take this information and compare against the grant requirements in order to confirm that appropriate reimbursements have been requested and to ensure matching fund availability for current grants. The remaining funds will likely be used as match for the 2017 grant application (which, if awarded, will be good for the 2017 and 2018 calendar years). The current intergovernmental agreements are set to expire December 31, 2018. At such time, I would also recommend that the R2R members review the amount of member contributions given, 1) the account balance at that time, 2) future grant opportunities, and 3) their vision for planned activities and direction of the R2R program.

Thank you for considering these requests and thoroughly reviewing this document. I look forward to working further with you and/or Becky Gunderson of the Finance Department regarding the items outlined for this account.

Rain To Rivers Account Summary
 Last updated by K.Jacobs 2-3-2016

Kelly Jacobs: These corrections in this 207-15-43587-008-000 account should not be debited from the balance of either of the other two accounts. Source of County funds to be determined.

Account 207-15-43587-008-000

Year	Budget	Revenue / Credit	Expense / Debit	Year end Account Balance	Year End running balance	Corrections needed	Actual Year end balance	Actual Running Balance
2008	0.00	7,562.50	0.00	\$ 7,562.50	\$ 7,562.50	9,086.66	\$ 16,649.16	\$ 16,649.16
2009	0.00	44,681.17	0.00	\$ 44,681.17	\$ 52,243.67	1,512.50	\$ 46,193.67	\$ 62,842.83
2010	15,000.00	45,793.43	0.00	\$ 45,793.43	\$ 98,037.10	1,512.50	\$ 47,305.93	\$ 110,148.76
2011	0.00	27,777.52	0.00	\$ 27,777.52	\$ 125,814.62	0.00	\$ 27,777.52	\$ 137,926.28
2012	24,000.00	1,854.08	0.00	\$1,854.08	\$ 127,668.70	0.00	\$1,854.08	\$ 139,780.36
2013	24,000.00	0.00	0.00	\$0.00	\$ 127,668.70	0.00	\$0.00	\$ 139,780.36
2014	24,000.00	14,079.01	0.00	\$14,079.01	\$ 141,747.71	0.00	\$14,079.01	\$ 153,859.37
2015	24,000.00	29,291.82	0.00	\$29,291.82	\$ 171,039.53	0.00	\$29,291.82	\$ 183,151.19

Account 207-15-57410-200-008

Year	Budget	Revenue / Credit	Expense / Debit	Year end Account Balance	Year End running balance	Corrections needed	Actual Year end balance	Actual Running Balance
2008	0.00	0.00	11,556.52	-\$11,556.52	-\$11,556.52	0.00	-\$11,556.52	-\$11,556.52
2009	0.00	0.00	39,367.08	-\$39,367.08	-\$50,923.60	0.00	-\$39,367.08	-\$50,923.60
2010	15,000.00	0.00	52,550.33	-\$52,550.33	-\$103,473.93	0.00	-\$52,550.33	-\$103,473.93
2011	0.00	912.00	18,934.32	-\$18,022.32	-\$121,496.25	0.00	-\$18,022.32	-\$121,496.25
2012	26,000.00	17,612.92	17,612.92	\$0.00	-\$121,496.25	0.00	\$0.00	-\$121,496.25
2013	26,000.00	0.00	0.00	\$0.00	-\$121,496.25	0.00	\$0.00	-\$121,496.25
2014	26,000.00	0.00	0.00	\$0.00	-\$121,496.25	0.00	\$0.00	-\$121,496.25
2015	24,000.00	0.00	2,000.00	-\$2,000.00	-\$123,496.25	0.00	-\$2,000.00	-\$123,496.25

Account 800-00-23350-000-000

Year	Budget	Revenue / Credit	Expense / Debit	Year end Account Balance		Corrections needed	Actual Year end balance	Running year end balance
2008					Kelly Jacobs: No running balance required because carryover is credited in ALIO at the beginning of each year.			
2009								
2010								
2011	0.00	24,000.00	-	\$24,000.00			0.00	\$24,000.00
2012	0.00	48,000.00	18,346.92	\$29,653.08		2,000.00	\$31,653.08	\$31,653.08
2013	0.00	51,657.06	37,324.74	\$14,332.32		2,000.00	\$16,332.32	\$18,332.32
2014	0.00	37,073.32	36,073.32	\$1,000.00		2,000.00	\$3,000.00	\$7,000.00
2015	0.00	28,810.21	10,460.47	\$18,349.74		0.00	\$18,349.74	\$24,349.74

Program balance at end of 2015 = \$ 84,004.68

Rain to Rivers (Formerly Chippewa Valley Stormwater Forum) Account Details
Last Updated By Kelly Jacobs, Land Conservation Manager, 2-3-2016

Attention needed where highlighted

Budget Year	Date Received	PO# / Ref#	Description / Budget Entry	Check/Deposit No.	Mo. Paid	Debits	Credits	Account where transaction occurred	Total Revenue by account	Total Expense by account	End of year balance by account	
2003	Previous grant done for stormwater plan and ordinance development (no formal stormwater forum framework here, but talks starting) Ran expenses from this grant through account 207-15-57410-200-000 and revenues through account 207-15-43587-006-000 (including the contract with SEH)?											
2004												
2005												
2006	Stormwater Forum's infancy in 2006-2007 - no cash match collected from municipalities (just the agreements and meetings began). Municipal SW Forum agreements first included financial match beginning in May 2008 (specific to the needs of the grant's "local match" requirements). The 207 Accounts were created in budget year 2008 for the purposes of the R2R (CVSWF) program finances.											
2007												
2008		1	MSA Prof Svc	582311	Aug	\$1,965.27		207-15-57410-200-008	\$0.00	\$11,556.52	-\$11,556.52	
		2	MSA Prof Svc	584243	Sept	\$3,382.50						
		3	MSA Prof Svc	584747	Oct	\$3,311.75						
		4	MSA Prof Svc	586804	Nov	\$2,897.00						
				Eau Claire County 2008 contribution				\$0.00				
		7-Jul-08	19635	Chippewa Falls, City of	35504			\$0.00				
		29-Dec-08	158916	City of Eau Claire	36849			\$1,512.50	207-15-43587-008-000	\$7,562.50	\$0.00	\$7,562.50
		2-Jan-09	18807	Town of Washington	36950			\$1,512.50				
		9-Jan-09	6234713	DNR - 1st Reimbursement Request	36952			\$0.00				
		21-Jan-09	37141/8553	Town of Eagle Point & Town of Union	37102			\$3,025.00				
	3-Feb-09	42957	City of Altoona	37221			\$1,512.50					

Kelly Jacobs:
 Need \$1512.50 County money placed into R2R program account

Kelly Jacobs:
 This \$1,512.50 payment is not recorded in ALIO

2009		5	MSA Prof Svc	590591	Feb '09	\$11,755.47					
		6	MSA		Mar	\$5,870.65					
		7	MSA		Apr	\$3,261.45					
		8	MSA		May	\$2,207.50					
		9	MSA		June	\$479.25					
		10	MSA		July	\$2,387.20					
		11	MSA		Aug	\$1,097.25					
				WAEE Booth Fee		Sept	\$50.00	207-15-57410-	\$0.00	\$39,367.08	-\$39,367.08
				Petty Cash - Turf Workshop		Oct	\$57.38	200-008			
		8634		Wilder Graphics		Oct	\$486.00				
		13		MSA		Oct	\$3,107.29				
		72582		Johnson Litho Graphics		Nov	\$1,140.00				
		12		MSA		Nov	\$2,241.40				
		14		MSA		Nov	\$2,296.54				
		15		MSA		Nov	\$2,043.45				
		16		MSA		Jan '10	\$886.25				
				Eau Claire County 2009 contribution							
		5-Jan-09	27419	2008 contribution - Town of Seymour	36958		\$1,512.50				
		8-Jan-09	22215/39098	2008 contribution - Village of Hallie & City of Menomonie	36955		\$3,025.00				
		14-Jan-09	323242/35105	2008 contribution - Chippewa Co. & Town of Lafayette	37067		\$3,025.00				
		7-Aug-09	19442	Grant Match - Town of Wash	38668		\$1,512.50				
		12-Aug-09	43947	Grant Match - City of Altoona	38739		\$1,512.50				
		17-Aug-09	37548/27810	Grant Match - Eagle Pt./Seymour	38770		\$3,025.00	207-15-43587-	\$44,681.17	\$0.00	\$44,681.17
		21-Aug-09	Misc	Grant Match - Misc	38814		\$7,562.50	008-000-000			
		31-Aug-09	22914	Grant Match - Village of Hallie	38875		\$1,512.50				
		2-Oct-09	6740179	Grant Reimbursement - DNR	39086		\$20,201.17				
		13-Oct-09	Misc	Turf Mgmt. Fees	39133		\$250.00				
	13-Oct-09	JE	Turf Mgmt. Fee for KCS			\$15.00					
	20-Oct-09	164154	Turf Mgmt. Fee - City of Eau Claire	39168		\$15.00					
	23-Dec-09	35935	Grant Match - Town of Lafayette	39634		\$1,512.50					

Kelly Jacobs:
This \$6,061.66 grant reimbursement was not recorded in ALIO in this account. Verified receipt paperwork with Linda. Where did this deposit go?

Kelly Jacobs:
Need \$1512.50 County money placed into R2R program account

2010		17	M.S.A.		Feb	\$1,866.25	207-15-57410-200-008	\$0.00	\$52,550.33	-\$52,550.33					
			Elan (Godaddy)		Mar	\$36.21									
		18	M.S.A.		Mar	\$7,558.98									
		19	M.S.A.		Mar	\$537.98									
		20	M.S.A.		Apr	\$705.25									
		1-A	M.S.A.		Apr	\$1,208.75									
		21	M.S.A.		Apr	\$8,733.93									
		2-A	M.S.A.		Apr	\$1,016.25									
		22	M.S.A.		June	\$2,892.50									
		3	M.S.A.		June	\$1,595.00									
		23	M.S.A.		June	\$1,569.75									
		4	M.S.A.		June	\$318.50									
			Clean Water MN Media		July	\$25.00									
		24	M.S.A.		Aug	\$779.75									
		25	M.S.A.		Sept	\$2,564.29									
		5	M.S.A.		Sept	\$1,228.50									
		26	M.S.A.		Oct	\$1,919.75									
		6	M.S.A.		Oct	\$2,468.00									
			NWEA Conference Exhibit		Oct	\$100.00									
		27	M.S.A.		Nov	\$273.00									
		7	M.S.A.		Nov	\$4,039.86									
		28	M.S.A.		Dec	\$1,599.29									
		8	M.S.A.		Dec	\$1,975.75									
		287596504	Go-Daddy (Elan)		Dec	\$174.87									
		29	M.S.A.		Jan	\$4,237.19									
		9	M.S.A.		Jan	\$3,125.73									
			Eau Claire County 2010 contribution			\$0.00									
		2-Feb-10	Misc	Town Match (Alt., CF, Ch. Co., EP)	39963						\$6,050.00	207-15-43587-008-000	\$45,793.43	\$0.00	\$45,793.43
		8-Feb-10	Misc	Town Match (Men., Wash.)	40009						\$3,025.00				
	25-Feb-10	Misc	Town Match (Seymour, Union)	40150		\$3,025.00									
	12-Mar-10	166540	Town Match (City of Eau Claire)	40240		\$1,512.50									
	29-Mar-10	20173	Town of Washington - extra brochures	40355		\$120.00									
	27-Apr-10	7106312	DNR reimburse - 3rd & 4th Qtr 2009 Expenses	40525		\$9,383.89									
	3-May-10	7118892	DNR Reimburse - 1st Qtr 2010 Expenses	40550		\$8,339.39									
	19-Aug-10	Misc	Town Match (Lake Hallie, LaFayette)	41325		\$3,025.00									
	18-Nov-10	7496933	DNR reimburse - 2nd Qtr 2010 Expenses	41914		\$11,312.65									

Kelly Jacobs:
 Need \$1512.50
 County money
 placed into R2R
 program account

2011		Misc	City of Chippewa & Chippewa Co.	D42484	Jan		\$4,000.00	800-00-23350-000-000	\$24,000.00	\$0.00	\$24,000.00
		Misc	City of E.C., Towns of Sey. & Wash.	D42546	Jan		\$6,000.00				
		Misc	City of Altoona, Town of Eagle Point	D42615	Feb		\$4,000.00				
		45371	City of Menomonie & Town of Union	D42631	Feb		\$4,000.00				
		36894	Town of Lafayette	D42745	Feb		\$2,000.00				
		1029	JE - Eau Claire County from 100-15-57410-324-000		Jan		\$2,000.00				
		24818	Village of Lake Hallie	D43382	May		\$2,000.00				
		39838	Maverick Media		Mar	\$1,500.00		207-15-57410-200-008	\$912.00	\$18,934.32	-\$18,022.32
		39872	Clear Channel Broadcasting		Apr	\$1,520.00					
		39904	WEAU		Apr	\$2,330.00					
		39905	WXOW/WQOW Television		Apr	\$1,655.00					
		39905	WXOW/WQOW Television		Apr	\$360.00					
		39966	Clear Channel Broadcasting		May	\$912.00					
		39974	WEAU		May	\$4,980.00					
		39975	WXOW/WQOW Television		May	\$1,225.00					
		39975	WXOW/WQOW Television		May	\$360.00					
		40038	WEAU		June	\$920.00					
		Duplicate Pymt	Clear Channel Broadcasting		June		\$912.00				
		40093	Maverick Media		July	\$1,500.00					
		40169	Clear Channel Broadcasting		Aug	\$1,002.00					
		Photo Card Specialists, Inc.		Sept	\$152.32						
	40330	Clear Channel Broadcasting		Oct	\$518.00						
	14-Apr-11	7767520	3rd & 4th Quarter 2010 Expenses	43169		\$17,157.76	207-15-43587-008-000	\$27,777.52	\$0.00	\$27,777.52	
	18-Aug-11	100708	City of River Falls Deliverables	44034		\$230.36					
	20-Dec-11	8240249	DNR reimburse - 1st & 2nd Quarter 2011 Expenses	44891		\$10,389.40					

Kelly Jacobs:
 Although the account used was a little unconventional, this transfer did successfully ensure Eau Claire County's contribution was made.

2013		Balance carried Forward from 2012	JE			\$29,653.08				
		Eau Claire Co. LCD	JE	Jan		\$0.00				
	*	1-23-13 Altoona, EC, Chip. LCD, Hallie	48181	Jan		\$8,000.00				
	*	1-28-12 Town of Washington	48231	Jan		\$2,000.00				
		US Bank Credit Card NACD Order		Jan		\$35.93				
		Red Cedar Watershed Conference		Jan		\$500.00				
	*	2-8-13 City of Menomonie & Chippewa	48337	Feb		\$4,000.00				
	*	2-25-13 LaFayette, Seymour, Union	48476	Feb		\$6,000.00				
	*	6-18-13 Town of Eagle Point	49279	June		\$2,000.00				
	*	Record MS4 workshop Inv#100413		Oct		\$173.26				
	*	Inv. 269275 SEH Consulting Services - April/May		June		\$4,771.60	800-00-23350-000-000	\$51,657.06	\$37,324.74	\$14,332.32
	*	Inv. 270409 SEH Consulting Services - June		July		\$4,437.44				
	*	Supplies for Sustainability Festival		Aug		\$200.00				
	*	Inv. 271555 SEH Consulting Services - July		Sept		\$5,716.01				
	*	Inv. 272778 SEH Consulting Services - August		Sept		\$5,473.05				
	*	Supplies for Sustainability Festival		Sept		\$13.84				
	*	Inv. 274013 SEH Consulting Services - September		Oct		\$5,980.26				
	*	Inv. 274974 SEH Consulting Services - October		Nov		\$7,329.84				
	*	US Bank - Festival Foods - MS4 Workshop		Nov		\$211.73				
	*	US Bank - Festival Foods - MS4 Workshop		Nov		\$3.98				
	*	SEH Consulting Services - November		Dec		\$2,481.78				
		Eau Claire Co. LCD	JE			\$0.00	207-15-57410-200-008	\$0.00	\$0.00	\$0.00
		<i>no deposits made in 2013</i>				\$0.00	207-15-43587-008-000	\$0.00	\$0.00	\$0.00

Kelly Jacobs:
 \$2,000 was transferred from the 207-15-57410-200-008 account and deposited into the 800-00-23350-000-000 acct. (but seems to have been canceled by Finance?)

800-00-23350-000-000

Kelly Jacobs:
 Was \$2,000 but was canceled out by Robyn Rau through Journal Entry (via ALIO)?

		Balance carried Forward from 2013		Jan		\$14,332.32				
	ET-bk0065380006	Metropolis Resort		Jan	\$175.00					
		Altoona, Chippewa Falls, Eagle Point	50960	Jan		\$6,000.00				
		Eau Claire Co. LCD	je	Jan		\$0.00				
		Chip. Co., City of Eau Claire, Town of Wash.	51804	Jan		\$6,000.00				
		SEH Dec. Consulting Services		Jan	\$2,860.65					
		Lafayette, Hallie, Menomonie, Seymour	51159	Jan		\$8,000.00				
		Metropolis Resort		Feb	\$2,201.95					
	Deposit 51446	Workshop Fees		Feb		\$630.00				
		SEH Jan. Consulting Services		Feb	\$2,142.51					
		TMLIA, Inc. 2014 Red Cedar Conf.		Mar	\$500.00					
		Lebo Sign Works, Inc.		Mar	\$981.00					
		SEH Feb. Consulting Services		Mar	\$2,858.59					
		Brian Gray - Plinko Boards		Apr	\$2,260.00					
		1 Better, LCC - Movie Advertising		Apr	\$9,492.00					
		Limelight Social Media (Facebook Mgmt.)		Apr	\$1,200.00					
		SEH Mar. Consulting Services		Apr	\$2,391.23					
2014		MW Family Broadcasting (WAXX) April PSA's		May	\$540.00					
		Lebo Sign Works, Inc.		May	\$981.00					
		MW Family Broadcasting (WAXX) May PSA's		June	\$780.00					
		Jay's Sign Service		June	\$490.00					
		Reimbursement - Plinko Boards		June		\$2,111.00				
		Gray, Brian - Plinko Boards - Add costs		July	\$500.00					
		MW Family Broadcasting (WAXX) June PSA's		July	\$780.00					
		MW Family Broadcasting (WAXX) July PSA's		Aug	\$780.00					
		MW Family Broadcasting (WAXX) Aug. PSA's		Sept	\$780.00					
		MW Family Broadcasting (WAXX) Sept. PSA's		Oct	\$780.00					
		Limelight Social Media (Facebook Mgmt.)		Oct	\$1,200.00					
		SEH Sept. Consulting Services		Oct	\$866.42					
		MW Family Broadcasting (WAXX) Oct. PSA's		Nov	\$120.00					
		UW-Ext. CV Sustainability Fest (WQOW/Volume One)		Dec	\$602.85					
		Eau Claire Co. LCD	je	Jan	\$0.00					
	12/9/2014	DNR reimbursement	Check #9945603 / receipt #53538			\$14,079.01				
							800-00-23350-000-000	\$37,073.32	\$36,263.20	\$810.12
							207-15-57410-200-008	\$0.00	\$0.00	\$0.00
							207-15-43587-008-000	\$14,079.01	\$0.00	\$14,079.01

Kelly Jacobs:
No documentation in ALIO of this transaction

Kelly Jacobs:
No transaction documented in ALIO

2015		Balance carried Forward from 2014				\$810.21				
		City of CH, Hallie, Seymour, Washington	53960	Jan		\$8,000.00				
		Altoona, Chip. LCD, Eagle Point, Rice Lake	54051	Jan		\$8,000.00				
		Eau Claire Co. LCD	JE1020	Jan		\$2,000.00				
		City of Eau Claire, City of Menomonie	54239	Feb		\$4,000.00				
		Eau Claire Area Master Gardeners Booth		Feb	\$25.00					
		Town of Union 2014 payment	54447	Mar		\$2,000.00				
		Town of Lafayette		Apr		\$2,000.00				
		Town of Union 2015 payment	54814	Apr		\$2,000.00				
		Olson Environmental Research LLC		Apr	\$800.00					
		Olson Environmental Research LLC		May	\$1,250.00					
		Olson Environmental Research LLC		July	\$1,012.50					
		Olson Environmental Research LLC		July	\$1,112.50					
		Downtown Eau Claire, Inc.		July	\$115.00					
		Olson Environmental Research LLC		Aug	\$1,075.00					
		Mega - 7/23/15 Meeting Supplies		Aug	\$30.37					
		Photo Card Specialists - R2R Tattoos		Sept	\$154.37					
		Olson Environmental Research LLC		Sept	\$1,145.00					
		Olson Environmental Research LLC		Oct	\$600.00					
		US Bank - Go Daddy		Nov	\$143.28					
		US Bank - Directional Ad-Vantage Holdings		Nov	\$685.00					
		US Bank - International E-Z Up, Inc.		Nov	\$1,722.45					
		US Bank - Smartlite		Dec	\$295.00					
	US Bank - Smartlite		Jan	\$295.00						
	JE1020	Eau Claire Co. LCD		Jan	\$2,000.00		207-15-57410-200-008	\$0.00	\$2,000.00	-\$2,000.00
8/29/2015		DNR reimbursement	Check #305492 / Receipt #55939			\$29,291.82	207-15-43587-008-000	\$29,291.82	\$0.00	\$29,291.82
							800-00-23350-000-000	\$28,810.21	\$10,460.47	\$18,349.74

Kelly Jacobs:
The first time we (almost) got it right! We had \$24,000 budgeted in both the 207 revenue and expense accounts (should have actually been \$26,000 in the expense account budget); otherwise, this is the way it is supposed to be done (as I understand it).

DATCP REPORT

March 2016

Soil and Water Resource Management Grants

- The 2017 DATCP/DNR Nonpoint Source Grant Application is available for counties and other project cooperators on the SWRM grants [website](#)¹. Submit applications electronically to datcpswrms@wisconsin.gov by **Friday, April 15, 2016**.
- Counties must submit annual work plans with their grant applications by the **April 15th** deadline. Counties have web access to the [new work plan requirements](#)², including the new [template](#)³. Contact Lisa Trumble, Lisa.Trumble@wi.gov to seek help or ask questions.
- The 2015 annual activities report survey was distributed on February 15th, with responses due to DATCP before **April 15, 2016**. The shortened survey should be completed using the unique link emailed to counties. Contact Lisa.Trumble@wi.gov with questions.

Other Grant Opportunities

- **Nutrient Management Farmer Education** grant applications for 2017 are now available on the NMFE [website](#)⁴. Due by **April 15th**, these applications offer increased funding: a \$20,000 maximum for Tier 1 awards, a \$2,500 maximum for Tier 2 awards. Grant applicants and questions should be directed to Rachel Rushmann at rachel.rushmann@wi.gov
- **Producer Led Watershed Protection Grants**
 - Counties may work with farmers to submit applications between **February 29 and April 1**. Application materials are available [online](#)⁵ and must be emailed to rachel.rushmann@wi.gov. This new grant program is managed under an emergency rule ATCP 52 which is scheduled for a [public hearing](#)⁶ on **Wednesday, March 29** from 1 to 4 pm at DATCP in Madison.
 - DATCP will host a second webinar on **Wednesday, March 16th** to go through important items in the Request for Proposals and thoroughly discuss what applicants need to include in their proposals and budgets. View the previous recorded webinar [here](#)⁷.

Nutrient Management

- DATCP staff have scheduled a number of advanced SnapPlus trainings throughout the state in the coming months. These “Beyond the Basics” trainings will include tips and tricks for using the latest version of SnapPlus and instruction on how to review a nutrient management plan. Dates are **March 1st** (Fond du Lac), **March 7th** (Eau Claire), and **March 10th** (Madison). To register or for details, contact Stephanie.Schneider@wi.gov.

Farmland Preservation

- DATCP recently certified the Dunn County farmland preservation plan, the Pepin County farmland preservation plan, and an ordinance for the Town of River Falls (Pierce County).
- DATCP is accepting 2016 petitions for designation of new or expanded AEA through **April 29**,

¹ http://datcp.wi.gov/Environment/Land_and_Water_Conservation/SWRM_Grant_Program_Working_Manual/index.aspx

² <http://datcp.wi.gov/uploads/Environment/pdf/WorkPlanChangeMemoWithExample.pdf>

³ <http://datcp.wi.gov/uploads/Environment/doc/WorkPlanTemplate.doc>

⁴ http://datcp.wi.gov/Farms/Nutrient_Management/index.aspx?ID=249

⁵ http://datcp.wi.gov/Environment/Land_and_Water_Conservation/index.aspx?Id=237

⁶ http://datcp.wi.gov/Public_Notices/Meeting_Notices/index.aspx

⁷ <https://datcp-wi.adobeconnect.com/p3iyacgmc8/>

2016. Petition materials, including instructions and forms, are available online [here](#)⁸. To view a recent webinar about the petition process, click [here](#)⁹. Contact: Coreen.Fallat@wisconsin.gov

- DATCP has released an [FAQ](#)¹⁰ that addresses FPP compliance issues including (1) issuing Certificates of Compliance as soon as possible to landowners who are in compliance with the 2002 agricultural performance standards, (2) including a unique COC number on all newly and previously issued Certificates of Compliance, and (3) informing landowners to use the COC number on Schedule FC-A if they claim the farmland preservation tax credit for tax year 2016.
- DATCP prepared a short training video to provide guidance for landowners and tax preparers when claiming the farmland preservation tax credit. View the 5 minute video [here](#)¹¹.

ATCP 50

- [A scope statement for ATCP 50](#)¹² Soil and Water Resource Management is scheduled to go before the ATCP Board at its March 22nd meeting. The rule is primarily being opened to incorporate the new [NRCS 590 standard](#)¹³ adopted in December 2015.

Livestock Facility Siting

- DATCP will also present [a scope statement](#)¹² starting rule making for ATCP 51 at the March 22nd ATCP Board meeting. The new rule will incorporate the NRCS 590 standard and may consider the [final recommendations](#)¹⁴ of the Livestock Facility Siting Technical Review Committee.
- The Livestock Facility Siting Review Board will meet in Madison on **April 1, 2016**. Materials will be available on this [website](#).¹⁵

Conservation Reserve Enhancement Program

- DATCP continues to offer CREP training for counties that covers CREP basics, county CREP responsibilities, and available tools. Trainings can be held locally and are a good opportunity for all partner agencies (LCD, FSC, NRCS, and DATCP) to convene and review CREP in their area. Contact Brian.Loeffelholz@wisconsin.gov if you are interested in arranging a training or have any other CREP-related questions.

Other

- DATCP will be providing special assistance to counties to incorporate new work plan requirements if they will appear in 2016 before the LWCB for a LWRM plan revision or a five year review.
- SITCOM distributes a newsletter that combines upcoming conservation training opportunities into one bulletin. To sign up to receive the newsletters, contact Christina at: Christina@wisconsinlandwater.org.
- DATCP Agricultural Impact Statement (AIS) staff are working on four WE Energies/Wisconsin Gas natural gas pipeline projects located in Barron, Dunn, Jackson, Trempealeau, and Walworth Counties, and are collaborating with the PSC and DNR regarding the oversight of construction activities on two 345 kilovolt electric transmission lines known as Badger Coulee and North Appleton to Morgan.

⁸ http://datcp.wi.gov/Environment/Working_Lands_Initiative/AEA/Petition_Materials/

⁹ <https://datcp-wi.adobeconnect.com/p6d1erheeco/>

¹⁰ <http://datcp.wi.gov/uploads/Environment/pdf/FPPConsCompFAQCounties.pdf>

¹¹ <https://datcp-wi.adobeconnect.com/p9gc65wxjqj/>

¹² <http://docs.legis.wisconsin.gov/code/register/2016/722A2/register>

¹³ [https://efotg.sc.egov.usda.gov/references/public/WI/590_Standard-\(2015-12\).pdf](https://efotg.sc.egov.usda.gov/references/public/WI/590_Standard-(2015-12).pdf)

¹⁴ <http://datcp.wi.gov/uploads/Environment/pdf/LivestockTechComReport2015.pdf>

¹⁵ http://datcp.wi.gov/Environment/Livestock_Siting/Siting_Review_Board/index.aspx