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MINUTES
BOARD OF DIRECTORS MEETING
Thursday, August 20, 2026
Wetland Studies & Solutions, Inc.
5300 Wellington Branch Dr #100, Gainesville, VA 20155 – 2nd Floor Training Room

In-person Attendees:

John Price, Director – Chairman
Jenny Reed, Director – Vice Chairman
Nancy Vehrs, Director – Secretary
Thomas Bolles, Director – VCE Agent
Mansimran Kahlon, Director
Jim Gehlsen, Associate Director - Treasurer
Jay Yankey, District Manager
Linda Dunn, Office Manager
Casey James, District Conservationist – NRCS
Debbie Cross, Conservation District Coordinator – DCR

Absent:

Sonnie Cuffey, Associate Director
Andrew Uglow – Associate Director
Hunter Quinones, Conservation Specialist
Alex Murphy, Urban Conservation Specialist
Josie Anderson, Water Quality & Outreach Specialist

Virtual Attendees:

Will Lintner, Associate Director
Nicole Slazinski, Urban Conservation Specialist
Veronica Tangiri, Water Quality Manager
Breanna Jones, Water Quality Specialist

Board of Directors Meeting, August 20, 2026

Chairman Price called the meeting to order at 11:04 a.m., with all Board Directors in attendance with the exception of Mr. Kahlon.

Chairman's Remarks – Mr. Price stated that the Graves Mountain training was very informative. One of the sessions focused on optimizing district finances through regulation-compliant investment opportunities. Another session focused on strategies to optimize fiscal audit preparation.

Potomac Watershed Roundtable – Ms. Vehrs stated that she has no updates at this time. The next meeting is scheduled on Friday, October 9, 2026. It will be hosted in-person by the John Marshall Soil and Water Conservation District. As previously mentioned, Elizabeth Ward was nominated for the Potomac Watershed Roundtable Environmental Representative.

Minutes of the June 18, 2026, Meeting – Director Vehrs moved to approve the minutes. Director Reed seconded the motion. The motion passed by a 4/0/0 vote - Mr. Kahlon not yet having arrived.

Treasurer's Report for July 2026 Financials -

Mr. Kahlon arrived at 11:17 a.m. and was present for the remainder of the votes.

Discussion: Mr. Gehlsen recommended transferring \$320,000 from the operating account to the cash reserves account. He also suggested researching alternative high-yield accounts that offer transfers between them.

Ms. Cross recommended that the District Manager review the current cash reserves plan to determine the amount of funds that will be transferred in FY 27 before an amount can be confirmed.

Director Bolles moved to approve the financials. Director Vehrs seconded the motion. The motion passed by a 5/0/0 vote.

Manager's Time – Jay Yankey

Mr. Yankey stated that Ms. Tangiri attended the 2026 annual Environment Virginia Symposium between March 24-26, 2026, at the Virginia Military Institute in Lexington, VA., where she accepted the 2026 Governor's Environmental Excellence Award, presented to the Prince William Soil & Water Conservation District.

Staff are working on several conservation plans. Ms. Anderson is preparing for several Meaningful Watershed Educational Experience (MWEE) programs this fall.

Upcoming Meetings/Events

August 20	Water Quality - Master Gardeners Training
August 27	PWSWCD Volunteers Appreciation Event
August 25-29	Sustainable Life Cycle Assessment Summer School
September 13	Manassas Park Latin Fest
September 19	Leopold Fall Festival
September 26	Annual Occoquan River Cleanup
September 29	Virginia Water Quality Monitoring Conference
October 3	Occoquan River Cleanup by FOTO

Board of Directors Meeting, August 20, 2026

Meetings/Events Attended

See attached July staff reports.

Casey James, NRCS District Conservationist (*written report submitted*)

Programs update: Application deadline for FY27 will quickly be approaching. The best way to ensure consideration for FY27 is to submit applications by October 1, 2026. Once official application deadline is released, she will let everyone know.

As we start looking to FY27, Ms. James gave a quick overview of the programs:

- EQIP- Environmental Quality Incentive Program: This program focuses high priority on water quality resource concerns. This option is best for folks that have never participated and have numerous resource concerns to address.
- CSP – Conservation Stewardship Program: focus on soils resource concerns. This program focuses high priority on soils resource concerns. This option is best for folks that have addressed their water quality concerns and are looking to take the operation to the next level. This fits well for agronomic operation and grazing operations that are looking to intensify the rotations.

****Within the EQIP and CSP program are several specific fund pools including the new Regenerative Pilot Program.**

Warrenton field office workload:

Late pre-approvals are still rolling out. Staff has completed all initial pre-approvals and just received two new EQIP pre-approvals.

See attached for Ms. James's complete report.

Virginia Cooperative Extension Office – Thomas Bolles, Associate Extension Agent

Mr. Bolles reported the following:

Classes offered in the past 30 days

7/6, Summer Reading Program: Bull Run
7/11, SATURDAY IN THE GARDEN (Horticulture Therapy)
7/12, Bull Run Plant Swap
7/15, Gardening Basics: Native & Invasive Plants
7/16, Summer Reading: Independent Hill
7/18, Summer Reading: Manassas Park
7/21, Healthy Hints – Gardening and Nutrition
7/25, Summer Reading Manassas City

Classes offered in the coming 30 days

8/1 SATURDAY IN THE GARDEN (Turf & Cover Crops)
8/4 4H Fair Camp- Summer Reading
8/5 4H Fair Camp – Caterpillars and Butterflies

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8/4 The Secret to Successful Houseplants

8/10 Summer Reading-Potomac

8/13 Advanced Topics in Soil Health for Goochland and Powhatan Master Gardeners

8/15 Soil Health Inservice for Master Gardeners from PW, Fairfax, Fauquier, Stafford and Loudoun counties

8/19 Gardening Basics: Soil & Turf (Best Lawns)

8/20 Gardening As We Age- Seniors w/o walls

8/22 Bird & Bug Day

Completed Site Visits

07/08 Westridge

07/08 Bristoe Battlefield

07/15 Regency at Dominion Valley

07/15 Robert Nelson/Valor Herb Farm

07/16 Helton Perea

Planned Site Visits

8/19 Unity Reed HS Garden Project

8/27 Perez (erosion)

TBD Cobbett Site Visit

TBD Conley/Trifecta Farms

See attached for Mr. Bolles's complete report

Mr. Bolles left the meeting at 11:55 a.m.

Debbie Cross, Conservation District Coordinator – DCR (written report submitted)

Ms. Cross stated that districts should have received their FY 27 first quarter funding. The next disbursements are scheduled on August 28, 2026, for cost share and technical assistance funding.

Board and committee meeting agendas need to be posted on the districts' official government websites three business days prior to meeting dates. Meeting minutes need to be posted to websites within seven days of final approval.

The FOIA Council announced two opportunities for elected officials to receive FOIA Training this fall. Please register to attend one of these two sessions if Board Directors need to take or retake FOIA. Tuesday, **October 20, 2026, 1:00 p.m.** OR Thursday, **November 12, 2026, 10:00 a.m.** [Register Now!](https://event.webinarjam.com/r416v/register/oxo64aw0)
<https://event.webinarjam.com/r416v/register/oxo64aw0>

See attached for Ms. Cross's complete report.

VA Dept. of Forestry – TBD

Board of Directors Meeting, August 20, 2026

Associate Directors –

Sonnie Cuffey – Mr. Cuffey unable to attend.

Jim Gehlsen – Mr. Gehlsen stated he had no further updates.

Will Lintner – Mr. Lintner stated that Virginia Governor, Abigail Spanberger, appointed Josephus Allmond as the Commonwealth's Chief Energy Officer. He also stated that she signed several laws, including legalizing plug-in "balcony solar" systems, allowing residents and renters to plug small solar panels directly into standard wall outlets without utility approval or permits.

Andrew Uglow – Mr. Uglow unable to attend.

Operations

Mr. Bolles left the meeting at 11:55 a.m. and was not in attendance for the remainder of the votes.

Ratify the signing of the DCR grant agreements by the board chairman, acting under delegated authority – Director Vehrs moved to ratify the signings by the board chair. Director Kahlon seconded the motion. The motion passed by a 4/0/0 vote, Director Bolles having left the meeting.

Other Business

Review / Discussion Items:

Review DCR FY 26 Assessment Report:

Ms. Cross stated that the district met all of its deliverables for the FY 26 Administrative & Operational Support Grant Agreement. Ms. Cross reviewed the FY 26 Cost Share & Technical Assistance Grant Agreement to include the grading process.

Review the District's FY 26 Annual Report:

The review of the FY 26 Annual Report was tabled until the September 17, 2026, meeting.

Discuss Area II Legislative Items and Policy Book Recommendations: Prince William did not initiate any proposals but supported the ones submitted by the other districts.

Discuss Board & Committee Meeting Dates in Calendar Year 2027:

This topic was tabled until the December 17, 2026, board meeting.

The board discussed attendance at the Annual Meeting scheduled 12/6/26 – 12/8/26.

Conservation

Approve Recommendations from the TRC meeting on August 13, 2026 – Director Vehrs moved to approve the recommendations from the TRC committee meeting on August 13, 2026. Director Reed seconded the motion. The motion passed by a 4/0/0 vote, Director Bolles having left the meeting.

Board of Directors Meeting, August 20, 2026

Approve the Five Conservation Plans included in the August 13, 2026, TRC Report – Director Reed moved to approve the five conservation plans included in the August 13, 2026, TRC report. Director Vehrs seconded the motion. The motion passed by a 4/0/0 vote, Director Bolles having left the meeting.

1 Conservation Plans to be Approved

CP-35-26-0031 Red Cedars Farm

GPIN 7395-09-6568

Participant: Schmidgall, Robb

9260 Chaconas Ct, Nokesville, VA, VA 20181

Plan Writer: Jay.Yankey

PL34: Rocky Branch-Broad Run

Pasture : 9.4 acres

Total Acres in Production: 9.4

CP-35-27-0003 Bluegrass Farms

7593-59-1074

Participant: Bluegrass Farm

11966 Bluegrass Court, Nokesville, VA 20181

Plan Writer: Hunter.QuinonesPW

PL33: Kettle Run

Pasture : 8.3 acres

Total Acres in Production: 8.3

CP-35-27-0004 Valor Herb Farm

7201-23-8893

Participant: Nelson, Robert

2385 Mountain Road, Haymarket, VA 20169

Plan Writer: Hunter.QuinonesPW

PL42: Upper Bull Run

Cropland/Specialty Crops : 0.1 acres

Total Acres in Production: 0.1

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CP-35-27-0005 Mountain Crest Farm

7201-60-0975, 7201-60-5895

Participant: Ardito, Nicole

15320 Mountain Crest Court, Haymarket, VA 20169

Plan Writer: Hunter.QuinonesPW

PL42: Upper Bull Run

Pasture : 9.3 acres

Total Acres in Production: 9.3

CP-35-27-0007 Kettle Wind Savage

7594-53-2960

Participant: Kettle Wind Farm, LLC

11215 Aden Rd, Nokesville, VA 20181

Plan Writer: Alex.Murphy

PL33: Kettle Run

Cropland/Specialty Crops : 136.5 acres

Total Acres in Production: 136.5

Total # of Plans to be Approved: 5

Total # of Acres in Production: 163.6

Board of Directors Meeting, August 20, 2026

Approve the Three VACS Practices included in the August 13, 2026, TRC Report – Director Reed moved to approve the three VACS practices included in the August 13, 2026, TRC report. Director Kahlon seconded the motion. The motion passed by a 4/0/0 vote.

2 VACS Practices to be Approved

Contract #: **35-27-0001** BMP ID: **762373**

SL-6W

Participant: **Wease, David**

15008 Deepwood Rd , Nokesville 20181

Assigned Staff: Jay Yankey

PL40

Extent Amount: 220 Lin. Feet

Estimated Cost: \$67,832.96

Estimated Cost-Share: \$68,912.96

Contract #: **35-27-0002** BMP ID: **762375**

SL-6W

Participant: **Schmidgall, Robb**

9260 Schmidgall Pl, Nokesville 20181

Assigned Staff: Jay Yankey

PL34

Extent Amount: 1056 Lin. Feet

Estimated Cost: \$23,520.55

Estimated Cost-Share: \$24,360.55

Contract #: **35-27-0002** BMP ID: **762377**

SL-7

Participant: **Schmidgall, Robb**

9260 Schmidgall Pl, Nokesville 20181

Assigned Staff: Jay Yankey

PL34

Extent Amount: 5 Acres

Estimated Cost: \$18,481.20

Estimated Cost-Share: \$14,784.96

Total Estimated Cost: \$108,058.47

Total Estimated Cost-Share: \$109,834.71

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Contract #	BMP	Participant	Project Lead	Phase of Development	Approved Design?	Last updated on:	Project Status Notes July 31, 2026
35-25-0004	SL-6W	Nichols, Paul	Jay Yankey	Construction in progress	Yes	8/3/2026	He was sent his carryover letter. I reached out the last week of July to follow up on how the progress was going but haven't yet heard back. Will continue to try to catch up with Mr. Nichols.
35-24-0017	SL-7	Evergreen Bend Farm/Heaton	Jay Yankey	Construction In Progress	Yes	8/3/2026	Project is complete. Tracy has completed the as-built and we are working on processing the payment.
35-26-0009	SL-6W, SL-7	Albert Davis	Jay Yankey	Construction in progress	Yes	8/3/2026	Construction has begun. The crossing is complete and has been seeded and mulched. They are getting ready to start the watering system.
	SL-7	Jim Viar	Jay Yankey	I&E	no	8/3/2026	I communicated with the Viars mid month and we are on track to get this signed up.
	SL-6W	Regina Williams	Jay Yankey	Cons. Plan Development/ I&E	no	8/3/2026	No change. Still waiting on the landowner to be ready. She anticipates signing up in the fall of FY27
	WQ-12	Tiffany Jackson	Jay Yankey	I&E	no	8/3/2026	Have had contact with Ms. Jackson and she wants to wait until after some summer vacations and things to meet.
	SL-6W	David Wease	Jay Yankey	I&E	no	8/3/2026	Have submitted request to Tracy for I&E review for this project.
	SL-6W/SL-7	Robb Schmidgall	Jay Yankey	I&E	no	8/3/2026	Have conducted initial site visit and am preparing a conservation plan, and I&E report and engineering request for DCR review

Approve retroactive approval of \$6,267.60 in cost-share funding for VACS Contract # 35-24-0013, instance # 586834, for Kettle Wind Farm. This action is to correct an oversight from 2024. This instance was part of a 2-instance contract, and only one instance was approved for funding. This oversight was identified in last year's cost-share file audit and needs to be corrected to be in compliance with the corrective action directive from the State Soil and Water board. Director Vehrs moved to approve the retroactive approval of \$6,267.60 for VACS Contract # 35-24-0013, Instance # 586834. Director Reed seconded the motion. The motion passed by a 4/0/0 vote.

Water Quality Programs Update – Veronica Tangiri

Ms. Tangiri was not in attendance at the time of the area updates.

Education Programs Update – Josie Anderson

Ms. Anderson was attending the Graves Mountain training.

Outreach Programs – Alex Murphy

Mr. Murphy was attending the Graves Mountain training.

VCAP Update – Nicole Slazinski

Ms. Slazinski stated that the district has been receiving numerous requests for VCAP site visits. She extended an invitation to the board members to attend two site visits scheduled for Wednesday, August 26, 2026.

Board of Directors Meeting, August 20, 2026

Mr. Murphy is working with two landowners who plan to complete contracts. Ms. Slazinski attended the first FY 27 Native Plant Symposium planning meeting. The members scheduled a tentative event date of February 20, 2027.

VACS Update – Hunter Quinones

Mr. Quinones is attending the Graves Mountain training. Mr. Yankey stated that Mr. Quinones is working on four new conservation plans and two renewal plans. He is coordinating a site visit for a potential compost facility cost-share project.

Directors' Time –

Ms. Vehrs – Ms. Vehrs stated that she attended a seminar from the Plant NOVA Natives Coalition at Merrifield Garden Center in Fair Oaks for landscape professionals earlier in the morning. Keith Tomlinson and Michael Fahey were speakers at the event. She visited two elementary schools to discuss native plants for their gardens. The schools receive funding from sustainability programs for financial assistance with their garden projects.

Ms. Vehrs stated that the Native Plant Society is conducting a botanical walk tomorrow, August 21st, at the Manassas Battlefield. She invited staff to attend.

Ms. Reed informed the board members of her father's passing.

Mr. Kahlon shared his concerns regarding the state of the country.

Mr. Bolles was not in attendance.

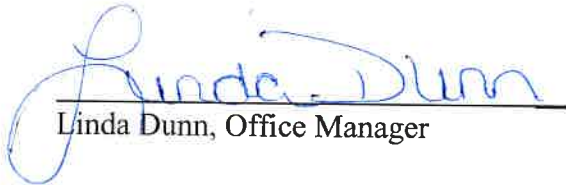
Director Vehrs moved to adjourn the meeting at 12:38 p.m. Director Kahlon seconded the motion. The motion passed by a 4/0/0 vote, Mr. Bolles having already left the meeting.

Next TRC meeting – Thursday, September 10, 2026, 1 p.m., 8033 Ashton Avenue, Manassas, VA – Conference Room D

Next Board meeting – Thursday, September 17, 2026, 11 a.m., Wetland Studies & Solutions, Inc., 5300 Wellington Branch Dr #100, Gainesville, VA 20155 – Jefferson Conference Room

Next Finance Committee meeting – Thursday, September 10, 2026, 12 p.m., 8033 Ashton Avenue, Manassas, VA – Conference Room D

Respectfully Submitted:



Linda Dunn, Office Manager

Approved:



Nancy Vehrs, Secretary