

Board of Directors

Scott J. Cameron, Chair
 Christopher E. Koerner, Vice-Chair
 Dana Barakat, Secretary
 Rhonda Bitterli, Treasurer
 Adria Bordas, Director-Extension

Wilfred D. Quasie-Woode,
 Executive Director

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Working for Clean Streams and Protected Natural Resources in Fairfax County

Meeting held in person with a virtual option via Microsoft Teams

October 28, 2025

MINUTES

Mr. Cameron called the meeting to order at 9:36 am. Those attending in person and virtually were:

NVSWCD Directors and Associate Directors

Scott Cameron, Director-Chair
 Dana Barakat, Director-Secretary
 Rhonda Bitterli, Director-Treasurer
 Chris Koerner, Director-Vice Chair
 Adria Bordas, Director-Extension*

Cooperating Agency Representatives

Linda Barfield, Fairfax County Stormwater*
 Debbie Cross, Virginia DCR

Guests

Darren Benjamin*
 Bill Lecos*

NVSWCD Staff Members

Willie Woode, Executive Director
 Eden Anderson, Urban Conservation Specialist
 Scott Baron, Urban Conservation Specialist
 Heather Colter, Urban Conservation Specialist
 Meghan Cunha, Urban Conservation Specialist
 Trish Feth, Communication and Program Specialist
 Heather Hunter-Nickels, Ag. Water Qual. & Cons. Specialist
 Don Lacquement, Conservation Engineer
 Grace Murdoch, Education Specialist
 Ashley Palmer, Communication and Education Specialist*
 Dan Schwartz, Soil Scientist
 Heather Shackley, Operations Manager
 Sophia Wood, Urban Conservation Specialist*

**Participated virtually*

A **motion** (Koerner-Barakat) to allow Ms. Bordas to participate remotely from her home due to medical reasons passed by voice vote.

Welcome and Introductions

Mr. Cameron welcomed all to the meeting and noted there was a quorum with four board members in attendance in person.

Minutes – September 23, 2025

Ms. Barakat reported that she had reviewed the minutes of the September 23, 2025 board meeting and that they had been distributed in advance of the meeting.

A **motion** (Barakat-Koerner) to approve the minutes of the September 23, 2025 board meeting passed by voice vote.

Treasurer's Report – September 2025 and First Quarter FY 2026

Ms. Bitterli reported that the Treasurer's Reports for September 2025 and First Quarter FY 2026 had been distributed in advance of the meeting. Hearing no comments, the Treasurer's Reports for September 2025 and First Quarter FY 2026 were accepted by consensus to be filed for audit.

Technical Review Committee

Ms. Bordas reported that the Technical Review Committee (TRC) met on September 16, 2025, to review two Soil and Water Quality Conservation Plans, ten Conservation Assistance Program (CAP)/Virginia Conservation Assistance Program (VCAP) applications, seven CAP/VCAP reimbursement applications, and five Flood Mitigation Assistance Program (FMAP) applications.

The VCAP applications will be forwarded to the VCAP Steering Committee. The details of these projects were included in the TRC Report in the board package.

Soil and Water Conservation Plans

- Ampeh Horse Farm
- Never Ending Farm/Kozumplik

A **motion** (Bordas-Barakat) to defer approval of the Ampeh conservation plan until further review by Mr. Woode and Ms. Hunter-Nickels passed by voice vote.

A **motion** (Bordas-Barakat) to approve the Kozumplik soil and water conservation plan as outlined above passed by voice vote.

Flood Mitigation Assistance Program

Applicant	Location	Supervisor District	Type	1. Total Cost 2. Reimbursement
Doebel	Fairfax	Providence	Downspout Extensions	1. \$2,250 2. \$1,125
Nehez	Springfield	Braddock	Downspout Addition and Extensions	1. \$2,275 2. \$1,137.50
Scavone	Falls Church	Mason	Downspout Extensions, Catch Basin, Erosion Control	1. \$3,216.24 2. \$1,608.12
Washburn	Lorton	Mount Vernon	Edging & Regrading Along Walk-way/Stairs	1. \$1,039.50 2. \$519.75
Vranas	Herndon	Hunter Mill	Downspout Extension	1. \$19.04 2. \$9.52

A **motion** (Bordas-Barakat) to approve the five FMAP application as outlined above passed by voice vote.

CAP/VCAP Applications

Applicant	Program	Location	Supervisor District	Watershed	Type	Size	1. Total Estimated Cost 2. Reimbursement
Ushe	CAP	Alexandria	Franconia	Dogue Creek	CL	465 SF	1. \$7,982.56 2. \$6,386.05
Romness	CAP	McLean	Dranesville	Pimmit Run	CL	1,611 SF	1. \$9,797.76 2. \$7,000
Weller	CAP	Falls Church	Mason	Cameron Run	CL	1,384 SF	1. \$10,000 2. \$7,000

Compton	CAP	Falls Church	Providence	Cameron Run	IR CL	750 SF 1,000 SF	1. \$8,500 2. \$3,000 1. \$8,071.43 2. \$6,457.14
Hamon	CAP	Falls Church	Providence	Cameron Run	IR CL	250 SF (+ neighbors ~200 SF) 875 SF	1. \$2,200 (+ \$3,800) 2. \$1,250 (+ \$1,000) 1. \$6,575 2. \$5,260
Sundararajan	CAP	Reston	Hunter Mill	Horsepen Creek	CL	505 SF	1. \$9,078.11 2. \$7,000
McGough	CAP	Springfield	Springfield	Pohick Creek	CL	770 SF	1. \$10,856.85 2. \$7,000
Wise	CAP	Springfield	Springfield	Pohick Creek	CL	750 SF	1. \$10,148.72 2. \$7,000
Laughlin	CAP	Alexandria	Mount Vernon	Little Hunting Creek	CL	700 SF	1. \$9,970.43 2. \$7,000
Sheffield	VCAP	Springfield	Springfield	Pohick Creek	CL	1,127 SF	1. \$16,223 2. \$7,000

A **motion** (Bordas-Koerner) to approve the ten CAP/VCAP applications as outlined above passed by voice vote.

CAP/VCAP Reimbursements

Applicant	Program	Location	Supervisor District	Watershed	Type	Size	Cost 1. Total Cost (a. estimate, if different) 2. Reimbursement
Watkins	VCAP	Springfield	Springfield	Pohick Creek	CL	3,500 SF	1. \$10,295 a. (\$10,720) 2. \$7,000
Miller	CAP	Burke	Braddock	Pohick Creek	CL	876 SF	1. \$3,277 a. (\$3,197) 2. \$2,621.60 a. (\$2,557.60)
Wilson	VCAP	Alexandria	City of Alexandria	Cameron Run	CL	1,870 SF	1. \$5,870.84 a. (\$8,190) 2. \$4,696.67 a. (\$6,552)
Rockmann	VCAP	Fairfax	Providence	Accotink Creek	RG	188 SF	1. \$13,031.38 a. (\$13,125.81) \$7,000
Rockmann	CAP	Fairfax	Providence	Accotink Creek	CL	1,365 SF	1. \$10,316.24 a. (\$13,595.06) 2. \$7,000
Poliakoff	CAP	Oakton	Sully	Difficult Run	CL	950 SF	1. \$8,900 2. \$7,000
Mayer-Splain	CAP	Springfield	Springfield	Pohick Creek	CL	550 SF	1. \$9,124.22 2. \$7,000

A **motion** (Bordas-Koerner) to approve the seven CAP/VCAP reimbursement applications as outlined above passed by voice vote.

Ms. Bordas noted that the VCAP Steering Committee is being more rigorous in its review of applications. Projects with a ranking score of 85 or more are most likely to be funded. She said a project the district sent for approval last month was waitlisted and so will be funded through the local CAP instead.

Next Meeting of the Technical Review Committee

The next meeting of the TRC will be held on Tuesday, November 18, 2025, at 10:00 am.

Legislative Report

Mr. Cameron reported that the Virginia Association of Soil and Water Conservation Districts' Board of Directors met in October to review the amendment to the state association's policy on dams reflecting NVSWCD's recommendation to support state funding for dams owned or operated by Watershed Improvement Districts (WIDs). The policy will now go before the state association for review and approval at its annual business meeting in Williamsburg on Tuesday, December 9, 2025.

Mr. Cameron also reported that the state association's proposed legislative agenda, which will go before the VASWCD for approval at the December business meeting, will advocate for \$4 million annually for environmental education, \$8 million for VCAP for the biennium, and a \$3 million increase annually for SWCD operating funds.

Mr. Cameron noted that NVSWCD traditionally sends an annual letter to the entire Fairfax County delegation to the General Assembly urging support for VASWCD priorities, emphasizing items of special interest to the district. Mr. Cameron asked Mr. Lecos to give him a Lake Barcroft Dam funding request amount and asked Mr. Woode to provide a similar amount for urban agriculture, so both could be included in the draft NVSWCD letter. Mr. Cameron will draft the letter in November to be sent at the end of December.

Finance Committee Report

Ms. Bitterli reported that the Finance Committee met on September 23, 2025, and October 21, 2025, to review NVSWCD's FY 2027 Fairfax County Budget and Contributory request. She highlighted some of the changes made to the budget this year

A **motion** (Bitterli-Barakat) to approve the FY 2027 Fairfax County Budget and Contributory Request in the amount of \$697,722, as included in the board package, and authorize its submission to Fairfax County's Department of Management and Budget, passed by voice vote.

Mr. Cameron voiced his appreciation for the work the staff put into streamlining the budget.

Mr. Koerner also commended Mr. Woode and Ms. Shackley for their work on the budget, noting it was very readable and comprehensive.

Potomac Council Grant Submission

Mr. Woode said that the Potomac Council (council)/Potomac Watershed Roundtable (roundtable) grant comes from the Virginia Department of Environmental Quality, and that the roundtable is comprised of Soil and Water Conservation Districts in the Potomac Watershed. He reminded the board that NVSWCD is the administrative district for the council and the roundtable.

A **motion** (Barakat-Koerner) to approve NVSWCD's grant application to the Virginia DEQ for the administration of the Potomac Council/Potomac Watershed Roundtable in calendar year 2026 passed by voice vote.

Approval of Revised Attachment D

Mr. Woode reported that there was a slight error in the FY 2027 Attachment D Budget Template that was approved by the NVSWCD Board of Directors in June and submitted to DCR. He updated the board on changes made.

A **motion** (Barakat-Koerner) to approve the revised version of the FY 2027 Attachment D Budget Template passed by voice vote.

Green Breakfast

Ms. Feth said the next Green Breakfast is virtual and will be held Saturday November 8, 2025. Rama Mitry and Maggie Beetstra from the Fairfax County Office of Environmental and Energy Coordination will discuss three programs: Charge Up Fairfax, the Energy Conservation Assistance Program, and the new Fairfax Energy Compass.

Tree Commission

Ms. Bitterli reported that the Tree Commission met on October 9, 2025, where they heard a presentation on the Fairfax County deer management program. She also reminded the board that the Friends of Trees Awards ceremony is Thursday, October 30, 2025, in the Government Center, and that NVSWCD Associate Director Jerry Peters will be given an award.

Other Items—Directors, Associates, Consultants

Mr. Koerner reported that he was a presenter at the Climate Action Conference hosted by Congressman Walkinshaw on October 18, 2025. He said that Fairfax County Department of Public Works and Environmental Services (DPWES) Director Chris Herrington shared his appreciation for the partnership between NVSWCD and the county.

Executive Director's Report

Mr. Woode highlighted some things from his report which had been included in the board package:

- Mr. Woode expressed gratitude to the board for approving the FY 2027 budget.
- At the Potomac Watershed Roundtable meeting on October 10, 2025, there was a discussion about changing the dates of the roundtable meetings as the current schedule coincides with districts' end of quarter reporting.
- Ms. Colter, Ms. Cunha and Ms. Fraser represented the district at the Climate Action Conference held on October 18, 2025. Mr. Woode said that NVSWCD was mentioned throughout the conference.
- Mr. Woode reported that in response to VCAP running out of funding, DPWES will allow NVSWCD to use CAP funding for projects that were wait-listed for VCAP, including a small amount for technical assistance funding.
- Mr. Woode recognized that Ms. Fraser is celebrating her fifth year with the district leading CAP/VCAP and that she has made significant contributions to this and other programs.

Staff Presentations, Reports and Announcements

- Mr. Schwartz said NVSWCD hosted a successful worm composting workshop in partnership with Pollinative, where 15,000 worms were distributed. He said the district will host another one next year.
- Ms. Murdoch reported that two of the local conservation poster contest winners won at the state level.

Cooperating Agencies

Fairfax County Department of Public Works, Stormwater Planning Division

Linda Barfield provided updates from her report.

Virginia Department of Conservation and Recreation

Ms. Cross provided updates from her report, which had been included in the board package. She highlighted upcoming FOIA training for board directors on November 12, 2025 and December 3, 2025. Ms. Cross also stated that districts need to have an updated Associate Director job description and have adopted current Associate Director guidelines. Mr. Cameron asked Mr. Woode to bring an Associate Director job description and guidelines document to the board at the November 25, 2025 meeting.

Natural Resources Conservation Service (NRCS/USDA)

Ms. James is furloughed and unable to provide a report or attend the board meeting.

Virginia Department of Forestry (DOF)

Mr. Zielinski was not in attendance.

A **motion** (Koerner-Barakat) to adjourn the meeting at 10:36 am passed by voice vote.

Respectfully submitted,

Trish Feth, Communication Specialist

Dana Barakat, Secretary

Approved Date

The next regular business meeting of the NVSWCD Board of Directors will be held on
November 25, 2025, at 9:30 am