

**ANNUAL PLAN OF WORK  
JIGGS CONSERVATION DISTRICT  
Fiscal Year Ending June 30, 2016**

The following constitutes the Jiggs Conservation District Annual Plan of Work for fiscal year 2016:

**Mission Statement**

To take available technical, financial, and educational resources, whatever their source, and focus or coordinate them so that they meet the needs of the local land user for conservation of soil, water and related resources.

**Planning and Service**

Provide for involvement of other agencies, organizations and individuals in the annual planning and implementation of district operations and programs.

- A. Identify and prioritize Resource Concerns within the District in order to coordinate with the NRCS in resource planning and program implementation.
- B. Cooperate and support the Humboldt Watershed CWMA.
- C. Continue cooperation with the NRCS on the snow survey program.
- D. Encourage the USFS to support the NRCS soil surveys.
- E. Continue a noxious weed control assistance program.
- F. Continue and increase noxious weed control efforts within the district boundaries.
- G. Continue cooperation with other groups and agencies on a rehabilitation project in the South Fork Watershed.
- H. Manage the district equipment program for benefit of cooperators in implementing conservation practices.
- I. Assist NRCS on outreach programs to ensure that all land users are aware of available assistance.
- J. Continue cooperation with all agencies on water quality problems when identified within the District.
- K. Assist Public Land agencies with fire prevention and fire rehabilitation issues.
- L. Cooperate and coordinate with the Jiggs and Ten Mile Volunteer Fire Departments on fire related issues.
- M. Monitor the biological control project of Leafy Spurge and Canadian Thistle along the Ten Mile Creek, South Fork River and the Ruby Mountains.
- N. Continue to participate as coordinating agency with the BLM, Forest Service, NRCS and other federal agencies.
- O. Cooperate with a Creeks and Communities workshop agencies are planning within the District and bring the concepts into the Plan of Work where ever possible.
- P. Collaborate with the State of Nevada Sagebrush Ecosystem Council on projects for habitat preservation and restoration.

### **Information and Education Program**

- A. Consider participants requesting to be sponsored for attendance to the annual Nevada Youth Range Camp.
- B. If requested, provide assistance to schools within the district on conservation education.

### **Management and Administration**

- A. Hold regular meetings to which all cooperating agencies and public are invited (in accordance with NRS 241.020-3(b)).
- B. Continue to contribute to the Elko County Association of Conservation Districts.
- C. Submit all reports and financial statements to the Nevada Division of CD's by their respective due dates.
- D. Provide representation at NvACD and other meetings to keep supervisors informed on activities affecting the district and provide input for decision making for locally led conservation.
- E. Continue contact with the Elko County Commission to solicit County participation in resource management concerns.

Jiggs Conservation District:

Chris Hellwinkel	Joe Cumming
Blake O'Donnell	Tom Barnes
Peter Scott	

Associate members: Simone Zaga and Eleanor O'Donnell

**PROPOSED BUDGET**  
**JIGGS CONSERVATION DISTRICT**  
**ESTIMATE OF EXPENDITURES**

For the Fiscal Year Ending June 30, 2016

<b>Expenditure</b>	<b>Amount</b>
<b>ECACD Employee Support:</b> wages, office supplies, postage	<b>1000.00</b>
<b>Education &amp; Information Expenses</b>	<b>400.00</b>
<b>Equipment Purchase</b>	<b>0.00</b>
<b>Equipment Expenses:</b> maintenance, repair, operation	<b>400.00</b>
<b>Dues:</b> NvACD	<b>600.00</b>
<b>Dues:</b> NACD	<b>0.00</b>
<b>Mileage</b>	<b>0.00</b>
<b>Investments (specify)</b>	<b>0.00</b>
<b>Bond and Insurance Expenses</b>	<b>0.00</b>
<b>Project Costs:</b>	<b>0.00</b>
<b>Grant #1</b> – Elko County Weed Cooperative Agreement	<b>5000.00</b>
<b>Grant #2</b>	
<b>Grant #3</b>	
<b>Other expenses:</b> Herbicides and labor for on-farm weed treatment	<b>900.00</b>
Rolling Stock Permit	<b>200.00</b>
<b>TOTAL EXPENSES</b>	<b>8500.00</b>

**PROPOSED BUDGET**  
**JIGGS CONSERVATION DISTRICT**  
**ESTIMATE OF RECEIPTS**

For the Fiscal Year Ending June 30, 2016

<b>Receipt Source</b>	<b>Amount</b>
<b>State Funds</b>	<b>3500.00</b>
<b>County Funds – Elko County Weed Cooperative Agreement</b>	<b>5000.00</b>
<b>City Funds</b>	<b>0.00</b>
<b>Other Government Funds (specify)</b>	<b>0.00</b>
<b>Administrative Income (specify)</b>	<b>0.00</b>
<b>Interest – CD, Savings and Checking</b>	<b>0.00</b>
<b>Grants for projects (specify)</b>	<b>0.00</b>
<b>Rental Income: Equipment</b>	<b>0.00</b>
<b>Contributions</b>	<b>0.00</b>
<b>Building/Property Rental Fees</b>	<b>0.00</b>
<b>Other Sources of Income</b>	<b>0.00</b>
<b>TOTAL INCOME</b>	<b>8500.00</b>

**JIGGS CONSERVATION DISTRICT  
ANNUAL REPORT  
2016 FISCAL YEAR**

The Jiggs Conservation District submits the following as their Annual Report for the period of July 1, 2015 through June 30, 2016:

**PLANNING FOR SERVICE**

The District continued its efforts to provide adequate technical assistance to meet cooperators' needs. Agency personnel were regularly invited to District meetings in order to enlist assistance from all agencies relevant to District operations.

- A. Identify and prioritize Resource Concerns within the District in order to coordinate with the NRCS in resource planning and program implementation.
- B. Continued support for the NRCS Snow Survey program and Soil Survey program.
- C. In cooperation with the US Forest Service, and BLM the District continued a noxious weed control program.
- D. Continued and increased noxious weed control efforts throughout the Jiggs District.
- E. The District continued a cost share program for the control of noxious weeds, spot spraying noxious weeds along the county roads and throughout the District.
- F. Continued to monitor the biological control program for Leafy Spurge and Canada Thistle.
- G. Managed the district equipment program for benefit of cooperators in implementing conservation practices.
- H. Actively pursued grants for a rangeland drill.
- I. Continued support for the Elko County Association of Conservation Districts.
- J. Continued cooperation with all agencies on water quality problems when identified within the District.
- K. Assisted Public Land agencies with fire prevention and fire rehabilitation issues.
- L. Cooperated and coordinated with the Jiggs and Ten Mile Volunteer Fire Departments on fire related issues.
- M. Cooperated with, and supported, the Humboldt Watershed CWMA.

## **INFORMATION PROGRAM ACTIVITIES**

- A. There were no applications for sponsorship to the SRM/CES Range Camp this year.
- B. The Board of Supervisors continued with NRCS on making minorities, low income, and female land users aware of assistance available to them.
- C. Reviewed the Civil Rights policy and posted a notice in the Elko office.

## **MANAGEMENT AND ADMINISTRATION ACTIVITIES**

- A. Held regular meeting to which all cooperating agencies and public were invited.
- B. Continued to contribute to the Elko County Association of Conservation Districts.
- C. Provided representation at NvACD and other meetings to keep supervisors informed on activities affecting the district and provide input for decision making for locally led conservation.
- D. The District's Annual Budget was submitted by the due date.
- E. The District's Annual Plan of Work was submitted by the due date.
- F. Meeting minutes were provided to the NRCS and the Nevada Division of Conservation Districts.
- G. Required financial statements were submitted to the Nevada State Conservation Commission in relation to the state funding received.

Chris Hellwinkel  
Chairman

*This report was approved at a Jiggs Conservation District meeting held August 16, 2016.*

# Jiggs Conservation District Financial Report FY 2016

## Summary of Receipts

Fiscal Year Ending June 30, 2016

<b>Receipt Source</b>	<b>Amount</b>
Federal Appropriation	
State of Nevada Grant Appropriation	\$ 4,105.82
Elko County Appropriation	\$ 5,000.00
State Additional Funding	
Grant Project	
Grant Match	
Equipment Rental	
Weed Cost share reimbursements	
Interest Receipts at Bank (2015)	\$ 12.91
Interest Receipts at Bank (2016)	\$ 12.74
Rebate from IFA	
<b>TOTAL RECEIPTS</b>	<b>\$ 9,131.47</b>

# Summary of Expenditures

For the year ending June 30, 2016

## Jiggs Conservation District

<b>Expenditure</b>	<b>Amount</b>
Travel (per diem - mileage)	
Registration - meetings	
Project : Noxious Weed Management	
Noxious weeds- Cost share reimbursement FY 2016	\$ 350.00
<b>FY 2015 cost share</b> claimed on last year's report - cleared this year	<b>\$ 350.00</b>
Noxious Weed Spraying	\$ 4,097.19
<b>FY 2015 spraying bill</b> - cleared FY 2016	<b>\$ 480.00</b>
Education	
Office Supplies/Postage: chairs	\$ 158.89
Checks	\$ 23.27
Equipment purchase: Rangeland Drill - shared with Lamoille CD	\$ 9,000.00
Equipment expenses (maintenance, repair, operations)	
Donations:	
Demonstrations	
NDEP - Rolling Stock Permit FY 2017	\$ 200.00
<b>Rolling Stock Permit FY 2016</b> (paid last year, cleared this year)	<b>\$ 200.00</b>
Dues (NvACD)	\$ 600.00
Dues (NACD)	
Dues (ECACD) clerical fund	\$ 1,000.00
Bank Fees -	
<b>TOTAL Expenditures</b>	<b>\$ 16,459.35</b>

**Financial Summary**  
Fiscal year ending June 30, 2016

**Jiggs Conservation District**

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**1. BEGINNING OF THE YEAR FUND BALANCE:**

a. List of all Bank Accounts:	
Equipment Account	\$ 17,068.39
Checking Account	\$ 21,044.24
Certificate of Deposit	
b. Cash on Hand	
<b>c. Total Fund Balance</b>	<b>\$ 38,112.63</b>
d. Accounts receivable	
e. Accounts payable	
<b>f. Total Funds Available</b>	<b>\$ 38,112.63</b>

**2. END OF THE YEAR FUND BALANCE**

a. List of all Bank Accounts:	
Equipment Account	\$ 17,094.04
Checking Account	\$ 13,690.71
Certificate of Deposit	
b. Cash on Hand	
<b>c. Total Fund Balance</b>	<b>\$ 30,784.75</b>
d. Accounts receivable	
e. Accounts payable (Checks have not cleared)	
<b>f. Total Funds Available</b>	<b>\$ 30,784.75</b>

**3. SUMMARY**

a. Beginning-of-year fund balance	\$ 38,112.63
b. Plus Total Receipts (from receipt summary - sheet 1)	\$ 9,131.47
c. Minus Total Expenditure (from expense summary)	<u>\$ 16,459.35</u>
d. Must Equal End of the Year Fund Balance (2 c)	<u>\$ 30,784.75</u>

**USE OF STATE APPROPRIATED MONEY**

**Jiggs Conservation District**

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**Fiscal Year 2015**

Amount of State Appropriated Money:	\$ 4,105.82
Match: Elko County	<u>\$ 5,000.00</u>
Total received	\$ 9,105.82
Total Money Spent:	\$ 16,459.35
claimed on FY 2015 report, but cleared the account FY 2016	\$ (1,030.00)
<b>Money Spent for Fiscal Year 2016 expenses</b>	<b>\$ 15,429.35</b>

*This report was approved at the Jiggs CD Meeting held August 16, 2016.*