

**ANNUAL PLAN OF WORK
NORTHEAST ELKO CONSERVATION DISTRICT
Fiscal Year July 1, 2016 – June 30, 2017**

The following constitutes the Northeast Elko Conservation District Annual Plan of Work for the fiscal year ending on June 30, 2017.

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. Continue cooperation with the NRCS on the snow survey program.
- C. Provide support for the current Farm Bill Programs.
- D. Continue cooperation with all agencies on water quality problems when identified within the District.
- E. Provide technical assistance and support, to land users in planning, implementation, and maintenance of conservation practices.
- F. Assist NRCS on outreach programs to insure that all landusers are aware of available assistance.
- G. Participate with, act as fiduciary agent, and support the SANE Group.
- H. Support the collaboration, planning and implementation of plans for the Shoesole plan involving the Cottonwood, Boies and Home Ranches under the Resource Collaborative Planning Program.
- I. Collaborate on projects pertaining to Sage-Grouse Habitat Management with the State of Nevada Sagebrush Ecosystem Council and other cooperating agencies and groups.
- J. Support the development of a Rural Fire District.
- K. The CD will be a sponsor of the Conservation Credit System program.

Noxious Weed Control Program

- Dominant species: short white top, Canada thistle and leafy spurge.
- Continue treatments along Elko County Roads.
- Implement GPS mapping of Weed infestations within the District to identify problem areas.
- The District maintains two GPS units to assist in accurate mapping.
- Continue providing non-restricted chemical and equipment for cooperators on Noxious Weed control efforts.
- Support the Elko County Cooperative Weed Management Area and support the Weed Summit.
- Utilize bio-control in weed treatment.
- Move forward on entering into an Assistance Agreement with BLM for cooperative weed management.

Equipment Program

- Manage the district equipment program for benefit of cooperators in all areas of the District in implementing conservation practices.
- Continue equipment maintenance agreement with Wells High School shop and FFA.

Information and Education Program

- A. Sponsor participants to the annual Range Camp, if funding is available.
- B. Provide assistance to schools within the District on conservation education when requested.
- C. Provide scholarships to students who plan higher education in agriculture/ resource management or related fields, if funding is available.
- D. Cooperate with the developing Great Basin College Agriculture Department for educational programs and sites for the programs.

Management and Administration

- A. Pay dues to NvACD and NACD.
- B. Hold regular meetings to which all cooperating agencies are invited.
- C. Contribute to the Elko County Association of Conservation Districts.
- D. Submit all reports and financial statements to the Nevada Division of CD's by the due date.
- E. Review Memorandums of Agreements with cooperating agencies each year.
- F. Provide representation at NvACD and other meetings to keep supervisors informed on activities affecting the district.
- G. Continue contact with the Elko County Commission to solicit County participation in resource management concerns.
- H. Revise Long Range Plan and update to reflect current issues and concerns.

NE Elko Conservation District:

Agee Smith - Chairman
Steve Boies - Vice-Chariman
Wyatt Mesna - Treasurer
Robin Boies
Ruby Uhart

This Plan of Work was approved at the Northeast Elko Conservation District meeting held (date).

PROPOSED BUDGET
NORTHEAST ELKO CONSERVATION DISTRICT
ESTIMATE OF EXPENDITURES

For the Fiscal Year Ending June 30, 2017

Expenditure	Amount
Employee Support: wages, office supplies, postage	1,000.00
Education & Information Expenses	0.00
Donations	0.00
Equipment Purchase	1,500.00
Equipment Expenses: maintenance, repair, operation	350.00
Dues: NvACD	600.00
Dues: NACD	350.00
Investments (specify)	0.00
Bond and Insurance Expenses	0.00
Project Costs:	0.00
Grant #1 – Elko County Weed Cooperative Agreement	5,000.00
Grant #2	
Grant #3	
Other expenses: Biocontrol	500.00
TOTAL EXPENSES	9,300.00

PROPOSED BUDGET
NORTHEAST ELKO CONSERVATION DISTRICT
ESTIMATE OF RECEIPTS

For the Fiscal Year Ending June 30, 2017

Receipt Source	Amount
State Funds	4,000.00
County Funds – Elko County Weed Cooperative Agreement	5,000.00
City Funds	0.00
Other Government Funds (specify)	0.00
Administrative Income - from SANE	4,500.00
Interest – CD, Savings and Checking	0.00
Grants for projects (specify)	0.00
Rental Income: Equipment	0.00
Contributions	0.00
Building/Property Rental Fees	0.00
Other Sources of Income	
TOTAL INCOME	13,500.00

This Proposed Budget was approved at the Northeast Elko Conservation District meeting held (date)..

**NORTHEAST ELKO CONSERVATION DISTRICT
ANNUAL REPORT
Fiscal Year 2017**

The following constitutes the Annual Report for the period of July 1, 2016 through June 30, 2017.

PLANNING FOR SERVICE

- A. Support continued for the current Farm Bill.
- B. Continued a program for cooperators to purchase general use pesticides through a CD account at a local business.
- C. Cooperated with the NRCS to provide information on assistance available to minorities, and female land users with the District. Reviewed the Civil Rights policy and posted a notice in the Elko office along with a copy in the CD's meeting folder.
- D. Reviewed the District's equipment program to benefit the small landowners within the District.
- E. No activity occurred on the proposed Snotel sites at Round Top and Knoll Mountains.

INFORMATION PROGRAM ACTIVITIES

- A. Encouraged participation in the NACD Poster contest.
- B. The District continued support of the SANE group and help coordinate meeting times and places as well as included input and support of the SANE sage brush ecosystem plan.
- C. Active participation in the state's Conservation Credit Program.

MANAGEMENT & ADMINISTRATION ACTIVITIES

- A. Paid the National Association of Conservation Districts dues.
- B. The Nevada Association of Conservation Districts dues were paid.
- C. Meeting notices were posted in accordance with the state open meeting law.
- D. The District's Proposed Budget was submitted by the due date.
- E. The District's Plan of Work was submitted by the due date.
- F. Meeting Minutes were provided to the NRCS and Nevada Division of Conservation Districts.
- G. Agee Smith represented the District at meetings of the Elko County Association of Conservation Districts as well as the Nevada Association of Conservation Districts.
- H. The District was awarded a Capacity Grant on behalf of SANE from Intermountain West Joint Venture. Funds are to be used as a salary for an executive director.

Agee Smith, Northeast Elko CD Chairman

This report was approved at the Northeast Elko Conservation District meeting held August 31, 2017.

Northeast Elko Conservation District
Financial Report fiscal year 2017

July 1, 2016 - June 30, 2017

Summary of Receipts

Receipt Source	Amount
Federal Appropriation	
State of Nevada Grant Appropriation	\$ 4,000.00
Elko County Appropriation	\$ 5,000.00
State Additional Funding	\$ 211.50
Public Lands Council (SANE)	
TOTAL RECEIPTS	\$ 9,211.50

Northeast Elko Conservation District
Summary of Expenditures
 For the fiscal year ending June 30, 2017

Expenditure	Amount
Travel (per diem - mileage)	\$ -
Registration - meetings	\$ -
 Project : Noxious Weed Management	
Noxious Weed Spraying - County Roadways	\$ 5,000.00
Herbicide Purchase	
 Office Supplies/Postage	\$ -
Equipment purchase:	\$ -
Equipment expenses- trailer registration	\$ 153.00
Donations:	\$ -
Range camp sponsorship - 2 participants June 2016	\$ 400.00
 Dues Nevada Association of CD's	\$ 600.00
Dues National Association CD's (2016 and 2017)	\$ 700.00
Dues (Elko County Association of CD's) clerical fund	\$ 1,000.00
Other Dues	
 Bank Fees	\$ 8.65
 Transfer to SANE Funds- were held in reserve in the CD account used to pay for Sustainable Northwest consulting.	\$ 3,000.00
 TOTAL Expenditures	\$ 10,861.65

Northeast Elko Conservation District

Financial Summary

For the fiscal year ending June 30, 2017

1. BEGINNING OF THE YEAR FUND BALANCE:

a. List of all Bank Accounts:	
Checking Account	\$ 19,013.88
Savings	
b. Cash on Hand	
c. Total Fund Balance	\$ 19,013.88
d. Accounts receivable	
e. Accounts payable	
f. Total Funds Available	\$ 19,013.88

2. END OF THE YEAR FUND BALANCE

a. List of all Bank Accounts:	
Checking Account	\$ 17,363.73
Savings	
b. Cash on Hand	
c. Total Fund Balance	\$ 17,363.73
d. Accounts receivable	
e. Accounts payable	
f. Total Funds Available	\$ 17,363.73

3. SUMMARY

a. Beginning-of-year fund balance	\$ 19,013.88
b. Plus Total Receipts (from receipt summary - sheet 1)	\$ 9,211.50
c. Minus Total Expenditure (from expense summary)	\$ 10,861.65
d. Must Equal End of the Year Fund Balance (2 c)	\$ 17,363.73

Northeast Elko Conservation District
USE OF STATE APPROPRIATED MONEY
Fiscal Year 2017

Amount of State Appropriated Money:	\$ 4,000.00
Additional State funding	\$ 211.50
Match: Elko County	<u>\$ 5,000.00</u>
 Total received	 \$ 9,211.50
 Money Spent	 \$ 10,861.65

Sustainable Alliance of Northeast Elko (SANE)
Account Summary
 For the Fiscal Year Ending June 30, 2017

Summary of Receipts

Transfer of SANE funds held in CD account	\$ 3,000.00
Landowner AUM assesment	\$ 30,922.25
BLM facilitation training donation	\$ 2,000.00
Volunteer Fire Dept. callout	\$ 170.00
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Total Receipts	\$ 36,092.25

Summary of Expenditures

SANE meeting meals	\$ 185.00
Sustainable Northwest consultation	\$ 2,504.77
Bank Fees	\$ 4.03
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Total Expenditures	\$ 2,693.80

Account Beginning Balance July 1, 2016

Checking Account	\$ 12,702.30
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Ending Balance June 30, 2017

Checking Account	\$ 46,100.75
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Account Summary

Beginning Balance	\$ 12,702.30
Plus Total Receipts	\$ 36,092.25
Minus Total Expenditures	\$ 2,693.80
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Equals year-end balance	\$ 46,100.75

This report was approved at the Northeast Elko CD meeting held August 31, 2017.