

***ANNUAL WORK PLAN
FY 2015***

***WHITE PINE CONSERVATION
DISTRICT***

**WHITE PINE CONSERVATION DISTRICT
ANNUAL WORK PLAN**

I. INFORMATION AND EDUCATION	<u>WHO</u>	<u>WHEN</u>
1. Select representative(s) for the annual Range Camp, working with Cooperative Extension.	Board Secretary	May
2. Provide judging support for the Crops and Gardens Division at the White Pine County Fair.	Board	August
3. Set up a tour of an outstanding cooperators' operations or other natural resource features.	Board	Annually
4. Provide information to the newspaper and Radio Station concerning conservation Issues and activities.	Secretary Board	As Needed
5. Attend City Council and County Commission meetings to share what assistance is available through the District.	City Rep. County Rep.	As Needed
6. Provide assistance to the Regional Planning Commission, in reviewing subdivision plans and plat maps concerning conservation issues, for growth planning in White Pine County.	Board	As Needed
7. Work with the State Snow Survey leader on local Sno-Tel operations and aerial snow survey markers for water forecasting.	Board	Annual
8. Work with the local high schools relative to scholarships for deserving students in ag/natural resource related majors to continue their education.	Board Secretary	April
9. Participate with the White River and Steptoe Valley FFA Chapters in Soil and Range Judging, and other resource related programs.	Board	September
10. Provide leadership for Soil Stewardship Week.	Board	April
 II. STRENGTHEN DISTRICT PROGRAMS		
1. Organize the annual meeting and present the award for the Cooperator of the Year.	Board	As Scheduled
2. Tour & meet with neighboring districts to keep abreast of new developments.	Board Secretary	As Needed

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|----|--|--------------------|-----------------|
| 3. | Review & update the long range program and report progress at meetings. | Board
Secretary | July |
| 4. | Select Outstanding Cooperator of the Year by working with other Agricultural Agencies. | Board | Oct.-Nov. |
| 5. | Prepare, post and mail requests for contributions, announcements of tours, agendas for meetings, and district minutes. | Secretary | As
Needed |
| 6. | Have information prepared stating the goals and duties of the Board for new Board Members. | Secretary
Board | As
Needed |
| 7. | Utilize grant programs to help facilitate, promote and finance District Resource Programs. | Board | As
Available |
| 8. | Assist County and City Governments with land use, natural resource and wellhead protection planning. | Board | Ongoing |

III. TAKE AN ACTIVE PART IN INTERAGENCY ACTIVITIES & PLANNING

- | | | | |
|----|---|--------------------|--------------|
| 1. | Coordinate with FSA by participating in regular Program Development Committee meetings. | Board | As
Needed |
| 2. | Work with Coordinated Resource Management Planning, actively engaging in the CRM process. | Board | Ongoing |
| 3. | Help keep County & City officials apprised of noxious weed and pest infestations and control efforts in cooperation with the County Extension Office, Tri-County Weed Control and the Nevada Weed Management Association. | Board | As
Needed |
| 4. | Work with the NRCS on Minority Outreach Programs to insure that all land users are aware of available assistance. | Board
Secretary | As
Needed |
| 5. | Provide Conservation Planning assistance to NRCS | Board | Ongoing |
| 6. | Continue to assist and facilitate the HRM planning process. | Board | As
Needed |
| 7. | Provide planning assistance to members of the Eastern Nevada Landscape Coalition. | Board | As
Needed |
| 8. | Participate and support the Da Ka Doiyabe RC&D by attending program development meetings | Board | As
Needed |

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|-----|--|-------|-----------|
| 9. | Monitor activities by Southern Nevada Water Authority and help to evaluate impacts on agriculture and conservation in White Pine County. | Board | As Needed |
| 10. | Work to finalize and implement the County Ordinance for “Fugitive Dust Control” | Board | As Needed |

IV. MANAGEMENT AND ADMINISTRATION

- | | | | |
|----|--|-----------|---------------|
| 1. | Pay dues to both NVACD & NACD as funding allows. | Board | Annually |
| 2. | Meeting notices will be posted in accordance with the Nevada State Open Meeting Law. | Secretary | As Needed |
| 3. | Submit minutes & agendas for all District meetings and other functions to the Nevada Division of Conservation Districts and State NRCS Office. | Secretary | As Needed |
| 4. | Review MOU and Supplemental MOU with cooperating agencies at least once each year at a regularly scheduled Board Meeting. | Board | Yearly |
| 5. | Hold Supervisor elections in conjunction with state and federal laws and guidelines. | Board | Semi-annually |
| 6. | Provide for representation at meetings of NVACD and other related agencies and organizations to keep supervisors informed on legislation and other actions effecting the District. | Board | As Needed |
| 7. | Submit financial statements, budgets and reports as required by state directives to insure eligibility for grant funding. | Secretary | As Needed |

White Pine Conservation District
Proposed Budget FY 2015

Income/Revenue:

State funding	\$2,500.00
White Pine County	\$2,500.00
~ from reserves ~	\$300.00
total:	<u>\$5,300.00</u>

Expenses:

secretarial services	\$900.00
postage	\$50.00
secretarial supplies	\$125.00
academic scholarships	\$500.00
range camp	\$300.00
plaques & awards	\$150.00
insurance expense	\$900.00
NACD dues	\$600.00
NVACD dues	\$775.00
conservation week	\$300.00
other projects	\$250.00
annual meeting	\$450.00
total:	<u>\$5,300.00</u>

Annual Report
of the

White Pine Conservation District

July, 2014 - June, 2015

Ely, NV

Board of Supervisors During fiscal year 2014-2015

Seth Urbanowicz Chair Ely

Daren Jensen Vice chair Lead

Gracyne Bachus member Ely

Calvin Kennedy member Ely

Carol McKenzie member Lead

Wade Rosenlund member Lead

The city of Ely has appointed Kurt Carson
as of July, 2015

cooperation with other agencies:

Eastern Nevada Landscape Coalition

Tri-county Weed

Bureau of Reclamation

Nevada Division of Forestry

Nevada Division of Conservation of Natural Resources

- Sage grouse fence marking at Collis ranch & Steptoe ranch, 6 miles
- Sage grouse fence marking at Steptoe, Spring, & Black Creek valley, 5.31 miles
- ~~weather station~~ collaboration with Bureau of Reclamation to obtain weather station in White River valley
- Fence removal at Collis ranch ~~to~~ promote wildlife in the area - fences were doubled (2 feet apart) leading to wildlife mortality
- Annual dinner to promote conservation activities
- Encouraged conservation-related education in White Pine County schools by providing educational material & sponsoring a poster contest for Conservation Week
- Purchased GPS for conservation related mapping projects
- Partnered with Eastern Nevada Landscape Coalition & coordinated weed management areas to eradicate invasive weeds in Steptoe valley & White River valley

FORM 6 (Continued)

White Pine County CONSERVATION DISTRICT

SUMMARY OF EXPENDITURES

For the Fiscal Year Ending June 30, 2015

EXPENDITURE	AMOUNT
Employee Salary	600
Fringe Benefit Expense	—
Travel	—
Building Rent	—
Telephone	—
Insurance	—
Postage	
Copying Expense	33.29
Office Supplies	—
Education & Information Expenses	116.77
Equipment Purchase (specify)	
Equipment Expenses (maintenance, repair, operation)	
Dues – NvACD	
Dues – NACD	600
Dues - Other	
Mileage	
Investments (specify)	
Internet	
Bond and Insurance Expenses	
Project Costs:	
Grant #1 Sage Grouse Improvement	1 year 2741.15
Grant #2 Weed Control	2750.
Grant #3	
Other Expenses (specify)	
Scholarship	500
Conservation dinner	110.77
TOTAL EXPENSES	7445.96

Submit by September 30th to:
State Conservation Districts Program

FORM 6

Year End Financial Report

White Pine County CONSERVATION DISTRICT

SUMMARY OF RECEIPTS

For the Fiscal Year Ending June 30, 2015

RECEIPT SOURCE	AMOUNT
State Funds	6136.36
County Funds	-
City Funds	-
Other Government Funds (specify)	-
Administrative Income (specify)	-
Interest - CD, Savings and Checking	-
Grants for projects (specify)	-
Rental Income (equipment, etc.)	-
Contributions	-
Building/Property Rental Fees	-
Other Sources of Income	-
TOTAL INCOME	6136.36

Submit by September 30th to:
State Conservation Districts Program

FORM 6 (Continued)

USE OF STATE APPROPRIATED MONEY

White Pine County CONSERVATION DISTRICT

For the Fiscal Year Ending June 30, 20____

Amount of State Appropriated Money: \$ 6136.36

Carryover: 5710.46

Money Spent:

Category (specify) \$ 7445.96

Balance Remaining: \$ 4400.86

Authorized Signature: Date

Name and Title: _____

Submit by September 30th to:
State Conservation Districts Program

FORM 6 (Continued)

CONSERVATION DISTRICT

FINANCIAL SUMMARY

For the Fiscal Year Ending June 30, 20__

1. BEGINNING OF YEAR FUND BALANCE:

(Must Equal Funds Reported From End of Previous Fiscal Year)

a.	List all bank accounts:	
	Certificate of Deposit	\$ _____
	Checking Account	\$ _____
	Savings Account	\$ _____
b.	Cash on hand	\$ _____
c.	Total fund balance	\$ _____
d.	Accounts receivable grants.....	\$ _____
e.	Accounts payable	\$ _____
f.	Total funds available.....	\$ _____

2. END OF YEAR FUND BALANCE:

a.	List all bank accounts:	
	Checking Account	\$ 12966.92
	Savings Account	\$ -
b.	Cash on hand	\$ _____
c.	Total fund balance	\$ _____
d.	Accounts receivable grants.....	\$ _____
	1. Grant #1	\$ _____
	2. Grant #	\$ _____
e.	Accounts payable	\$ _____
	1. Item #1	\$ _____
	2. Item #2	\$ _____
f.	Total funds available.....	\$ _____

3. SUMMARY:

a.	Beginning of year fund balance (1.c. above)	\$ _____
b.	Plus total receipts (from Receipt Summary).....	\$ _____
c.	Less total expenditures (from Expense Summary).....	\$ _____
d.	Must equal end-of-year fund balance (2.c. above)	\$ _____

4. ASSETS: List all assets (equipment, land, buildings, etc.) and estimate their value:

a.	\$ _____
b.	\$ _____
c.	\$ _____