

ANNUAL PLAN OF WORK

RUBY VALLEY CONSERVATION DISTRICT

The following constitutes the Ruby Valley Conservation District Annual Plan of Work for the 2016 Fiscal Year (July 1, 2015 – June 30, 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. Invoke Cooperating Agency status with Federal and State agencies in order to monitor and have input into, upcoming resource management issues that will affect the District.
- C. Coordinate with agencies on addressing resource management issues.
- D. Continue cooperation with all agencies on water quality and quantity problems when identified within the District.
- E. Manage the district equipment program for benefit of cooperators in implementing conservation practices.
- F. Provide technical and chemical help for cooperators within the District on noxious weed and rodent concerns, and develop a plan of action accordingly.
- G. Provide input to the county requesting the grading of the right-of-ways cease. The grading is creating weed-beds that the District then has to spray. Promote the idea of reseeded newly graded right-of-ways.
- H. Provide Weed Identification Handbooks to all cooperators upon request.
- I. Provide technical assistance to land-users on planning and implementation of conservation practices.
- J. Assist NRCS on outreach programs to insure that all land-users are aware of available assistance.
- K. Purchase equipment to add to the Equipment program available to the Ruby Cooperators as needed.

Information and Education Program

- A. Sponsor participants to the annual Range Camp who are interested in attending.
- B. Provide assistance to schools within the District on conservation education as requested.
- C. Sponsor a Range Monitoring Workshop for cooperators and other CD supervisors in Elko County.

Management and Administration

- A. Pay dues to NvACD and NACD.
- B. Hold regular meetings to which all cooperating agencies are invited.
- C. Pay Ruby Valley CD's share to employ a Clerk to help keep the CD in good standing with the state.
- D. Submit all reports and financial statements to the Nevada Division of CD's by due date.
- E. Review Memorandums of Agreements with cooperating agencies each year.
- F. Provide representation at Elko County Association of Conservation Districts, Nevada Association of Conservation Districts and other meetings to keep supervisors informed on activities affecting the district and provide input for decision making for locally led conservation.
- G. Continue contact with the Elko County Commission to solicit County participation in resource management concerns.

Ruby Conservation District:

Austin Knudsen, Chairman

Tyler Livingstone, Vice-Chairman

Michael Irish, Treasurer

Marlow Dahl, Supervisor

****This Plan was approved on May 14, 2015, during an official Conservation District Meeting.****

PROPOSED BUDGET
RUBY VALLEY CONSERVATION DISTRICT
ESTIMATE OF EXPENDITURES

For the Fiscal Year Ending June 30, 2016

Expenditure	Amount
Employee Support: wages, office supplies, postage	1000.00
Education & Information Expenses	500.00
Equipment Purchase	0.00
Equipment Expenses: maintenance, repair, operation	500.00
Dues: NvACD	600.00
Dues: NACD	250.00
Mileage	0.00
Investments (specify)	0.00
Bond and Insurance Expenses	0.00
Project Costs:	0.00
Grant #1 – Elko County Weed Cooperative Agreement – Right-of-Way application	5000.00
Grant #2	
Grant #3	
Other expenses: Herbicides for on-farm weed treatment	150.00
TOTAL EXPENSES	8500.00

PROPOSED BUDGET
RUBY VALLEY CONSERVATION DISTRICT
ESTIMATE OF RECEIPTS

For the Fiscal Year Ending June 30, 2016

Receipt Source	Amount
State Funds	3500.00
County Funds – Elko County Weed Cooperative Agreement	5000.00
City Funds	0.00
Other Government Funds (specify)	0.00
Administrative Income (specify)	0.00
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	0.00
TOTAL INCOME	8500.00

**RUBY VALLEY CONSERVATION DISTRICT
ANNUAL REPORT
FISCAL YEAR ENDING JUNE 30, 2016**

The following details the activities of the Ruby Valley Conservation District during this past fiscal year.

PLANNING FOR SERVICE

In an effort to operate efficiently and provide coordination of effort, the District provided for involvement of other agencies and organizations on natural resource management as follows:

- A. Continued Memorandums of Agreement with Elko County and multiple agencies on noxious weed control.
- B. Continued the district weed-spraying program. Supplied chemical and expertise to cooperators within the district and continued treatment of infestations along county roads.
- C. Continued support for USDA programs that benefit management of private land resources.
- D. Managed the district equipment program for the benefit of cooperators in implementing conservation practices. Reviewed and updated the District's equipment list and rental rates.
- E. The District continued support on the 1985 Food Security Act, and the current Farm Bill.

INFORMATION AND EDUCATION ACTIVITIES

- A. The District supported NRCS efforts on a minority outreach program to insure that all land users are aware of available assistance programs. The NRCS reviewed the Civil Rights policy with the district.
- B. Continued a relationship with the Ruby Valley 4-H club. No projects were done this year.
- C. The District sponsored an annual dinner for cooperators that included education on weed management.

MANAGEMENT AND ADMINISTRATION ACTIVITIES

- A. Developed an Annual Budget and Work Plan for the 2017 FY and submitted them by the due date.
- B. Held the required number of meetings and submitted the Minutes to NRCS and the Nevada Division of Conservation Districts.
- C. Dues were paid to the Nevada Association of Conservation Districts and the Elko County Association of Conservation Districts.
- D. Meeting notices were posted in accordance with the state open meeting law.

Tyler Livingstone
Chairman

This report was approved at the Ruby Valley Conservation District Meeting held July 15, 2016.

Summary of Receipts

For the Fiscal Year Ending June 30, 2016

Ruby Valley Conservation District

Receipt Source		Amount
Federal Appropriation		
State of Nevada Grant Appropriation		\$ 4,105.82
Elko County Appropriation	Fiscal Year 2015	\$ 5,000.00
	Fiscal Year 2016	\$ 5,000.00
State Additional Funding		
Grant Project		
Grant Match		
Equipment Rental	(pending deposit)	\$ 70.00
TOTAL RECEIPTS		\$ 14,175.82
Receipts for Fiscal Year 2016		\$9,085.82

Summary of Expenditures

For the year ending June 30, 2016

Ruby Valley Conservation District

Expenditure	Amount
Travel (per diem - mileage)	
Registration - meetings	
Project : Noxious Weed Management	
Herbicide	Fiscal Year 2015 \$ 3,037.00
	Fiscal Year 2016 \$ 2,997.27
Noxious Weed Spraying Labor	
Education: Hawk Watch International	\$ 400.00
Annual dinner and meeting	\$ 600.00
Office Supplies: Checks	\$ 46.10
Equipment purchase: Pac Van storage container	\$ 2,700.00
A1 mist sprayer	\$ 3,780.00
Equipment expenses (maintenance, repair, operations)	\$ 67.90
(repair: pending)	\$ 538.12
Donations:	
Demonstrations	
Dues (NvACD)	
Dues (NACD)	
Dues (ECACD) clerical fund	\$ 1,000.00
Other Dues	
Bank Fees	\$10.00
Miscellaneous	
TOTAL Expenditures	\$ 15,176.39

Financial Summary

For the Fiscal year ending June 30, 2016

Ruby Valley Conservation District

1. BEGINNING OF THE YEAR FUND BALANCE:

a. List of all Bank Accounts:	
Equipment Account	
Checking Account	\$ 25,252.99
Certificate of Deposit	
b. Cash on Hand	
c. Total Fund Balance	\$ 25,252.99
d. Accounts receivable	
e. Accounts payable	
f. Total Funds Available	\$ 25,252.99

2. END OF THE YEAR FUND BALANCE

a. List of all Bank Accounts:	
Equipment Account	
Checking Account	\$ 24,720.54
Certificate of Deposit	
b. Cash on Hand	
c. Total Fund Balance	\$ 24,720.54
d. Accounts receivable - pending deposit	\$ 70.00
e. Accounts payable - pending repair payment	\$ 538.12
f. Total Funds Available	\$ 24,252.42

3. SUMMARY

a. Beginning-of-year fund balance	\$ 25,252.99
b. Plus Total Receipts (from receipt summary - sheet 1)	\$ 14,175.82
c. Minus Total Expenditure (from expense summary)	\$ 15,176.39
d. Must Equal End of the Year Fund Balance (2 f)	<u>\$ 24,252.42</u>

USE OF STATE APPROPRIATED MONEY

Ruby Valley Conservation District

Fiscal Year 2016

State Appropriated Money:		\$ 4,105.82
Elko County contribution: Fiscal Year 2016		\$ 5,000.00
	Total received	<u>\$ 9,105.82</u>
Money Spent:		\$ 15,176.39
(\$3037 was FY 2015 herbicide purchase)		

This report was approved at the Ruby Valley CD meeting held July 15, 2016.