

ANNUAL PLAN OF WORK  
CLOVER CONSERVATION DISTRICT  
FY 2013

The following constitutes the Clover CD Annual Plan of Work for the fiscal year 2013 (ending June 30, 2013):

**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. Participate in the implementation of a Memorandum of Agreement Update for a cooperative countywide noxious weed control program.
- C. Participate and support the Elko County Cooperative Weed Management Area.
- D. Review & update the Weed control Plan for the District.
- E. Continue cooperation with the NRCS on the snow survey program.
- F. Provide support for the current Farm Bill Programs when approved.
- G. Continue cooperation with all agencies on water quality problems when identified within the District.
- H. Review and update the district equipment program for benefit of cooperators in implementing conservation practices.
- I. Provide technical assistance to landusers on planning and implementation of conservation practices.
- J. Assist NRCS on outreach programs to insure that all landusers are aware of available assistance.
- K. Initiate a plan of action to prioritize and preserve open space, protect environmentally sensitive lands and wildlife habitat.
- L. Continue support of the Northeastern Nevada Stewardship Group.
- M. Cooperate with the Starr Valley CD on organizing a Weed Control project in the Bishop Creek Area.
- N. Coordinate with the US Forest Service on revising their Travel Management Plan.

**Information and Education Program**

- A. Sponsor participants to the annual Range Camp.
- B. Provide assistance to schools within the District on conservation education as requested.
- C. Support the Great Basin College Agriculture Department with sites to conduct educational programs.

### **Management and Administration**

- A. Pay dues to NvACD and NACD.
- B. Hold regular meetings to which all cooperating agencies are invited.
- C. Pay dues to the Elko County Association of CD's
- 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 and provide input for decision making for locally led conservation.
- G. Conduct election of supervisors in alternate years.
- H. Continue contact with the Elko County Commission to solicit County participation in resource management concerns.

#### Clover Conservation District:

Bruce Boyer	Jim Whited
Tom Pellini	Heston Johns
Steve Safford	

Maggie Safford

**BUDGET**  
**Estimate of Receipts**  
For the Fiscal Year Ending June 30, 2013

**Clover Conservation District**

<b>Receipt Source</b>		<b>Amount</b>
State of Nevada Grant Appropriation	estimated budget cut	\$2,500.00
Elko County Appropriation		\$5,000.00
Grant for Project		
Grant Match		
Reimbursement (Chemical cost share)		
Equipment Rental		\$2,000.00
Contributions from Cooperators		
Investments Receipts		
Interest Receipts at Bank		\$1,000.00
Donations from Private Entities		
Others (Tree Sales, Weed Program .....)		
<b>TOTAL RECEIPTS</b>		<b>\$10,500.00</b>

**Estimate of Expenditures**  
For the year ending June 30, 2013

## Clover Conservation District

<b>Expenditure</b>	<b>Amount</b>
Clerical Assistance (secretary/treasurer)	\$ 300.00
Workers Comp.	\$ 400.00
State Liability Ins.	\$ 900.00
Meeting Attendance (registration & expenses)	\$ 600.00
Project : Noxious Weed Management	\$ 3,200.00
Project :	
Project:	
Education -	
Annual CD meeting & BBQ attendance	\$ 425.00
Office Supplies/Postage/Plaque	
Equipment purchase	
Equipment expenses (maintenance, repair, operations)	\$ 2,000.00
Printing	
Registration	
Dues (ECACD) clerical fund	\$ 1,000.00
Dues (NvACD)	\$ 600.00
Dues (NACD)	\$ 775.00
Donations:	
Elko County CWMA - Weed Summit	\$ 100.00
NvACD - auction item	\$ 100.00
Misc.	\$ 100.00
Bank Fees	
Miscellaneous -	
<b>TOTAL Expenditures</b>	<b>\$ 10,500.00</b>



# Clover Valley

## Soil Conservation District

### **2012-2013 Annual Report**

The Clover Valley Conservation District is located in Elko County from the E. Humboldt Mountain Range to the Utah State line and from Wells to Warm Springs. The majority of the land in the district is federally controlled either by the Bureau of Land Management or the United States Forest Service. The private land within the district largely consists of cattle ranches/ranges and there also are some hay farms that are irrigated by wells. In the last 10 years more small non-agricultural residences have been established.

#### Board of Supervisors

Chairman: Bruce Boyer

Vice Chairman: Tom Pellini

Secretary: Heston Johns

Treasurer: Steve Safford

Supervisor: Jim Whited 2012

Supervisor: Jay Dalton 2013

#### District Staff

Assistant Treasurer: Maggie Safford

#### Operation and Attended Meetings

The Clover Valley District Board Members had four meetings during the year which cooperating agencies were invited to attend.

There are 20 co-operators in the Clover Valley District, located in the Clover Valley/Wells area.

Clover CD was represented at the NVACD annual meeting in Winnemucca, NV. and also most of the Northeast Association meetings during the year.

## Education

The district cooperates with the NRCS to provide information on assistance available to minorities and female land-users within the District by reviewing the Civil Rights policy and posting a notice in the Elko office along with a copy in the CD's meeting folder.

## Projects, and Services

### Noxious Weeds

We discussed and had a meeting with a weed spray company out of Reno early in the year. Because of the extreme drought (lack of weed growth) we decided not to hire them this year. CVCD also reimbursed co-operators for herbicides that they purchased for spraying weeds on their property and adjacent right-a-ways. We reimbursed \$705.00 to co-operators that took advantage of this cost share opportunity.

### Equipment Rental

The Clover Valley Conservation District offers an equipment rental program to CVCD cooperators for implementing conservation practices. The district tries to make available equipment that cooperators cannot usually afford to own.

The available equipment consists of:

- 2 disk harrows
- 1 skid-mounted weed sprayer
- 1 ATV weed sprayer
- 1 motor grader
- 1 pull-type compressor
- 1 center pivot rut filler
- 1 backhoe
- 1 jack hammer
- 1 air post driver



Rental receipts from this program totaled \$3199.00. Weed sprayers have no rental fee.

The district cooperates with the NRCS on snow surveys.

**YEAR-END FINANCIAL REPORT**  
**CLOVER CONSERVATION DISTRICT**  
**SUMMARY OF RECEIPTS**

For the Fiscal Year Ending June 30, 2013

**RECEIPT SOURCE** **AMOUNT**

<b>State Funds</b>	<b>2659.49</b>
<b>County Funds</b>	<b>5000.00</b>
<b>City Funds</b>	
<b>Other Government Funds (specify)</b>	
<b>Administrative Income (specify)</b>	
<b>Interest – CD, Savings and Checking</b>	<b>175.55</b>
<b>Grants for projects (specify)</b>	
<b>Rental Income (equipment, etc.)</b>	<b>3199.00</b>
<b>Contributions</b>	
<b>Building/Property Rental Fees</b>	
<b>Other Sources of Income</b>	
<b>TOTAL INCOME</b>	<b>11034.04</b>

**YEAR-END FINANCIAL REPORT**

**DRAFT REPORT DUE JULY 15 – FINAL REPORT DUE SEPTEMBER 30.**

**TO: STATE CONSERVATION COMMISSION  
 DCNR – CONSERVATION DISTRICT PROGRAM**

**BRE@DCNR.NV.GOV**

**Fax# 775-684-2715**

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# CLOVER CONSERVATION DISTRICT

## SUMMARY OF EXPENDITURES

For the Fiscal Year Ending June 30, 2013

<u>EXPENDITURE</u>	<u>AMOUNT</u>
Employee Salary	
Fringe Benefit Expense	
Travel	169.34
Building Rent	
Telephone	
Insurance	927.25
Postage	6.11
Copying Expense	
Office Supplies	
Education & Information Expenses	
Equipment Purchase (specify)	
Equipment Expenses (maintenance, repair, operation)	615.52
Dues - NvACD	600.00
Dues - NACD	775.00
Dues - Other	80.00
Mileage	221.00
Investments (specify)	
Internet	
Bond and Insurance Expenses	
Project Costs:	
Grant #1	
Grant #2	
Grant #3	
Other Expenses (specify)	
	379.50
	705.00
<b>TOTAL EXPENSES</b>	<b>4478.72</b>

**DRAFT REPORT DUE JULY 15 - FINAL REPORT DUE SEPTEMBER 30.**

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# CLOVER CONSERVATION DISTRICT FINANCIAL SUMMARY

For the Fiscal Year Ending June 30, 2013

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

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

**a. List all bank accounts:**

Certificate of Deposit .....\$ 52363.80

Checking Account .....\$ 34957.29

Savings Account .....\$ 2247.34

**b. Cash on hand** .....\$ \_\_\_\_\_

**c. Total fund balance** .....\$ 89568.43

**d. Accounts receivable grants**.....\$ \_\_\_\_\_

**e. Accounts payable**.....\$ \_\_\_\_\_

**f. Total funds available**.....\$ 89568.43

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

**a. List all bank accounts:** *certificate of Deposit*

Checking Account .....\$ 36337.06 *52,538.61*

Savings Account .....\$ 2248.04

**b. Cash on hand** .....\$ 5000.00

**c. Total fund balance** .....\$ 96123.75

**d. Accounts receivable grants**.....\$ \_\_\_\_\_

1. Grant #1 \_\_\_\_\_ - \$ \_\_\_\_\_

2. Grant #2 \_\_\_\_\_ - \$ \_\_\_\_\_

**e. Accounts payable**.....\$ \_\_\_\_\_

1. Item #1 \_\_\_\_\_ - \$ \_\_\_\_\_

2. Item #2 \_\_\_\_\_ = \$ \_\_\_\_\_

**f. Total funds available**.....\$ 96123.75

**3. SUMMARY:**

**a. Beginning of year fund balance (1.c. above)**.....\$ 89568.43

**b. Plus total receipts (from Receipt Summary)**.....\$ 11034.04

**c. Less total expenditures (from Expense Summary)**....\$ 4478.72

**d. Must equal end-of-year fund balance (2.c. above)**.....\$ 96123.75

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

**a.** .....\$ \_\_\_\_\_

**b.** .....\$ \_\_\_\_\_

**c.** .....\$ \_\_\_\_\_

**DRAFT REPORT DUE JULY 15 – FINAL REPORT DUE SEPTEMBER 30.**

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