

# **Lander County Conservation District**

## **FY 2012 DRAFT ANNUAL PLAN OF WORK**

**July 1, 2012 to June 30, 2013**

The following is the Lander County Conservation District Annual Plan of Work for fiscal year 2012-2013.

### **1. PLANNING & SERVICE**

- A. Provide for involvement of other agencies, organizations and/or individuals in the annual planning and implementation of district operations and programs.
  - 1. Provide assistance on irrigation & range land improvements as needed.
  - 2. Provide cooperators with use of available Conservation District equipment and advertise its availability.
- B. Review and appraise progress on the work plan at regular meetings of the District Board.
- C. Long Range Plan objectives are identified and correlated into the Annual Plan of Work.
- D. Work with the Natural Resource Conservation Service to insure that all land users, including minorities, are aware of available assistance programs.
- E. Provide conservation planning assistance to the following cooperators:  
  
Cooperators in Lander County
- F. Provide conservation practice application assistance to land users on irrigated systems, range improvement, mined land rehabilitation and others upon request.
- G. Assist cooperators in the use of current resource inventories, available to the District by cooperating agencies, to facilitate resource planning and implementation with the District.
- H. Participate as a member of the Locally Lead Group as it relates to the EQIP program.
- I. Cooperate with NRCS to maintain the Snotel site on Mt. Lewis.
- J. Sage Grouse
- K. Creek areas
- L. Work with private contractors to spray noxious weeds, as funds and needs dictate.

Planning & Service Committee:

Tom Reichert	Paul Tomera
Erik Taylor	Pete Tomera
Gerrit Baker	

### **2. INFORMATION PROGRAM**

- A. Submit articles to the local media relative to District activities as a means of informing the community of district services and programs.
- B. Educate citizens on cost sharing opportunities for the control and management of invasive weeds and range improvement projects on private lands by November 2013.
- C. Publish a quarterly District newsletter.
- D. Sponsor interested students to the Annual Range Camp.
- E. Award two scholarships, one new and one returning, annually to students in Lander County, who are studying agriculture, conservation, or renewable natural

resource management or related fields.

- F. Continue to provide information about the district and its functions to the Lander County Commissioners and general public.

Information Committee:

Tom Reichert  
Rod Davis

Shannon Berumen

**3. MANAGEMENT & ADMINISTRATION**

- A. Develop the annual budget for Lander County Conservation District and submit to the Lander County Commission in February, 2013.
- B. Pay dues to NACD and NvACD as funding allows.
- C. Regular meetings will be held quarterly. Special Meetings will be called as the need arises. Invite cooperating agencies to participate in board meetings.
- D. Meeting notices will be posted according the Nevada open meeting law regulations.
- E. Provide for clerical assistance for District operations and assist the NRCS Office.
- F. Prepare and submit the District's FY 2013-2014 Annual Work Plan and Budget by June 1, 2013.
- G. Prepare and submit the District's FY 2013-2014 Annual Report and Financial Report by September 30<sup>th</sup>, 2013.
- H. Hold supervisor's elections in appropriate years.
- I. Prepare and submit the District's Election Report in appropriate years.
- J. Submit minutes of District meetings to the Nevada Division of CD's and NRCS.
- K. Review Memoranda of Understanding with cooperating agencies each year.
- L. Provide for representation at meetings of NvACD and other resource related meetings sponsored by other agencies and organizations to keep supervisors informed on legislation and other actions affecting the District. Currently the board does not have a representing member of the Nevada State Conservation Commission.
- M. Provide for contact and comments to the Lander County Commission, State Legislators and the Nevada Congressional Delegation on matters relative to CD operations.
- N. Support to the Humboldt Watershed CWMA when needed.
- O. Provide technical assistance and financial assistance (when possible) for weed control in the Lander County Humboldt River Basin and other pre-determined areas in Lander County.
- P.. Update the Lander County Conservation District web site.

Management & Administrative Committee:

Shannon Berumen  
Erik Taylor

Gerrit Bakker

Submitted by:

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Shannon Berumen, District Clerk/Secretary-Treasurer

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Date

**Lander County CONSERVATION DISTRICT**  
**ESTIMATE OF RECEIPTS**

For the Fiscal Year July 1, 2012- June 30, 2013

<b><u>RECEIPT SOURCE</u></b>	<b><u>AMOUNT</u></b>
<b>State Funds</b>	<b>2,500.</b>
<b>Additional State Funds</b>	
<b>County Funds</b>	<b>18,185.17</b>
<b>City Funds</b>	<b>0</b>
<b>Other Government Funds (specify)</b>	
<b>Administrative Income (specify)</b>	<b>0</b>
<b>Interest – CD, Savings and Checking</b>	<b>0</b>
<b>Grants for projects (specify) BLM existing task order.</b>	<b>0</b>
<b>Rental Income (equipment, etc.)</b>	<b>0</b>
<b>Contributions</b>	<b>0</b>
<b>Building/Property Rental Fees</b>	<b>0</b>
<b>Other Sources of Income</b>	<b>0</b>
<b>Tree Sales</b>	<b>0</b>
<b><i>TOTAL INCOME</i></b>	<b><i>\$20,685.17</i></b>

**Lander County CONSERVATION DISTRICT**

**ESTIMATE OF EXPENDITURES**

For the Fiscal Year Ending June 30, 2012

<b>EXPENDITURE</b>	<b>AMOUNT</b>
Employee Salary	7,935.20
Fringe Benefit Expense	2,697.97
Travel	300.00
Building Rent	0
Telephone	250.00
Insurance	0
Postage	150.00
Copying Expense	500.00
Office Supplies	100.00
Education & Information Expenses	1,000.00
Equipment Purchase	0
Equipment Expenses (maintenance, repair, operation)	200.00
Dues – NvACD	600.00
Dues – NACD	775.00
Dues – Other (RC & D)	0.00
Mileage	700.00
Investments (specify)	0
Internet	117.00
Bond and Insurance Expenses	0
Project Costs:	0
Grant #1 Cost Share Program	5,000.00
Grant #2 Contract Spraying	0
Grant #3 Range Camp	360.00
Other Expenses NvACD Meeting	0
<b>TOTAL EXPENSES</b>	<b>\$20,685.17</b>

# Lander County Conservation District

## ANNUAL REPORT

July 1, 2012 to June 30, 2013

### 1. **PLANNING & SERVICE**

- A. Provided for involvement of other agencies, organizations and/or individuals in the annual planning and implementation of district operations and programs.
  - 1. Provided assistance on irrigation & range land improvements as needed.
  - 2. Provided cooperators with use of available Conservation District equipment and advertise its availability.
- B. Reviewed and appraised progress on the work plan at regular meetings of the District Board.
- C. Worked on long range plan objectives as identified and correlated into the Annual Plan of Work.
- D. Worked with the Natural Resource Conservation Service to insure that all land users, including minorities, are aware of available assistance programs.
- E. Provided conservation planning assistance to cooperators in Lander Count.
- F. Provided conservation practice application assistance to land users on irrigated systems, range improvement, mined land rehabilitation and others upon request.
- G. Assisted cooperators in the use of current resource inventories, available to the District by cooperating agencies, to facilitate resource planning and implementation with the District.
- H. Participated as a member of the locally lead group as it relates to the EQIP program.
- I. Cooperate with NRCS to maintain the Snotel site on Mt. Lewis.
- J. Worked in cooperation with Lander County to provide Sage Grouse Habitat restoration.
- K. Worked in cooperation with BLM and other entities to eliminate noxious weeds in the Indian Creek area.
- L. Worked with private contractors to spray noxious weeds, as funds and needs dictated.

### 2. **INFORMATION PROGRAM**

- A. Submitted articles to the local media relative to District activities as a means of informing the community of district services and programs.
- B. Educated citizens on cost sharing opportunities for the control and management of invasive weeds, rodents, and range improvement projects on private lands.
- C. Offered Sponsorship to interested students to the Annual Range Camp.
- D. Awarded two scholarships, one new and one returning, annually to students in

Lander County, who are studying agriculture, conservation, or renewable natural resource management, or related fields.

- F. Continued to provide information about the district and its functions to the Lander County Commissioners and general public.

**3. MANAGEMENT & ADMINISTRATION**

- A. Developed the annual budget for Lander County Conservation District and submitted to the Lander County Commission in February, 2013.
- B. Paid dues to NACD and NvACD.
- C. Three regular meetings held. Special Meeting called as needed. Invited cooperating agencies to participate in board meetings.
- D. Meeting notices posted according the Nevada open meeting law regulations.
- E. Provided for clerical assistance for District operations and assist the NRCOffice.
- F. Prepared and submitted the District's FY 2013-2014 Annual Work Plan and Budget by June 1, 2013.
- G. Prepared and submitted the District's FY 2013-2014 Annual Report and Financial Report by September 30<sup>th</sup>, 2013.
- H. Held supervisor's election in appropriate years.
- I. Prepared and submitted the District's Election Report.
- J. Submitted minutes of District meetings to the Nevada Division of CD's.
- K. Reviewed need for Memoranda of Understanding with cooperating agencies.
- L. Provided for representation at meetings of NvACD, and other resource related meetings sponsored by other agencies and organizations, to keep supervisors informed on legislation and other actions affecting the District. Currently the board does not have a representing member of the Nevada State Conservation Commission.
- M. Provided for contact and comments to the Lander County Commission, State Legislators and the Nevada Congressional Delegation on matters relative to CD operations if needed.
- N. Provided available support to the Humboldt Watershed CWMA when needed.
- O. Provided technical assistance and financial assistance (when possible) for weed control in the Lander County Humboldt River Basin and other pre-determined areas in Lander County.

Submitted by:

  
Shannon Berumen, District Clerk/Secretary-Treasurer

9/26/13  
Date

# LANDER COUNTY CONSERVATION DISTRICT

## USE OF STATE APPROPRIATED MONEY

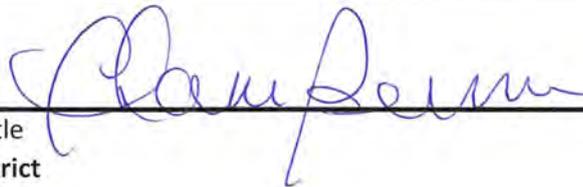
For the Fiscal Year Ending June 30, 2013

<b>Amount of State Appropriated Money:</b>	<b>\$2,659.49</b>
<b>Money Spent:</b>	
Education & Information Expenses	<b>(\$500.00)</b>
Cost Share	<b>(\$3,000.00)</b>
Other Expenses	<b>(\$1,271.46)</b>
Range Camp Sponsorship	<b>\$0.00</b>
<b>Matching Funds Spent:</b>	<b>\$2,111.97</b>
<b>Balance Remaining:</b>	<b>\$0.00</b>

Shannon Berumen, District Clerk

Authorized Signature: Name & Title

Lander County Conservation District



# LANDER COUNTY CONSERVATION DISTRICT

## USE OF STATE APPROPRIATED MONEY

For the Fiscal Year Ending June 30, 2013

<b>Amount of State Appropriated Money:</b>	<b>\$2,659.49</b>
<b>Money Spent:</b>	
Education & Information Expenses	<b>(\$500.00)</b>
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<b>Matching Funds Spent:</b>	<b>\$2,111.97</b>
<b>Balance Remaining:</b>	<b>\$0.00</b>

Shannon Berumen, District Clerk

Authorized Signature: Name & Title  
Lander County Conservation District

