

2013
ANNUAL PLAN OF WORK
NORTHEAST ELKO CONSERVATION DISTRICT

The following constitutes the Northeast Elko CD Annual Plan of Work for the **2013** fiscal year.

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 and support the North Eastern Nevada Stewardship Group.
- H. Support the collaboration, planning and implementation of plans for the Shoesole plan involving the Cottonwood and Boies Ranches under the Resource Collaborative Planning Program.

Noxious Weed Control Program

- Dominant species: short white top, Canada thistle and leafy spurge
- Continue treatment in the Crittenden Reservoir Area
- Continue spot 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
- Continue cooperation with the Elko County Cooperative Weed Management Area and support the Weed Summit.
- Maintain involvement/communication with the Goose Creek Weed Management Area and the Humboldt River Watershed Cooperative Weed Management Area.

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.
- 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 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.
- 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 Jan Grisedale
Steve Boies Wyatt Mesna
William Gibbs
Secretary: Jan Grisedale

Northeast Elko Conservation District		
Estimate of Expenditures		
For the Year Ending June 30, 2013		
Expenditure		Amount
Employees' Salaries & Wages		
Employer's Benefit Costs		
Professional Services		
Travel (per diem - mileage to meetings)		
Insurance		\$1,100.00
Project : Noxious Weed Management		\$5,000.00
Project:		
Project:		
Education - Scholarship		
Rent (including utilities)		
Telephone		
Office Supplies/ Meeting Expenses		
Equipment purchase		
Equipment expenses (maintenance, repair, operations)		\$442.59
Printing		
Registration		
Dues (ECACD) clerical		
Dues (NvACD)		\$600.00
Dues (NACD)		\$250.00
County Dinner/Meeting		\$200.00
Other Dues		
Donations:		
Miscellaneous		
TOTAL Expenditures		\$7,592.59

**NORTHEAST ELKO CONSERVATION DISTRICT
ANNUAL REPORT
2013**

The following constitutes the Annual Report for the period of
July 1, 2012, through June 30, 2013

PLANNING FOR SERVICE

- A. Support was continued for the 1985 Food Security Act (FSA), the 1990 Farm Bill, 2002 Farm Bill, and the current Farm Bill.
- B. Continued a program for cooperators to purchase non-restricted noxious weed chemicals through a CD account at a local business. With a future cost share program in mind depending on available funds and participation.
- C. Cooperation 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. No activity occurred on the proposed Snotel sites at Round Top and Knoll Mountains.
- E. Reviewed the Equipment Program including a rental program to benefit the small landowners within the District. Several hours of repairs on various equipment were needed this year.

INFORAMTION PROGRAM ACTIVITIES

The District reports the following activities for the year:

- A. No participation was received in the Conservation Poster contest.
- B. There were no applications for sponsorship to the SRM/CES Range Camp.

MANAGEMENT & ADMINISTRATION ACTIVITIES

The District reports accomplishments on items as follows:

- A. A partial payment was made on the NACD dues.
- B. Meeting notices were posted in accordance with the state open meeting law.
- C. The District's Annual Plan of Work was submitted by the due date.
- D. The District's Annual Report was submitted by the due date.
- E. Meeting minutes were provided to the NRCS and the Nevada Division of Conservation Districts.
- F. Required financial statements were submitted to the Nevada State Conservation Commission.
- G. Managed the district equipment program for the benefit of cooperators in implementing conservation practices and continues with an agreement with the Wells High School shop classes to maintain the equipment.
- H. Agee Smith represented the District at meetings of the Elko County Association of Conservation Districts.

YEAR-END FINANCIAL REPORT
NE Elko CONSERVATION DISTRICT
SUMMARY OF RECEIPTS

For the Fiscal Year Ending June 30, 2013

RECEIPT SOURCE **AMOUNT**

State Funds	2500.00
	159.49
County Funds	5000.00
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	7659.49

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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NE Elko CONSERVATION DISTRICT
SUMMARY OF EXPENDITURES

For the Fiscal Year Ending June 30, 2013

<u>EXPENDITURE</u>	<u>AMOUNT</u>
Employee Salary	1000.00
Fringe Benefit Expense	
Travel	
Building Rent	
Telephone	
Insurance	
Postage	
Copying Expense	
Office Supplies	
Education & Information Expenses	
Equipment Purchase (specify)	
Equipment Expenses (maintenance, repair, operation)	
Dues – NvACD	1200.00
Dues – NACD	
Dues - Other	
Mileage	
Investments (specify)	
Internet	
Bond and Insurance Expenses	
Project Costs:	
Grant #1	
Grant #2	
Grant #3	
Other Expenses (specify)	172.50
	300.00
TOTAL EXPENSES	2672.50

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

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

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NE Elko 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	\$ _____
	Checking Account	\$ <u>9571.96</u>
	Savings Account	\$ _____
b.	Cash on hand	\$ _____
c.	Total fund balance.....	\$ _____
d.	Accounts receivable grants.....	\$ _____
e.	Accounts payable.....	\$ _____
f.	<i>Total funds available</i>	\$ _____

2. END OF YEAR FUND BALANCE:

a.	List all bank accounts:	
	Checking Account	\$ <u>14558.95</u>
	Savings Account	\$ _____
b.	Cash on hand	\$ _____
c.	Total fund balance.....	\$ _____
d.	Accounts receivable grants.....	\$ _____
	1. Grant #1 _____ - \$ _____	
	2. Grant #2 _____ - \$ _____	
e.	Accounts payable.....	\$ _____
	1. Item #1 _____ - \$ _____	
	2. Item #2 _____ = \$ _____	
f.	<i>Total funds available</i>	\$ <u>14558.95</u>

3. SUMMARY:

a.	Beginning of year fund balance (1.c. above).....	\$ <u>9571.96</u>
b.	Plus total receipts (from Receipt Summary)	\$ <u>7659.49</u>
c.	Less total expenditures (from Expense Summary)	\$ <u>2672.50</u>
d.	Must equal end-of-year fund balance (2.c. above)	\$ <u>14558.95</u>

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.

TO: STATE CONSERVATION COMMISSION
DCNR – CONSERVATION DISTRICT PROGRAM

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NE Elko CONSERVATION DISTRICT

For the Fiscal Year Ending June 30, 2013

USE OF STATE APPROPRIATED MONEY

Amount of State Appropriated Money: \$.00

Money Spent:

 Category (specify) \$.00

Matching Funds Spent:

 Category (specify) \$.00

Balance Remaining: \$ 0.00

Authorized Signature:
Name and Title

Date

NE CONSERVATION DISTRICT

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

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