

2013/2014
ANNUAL PLAN OF WORK
NORTHEAST ELKO CONSERVATION DISTRICT

The following constitutes the Northeast Elko CD Annual Plan of Work for the fiscal year ending on June 30, **2014**.

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, Boies and Home Ranches under the Resource Collaborative Planning Program.
- I. Collaborate on projects pertaining to Sage-Grouse Habitat Management with the State of Nevada Sagebrush Ecosystem Council and other cooperating agencies and groups.

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
Steve Boies
William Gibbs
Wyatt Mesna

Northeast Elko Conservation District		
Estimate of Expenditures		
For the year ending June 30, 2014		
Expenditure		Amount
Employees' Salaries & Wages		
Employer's Benefit Costs		
Professional Services		
Travel (per diem - mileage to meetings)		
Project : Noxious Weed Management		\$5,000.00
Project:		
Project:		
Education - Scholarship		
Rent (including utilities)		
Telephone		
Office Supplies/ Meeting Expenses		
Equipment purchase		\$400.00
Equipment expenses (maintenance, repair, operations)		\$500.00
Printing		
Registration		
Dues (ECACD) clerical		\$1,000.00
Dues (NvACD)		\$600.00
Dues (NACD)		\$0.00
Other Dues		
Donations:		\$0.00
Miscellaneous		
TOTAL Expenditures		\$7,500.00

**NORTHEAST ELKO CONSERVATION DISTRICT
ANNUAL REPORT
2014**

The following constitutes the Annual Report for the period of July 1, 2013 through June 30, 2014.

PLANNING FOR SERVICE

- A. Support was continued for the current Farm Bill.
- B. Continued a program for cooperators to purchase general use pesticides through a CD account at a local business.
- C. Cooperated 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. Reviewed the District's equipment program including a rental program to benefit the small landowners within the District.
- E. No activity occurred on the proposed Snotel sites at Round Top and Knoll Mountains.

INFORMATION PROGRAM ACTIVITIES

- A. No participation was received in the Conservation Poster contest.
- B. There were two sponsored students for the SRM/CES Range Camp.
- C. The District hosted a Soil Health Workshop in cooperation with the NRCS Soil Scientist and NRCS Planner.
- D. The District sponsored the SANE group and help coordinate meeting times and places as well as included input and support of the SANE sage brush ecosystem plan.

MANAGEMENT & ADMINISTRATION ACTIVITIES

- A. A partial payment was made on the NACD dues.
- B. The NVACD dues were paid.
- C. Meeting notices were posted in accordance with the state open meeting law.
- D. The District's Budget was submitted by the due date.
- E. The District's Plan of Work was submitted by the due date.
- F. Meeting Minutes were provided to the NRCS and Nevada Division of Conservation Districts.
- G. Managed the District's 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 as well as the Nevada Association of Conservation Districts.

YEAR-END FINANCIAL REPORT

Northeast Elko County CONSERVATION DISTRICT

SUMMARY OF RECEIPTS

For the Fiscal Year Ending June 30, 2014

RECEIPT SOURCE AMOUNT

State Funds	3629.62
County Funds	5000
City Funds	
Other Government Funds (specify)	1300.00
	Dept. of Wildlife
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	45500.00
	SANE Group funds
TOTAL INCOME	55429.62

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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Northeast Elko County CONSERVATION DISTRICT

SUMMARY OF EXPENDITURES

For the Fiscal Year Ending June 30, 2014

EXPENDITURE	AMOUNT
Employee Salary	1000.00
Fringe Benefit Expense	
Travel	957.30
Building Rent	
Telephone	
Insurance	
Postage	
Copying Expense	
Office Supplies	
Education & Information Expenses	550.00
Equipment Purchase (specify)	
Equipment Expenses (maintenance, repair, operation)	304
Dues – NvACD	600.00
Dues – NACD	350.00
Dues - Other	
Mileage	
Investments (specify)	
Internet	
Bond and Insurance Expenses	
Project Costs:	
Grant #1	
Grant #2	
Grant #3	
Other Expenses (specify)	13511.35(SANE Plan)
	41.78
	400.00
TOTAL EXPENSES	17714.43

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

*TO: STATE CONSERVATION COMMISSION
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Northeast Elko County CONSERVATION DISTRICT FINANCIAL SUMMARY

For the Fiscal Year Ending June 30, 2014

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>14558.95</u>
Savings Account	\$ <u>0.00</u>
b. Cash on hand	
	\$ _____
c. Total fund balance.....	
	\$ _____
d. Accounts receivable grants.....	
	\$ _____
e. Accounts payable.....	
	\$ _____
f. Total funds available.....	
	\$ <u>14558.95</u>

2. END OF YEAR FUND BALANCE:

a. List all bank accounts:	
Checking Account	\$ <u>51813.94</u>
Savings Account	\$ <u>460.20</u>
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. Total funds available.....	
	\$ <u>52274.14</u>

3. SUMMARY:

a. Beginning of year fund balance (1.c. above).....	\$ <u>14558.95</u>
b. Plus total receipts (from Receipt Summary)	\$ <u>55429.62</u>
c. Less total expenditures (from Expense Summary)	\$ <u>17714.43</u>
d. Must equal end-of-year fund balance (2.c. above)	\$ <u>52274.14</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.

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Northeast Elko County CONSERVATION DISTRICT

For the Fiscal Year Ending June 30, 2014

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

Northeast Elko County CONSERVATION DISTRICT

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

*TO: STATE CONSERVATION COMMISSION
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Northeast Elko Soil Conservation District **2014 year end income & expenses (including SANE)**

INCOME

9-13-2013 Dept. of Wildlife	\$1,300.00	
11-15-2013 State of Nevada (CD funds)	\$3,500.00	
12-23-2013 Elko county (N1 Grazing Board for SANE)	\$5,000.00	
2-7-2014 State of Nevada (extra CD funds)	\$ 129.62	
2-18-2014 Public Lands Grant (SANE)	\$40,500.00	
4-19-2014 Elko County (CD weed funds)	\$5,000.00	
Total Income	\$55,429.62	Bold = Funds CD must spend \$3,629.62

1242 Jessica Mesna (Riem. CD trailer registration)	\$64.00
1243 Resource concepts (SANE plan)	\$12,610.35
1244 Shared Vision (SANE webpage)	\$901.00
1245 ECACD (clerical fund)	\$1,000.00
1246 NvACD (2014 Dues)	\$600.00
1247 Uhart (Riem. for 2 students to range camp)	\$400.00
1248 Cottonwood Ranch (Reim. for soil workshop lunch)	\$150.00
1249 NACD (2014 Dues)	\$350.00
1250 NvACD (2014 state meeting donation)	\$400.00
1251 Agee Smith (2012 & 2013 state meeting Riem.)	\$957.30
1252 Kenny Scholl (welding repair on CD equip. trailer 2hrs)	\$120.00
1253 Domingo Uhart (electrical repair on CD equip. trailer 2hrs)	\$120.00
NSB banking fees (including SANE account fees of 39.80)	\$ 41.78
Total Expenses	\$17,714.43 Bold=CD funds spent \$4,161.30

CD Checking account balance \$51,813.94 SANE balance \$460.20 (listed as savings on final report)

SANE \$\$\$

Balance on SANE funds	\$31,988.65
Deposits as follows	
Public Lands Council (SANE Grant)	\$40,500
Elko County (SANE contribution)	\$5,000
Checks Written as follows	
1243 Resource Concepts (SANE Plan) Invoices #14-0027, #14-00251	\$12,610.35
1244 Shared Vision Inc. (SANE webpage) Invoice #61	\$901.00

Wyatt Mesna, Treasurer