

**OWYHEE CONSERVATION DISTRICT**  
**ANNUAL PLAN OF WORK**  
**2014 FISCAL YEAR**  
**JULY 1, 2013 TO JUNE 30, 2014**

The following constitutes the Owyhee CD Annual Plan of Work for the 2013 fiscal year ending June 30, 2014.

**Mission Statement**

The function of the Owyhee Conservation District is 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.

1. Identify and prioritize resource concerns within the District in order to coordinate with the NRCS in resource planning and program implementation.
2. Continue cooperation with the NRCS on the snow survey program. Continue efforts to install an automated aerial marker near the Van Norman Ranch and Indian Creek.
3. Provide support for the Farm Bill Programs.
4. Continue cooperation with all agencies on water quality problems when identified within the District.
5. Encourage the NRCS to develop Order 2 soil surveys on irrigated and intensively used lands and to initiate soil surveys on USFS lands.
6. Provide technical assistance to land users on planning and implementation of conservation practices.
7. Assist NRCS on outreach programs to insure that all land users are aware of available assistance.
8. Continue coordination with the USFS on the Travel Management Plan, and any other Travel Management Plans proposed by agencies.

**Noxious Weed Program**

1. Continue the Noxious Weed Control Program within the District.
2. Implement a record keeping system using GPS to track weed spraying efforts.
3. Continue rehabilitation projects along county road right of ways where weed spraying has been successful. (i.e. from Mori Ranch to IL mailbox and along Tuscarora roadways)
4. Work with BLM and USFS to continue weed management.
5. Participate in the Humbolt River Watershed Cooperative Weed Management Area with their cooperative efforts related to noxious weed control program.
6. Coordinate with the Northeastern Nevada Stewardship Group on the Tuscarora Fuels and Weed Management Plan and implement practices within the plan.

### **Equipment Program**

1. Provide a district equipment program that will benefit cooperators in implementing conservation practices.

### **Information and Education Program:**

1. Sponsor interested participants to the annual Range Camp.
2. Provide assistance to schools within the District on conservation education as requested.
3. Cooperate with the Great Basin College Agriculture Department for sites used for classroom programs if needed.
4. Support the Elko County CWMA Annual Weed Summit.
5. Continue scholarship program for students within the Owyhee CD.
6. Support the NV College of Agriculture, Biotechnology, and Natural Resources.
7. Participate in the elk management plan for western Elko County.
8. Support the local sage grouse management plan.
9. Participate in the local wild horse management plan.
10. Support the evolving Nevada Sagebrush Ecosystem Council and participate in projects as funds permit.

### **Management and Administration:**

1. Pay dues to NvACD and support the annual state meeting to be held in Elko in November 2013.
2. Hold regular meeting to which all cooperating agencies are invited.
3. Contribute to the Elko County Association of CD's clerical fund.
4. Submit all reports and financial statements to the Nevada Division of CD's by the due date.
5. Review Memorandums of Agreements with cooperating agencies each year.
6. Provide representation at NvACD State and regional meetings and other meeting to keep supervisors informed on activities affecting the district and provide input for decision making for locally led conservation.
7. Contact elected representatives as needed for conservation program support.

### **Owyhee CD**

Shammy Rodriguez  
Pete Mori  
Jay Wright  
Sharon Rhoads

Sam Mori  
Dan Van Norman  
Robin Van Norman



| <b>Estimate of Expenditures</b>  |  |                |
|--|--|----------------|
| For the year ending June 30, 2013  |  |                |
| <b>Owyhee</b>  |  |                |
| <b>Conservation District</b>   |  |                |
|  |  |                |
| <b>Expenditure</b>   |  | <b>Amount</b>  |
| Employees' Salaries & Wages  |  |                |
| Employer's Benefit Costs   |  |                |
| Professional Services  |  |                |
| Travel (per diem - mileage to meetings)                                  |  | \$0            |
|  |  |                |
| Insurance: Liability Premium/Workers Comp                                |  | \$900          |
|  |  |                |
| Project : Noxious Weed Management(Right of Way seeding & Brush control ) |  | \$5,000        |
|  |  |                |
| Project:   |  |                |
| Project: Tuscarora Fuels & Weed Management                               |  |                |
|  |  |                |
| Education - Scholarship  |  |                |
|  |  |                |
| Office Supplies/ Meeting Expenses  |  |                |
| Equipment purchase   |  |                |
| Equipment expenses (maintenance, repair, operations)                     |  | \$0            |
| Printing   |  |                |
|  |  |                |
| Registration   |  |                |
| Dues (ECACD) clerical  |  | \$1,000        |
| Dues (NvACD)   |  | \$600          |
| Dues (NACD)  |  |                |
| Dues (RC&D)  |  | \$0            |
| Other Dues   |  |                |
|  |  |                |
| Misc. Donations:   |  | \$0            |
|  |  |                |
|  |  |                |
| <b>TOTAL Expenditures</b>  |  | <b>\$7,500</b> |
|  |  |                |
|  |  |                |

**OWYHEE CONSERVATION DISTRICT**  
**ANNUAL REPORT**  
**2014 FISCAL YEAR**  
**JULY 1, 2013 TO JUNE 30, 2014**

**BOARD MEMBERS**

**Chairperson** – Shammy Rodriguez

**Vice Chairman** – Pete Mori

**Secretary/Treasurer** – Jay Wright

Sam Mori

Dan Van Norman

**PLANNING FOR SERVICE**

The Owyhee CD maintained active status with the Nevada State Conservation Commission by holding the required meetings and submitting all required documents.

District Goals were continued as follows:

1. Continued actively spraying noxious weeds along the county road right of ways and as many infestations as possible.
2. Implemented reseeded projects along county road right of ways where weed spraying has been successful. Seed was purchased and seeding planned for fall.
3. In the process of implementing a record keeping system using GPS to track weed spraying efforts.
4. Participated in the Humboldt Watershed CWMA and attended the Elko County Weed Summit.
5. Increased participation in CD operations as a means to be proactive in all phases of resource management.
6. Active in the Elko County Association of CDs by attending meetings.
7. Continued the District's Equipment Program to benefit the cooperators. Continued Memorandums of Understanding with Elko County and multi-agencies for a cooperative Noxious Weed Control Program.
8. Cooperated with the NRCS on the Snow Survey program.

**Equipment Program**

*List of equipment*

- Grasslander
- Water trailer
- Harrow
- Water pump

- ATV Seeder
- Backpack sprayers (2)
- Mist sprayer slide in
- Mist sprayer pto
- Ditcher
- Post pounder
- Paddle scraper
- GPS

### **INFORMATION PROGRAM ACTIVITIES**

- Distributed the NVACD scholarship application.
- Sponsored a Soil Health Workshop in cooperation with NRCS.
- The District reviewed the Civil Rights policy and posted a notice in the Elko office.
- Supplied Comments to the proposed BLM/USFS Sage Grouse Management Plan.
- Supplied Comments to the BLM's Drought Mitigation Plan.

### **MANGEMENT PROGRAM ACTIVITIES**

- A. The 2013 Annual Report was submitted.
- B. The 2014/15 Annual Plan of Work and Budget were developed and submitted.
- C. The District maintained good standing with the Nevada Division of Conservation Districts.
- D. Required financial reports were submitted.
- E. NVACD dues were paid. NACD dues were also paid.
- F. Minutes for meetings were submitted to the Nevada Conservation commission and the NRCS.
- G. Meeting notices were posted according to the Nevada Open Meeting Law.
- H. The Memorandum of Understanding with NRCS was reviewed.
- I. Continued the District's cooperators agreement with reviewing as needed.

Shammy Rodriguez  
Chairperson

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

For the Fiscal Year Ending June 30, 20 14

**RECEIPT SOURCE** **AMOUNT**

|  |          |
|--|----------|
| <b>State Funds</b>                         | 3629.62  |
|  |          |
| <b>County Funds</b>                        | 10000    |
|  |          |
| <b>City Funds</b>                          |          |
|  |          |
| <b>Other Government Funds (specify)</b>    |          |
| Additional funds                           |          |
| <b>Administrative Income (specify)</b>     |          |
|  |          |
| <b>Interest – CD, Savings and Checking</b> |          |
|  |          |
| <b>Grants for projects (specify)</b>       |          |
| Midas road grant                           | 2857.14  |
| <b>Rental Income (equipment, etc.)</b>     |          |
|  |          |
| <b>Contributions</b>                       |          |
|  |          |
| <b>Building/Property Rental Fees</b>       |          |
|  |          |
| <b>Other Sources of Income</b>             |          |
|  |          |
|  |          |
| <b>TOTAL INCOME</b>                        | 16486.76 |

**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](mailto:BRE@DCNR.NV.GOV)

Fax# 775-684-2715

Page 1 of 4

**OWYHEE CONSERVATION DISTRICT**  
**SUMMARY OF EXPENDITURES**

For the Fiscal Year Ending June 30, 2014

**EXPENDITURE** **AMOUNT**

|  |                 |
|--|-----------------|
| <b>Employee Salary</b>                                     |                 |
| <b>Fringe Benefit Expense</b>                              |                 |
| <b>Travel</b>  |                 |
| <b>Building Rent</b>                                       |                 |
| <b>Telephone</b>   |                 |
| <b>Insurance</b>   |                 |
| <b>Postage</b>   |                 |
| <b>Copying Expense</b>                                     |                 |
| <b>Office Supplies</b>                                     |                 |
| <b>Education &amp; Information Expenses</b> Scholarship    |                 |
| <b>Equipment Purchase (specify)</b>                        |                 |
| <b>Equipment Expenses (maintenance, repair, operation)</b> |                 |
| <b>Dues – NvACD</b>  | 600.00          |
| <b>Dues – NACD</b>   | 775.00          |
| <b>Dues - Other</b>  |                 |
| <b>Mileage</b>   |                 |
| <b>Investments (specify)</b>                               |                 |
| <b>Internet</b>  |                 |
| <b>Bond and Insurance Expenses</b>                         |                 |
| <b>Project Costs:</b>                                      |                 |
| <b>Grant #1</b>  |                 |
| <b>Grant #2</b>  |                 |
| <b>Grant #3</b>  |                 |
| <b>Other Expenses (specify)</b>                            |                 |
| Contract Seeding            2013 & 2014                    | 2318.00         |
| Chemical   | 7515.15         |
| <b>TOTAL EXPENSES</b>                                      | <b>11208.15</b> |

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

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

[BRE@DCNR.NV.GOV](mailto:BRE@DCNR.NV.GOV)

Fax# 775-684-2715

Page 2 of 4

# OWYHEE 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)

|   |                  |
|---|------------------|
| <b>a. List all bank accounts:</b>         |                  |
| Certificate of Deposit .....              | \$ _____         |
| Checking Account .....                    | \$ <u>370.50</u> |
| Savings Account .....                     | \$ _____         |
| <b>b. Cash on hand .....</b>              |                  |
|   | \$ _____         |
| <b>c. Total fund balance.....</b>         |                  |
|   | \$ <u>370.50</u> |
| <b>d. Accounts receivable grants.....</b> |                  |
|   | \$ _____         |
| <b>e. Accounts payable.....</b>           |                  |
|   | \$ _____         |
| <b>f. Total funds available.....</b>      |                  |
|   | \$ <u>370.50</u> |

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

|   |                   |
|---|-------------------|
| <b>a. List all bank accounts:</b>         |                   |
| Checking Account .....                    | \$ <u>5649.11</u> |
| Savings Account .....                     | \$ _____          |
| <b>b. Cash on hand .....</b>              |                   |
|   | \$ _____          |
| <b>c. Total fund balance.....</b>         |                   |
|   | \$ <u>5649.11</u> |
| <b>d. Accounts receivable grants.....</b> |                   |
|   | \$ _____          |
| 1. Grant #1 _____ - \$ _____              |                   |
| 2. Grant #2 _____ - \$ _____              |                   |
| <b>e. Accounts payable.....</b>           |                   |
|   | \$ _____          |
| 1. Item #1 _____ - \$ _____               |                   |
| 2. Item #2 _____ = \$ _____               |                   |
| <b>f. Total funds available.....</b>      |                   |
|   | \$ <u>5649.11</u> |

**3. SUMMARY:**

|  |                   |
|--|-------------------|
| <b>a. Beginning of year fund balance (1.c. above).....</b>       | <u>\$ 370.50</u>  |
| <b>b. Plus total receipts (from Receipt Summary) .....</b>       | <u>\$16486.76</u> |
| <b>c. Less total expenditures (from Expense Summary) ....</b>    | <u>\$11208.15</u> |
| <b>d. Must equal end-of-year fund balance (2.c. above) .....</b> | <u>\$ 5649.11</u> |

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

|                              |                  |
|------------------------------|------------------|
| <b>a. Grasslander.....</b>   | <u>\$ 12,000</u> |
| <b>b. Water Trailer.....</b> | <u>\$ 3000</u>   |
| <b>c. Harrow.....</b>        | <u>\$ 300</u>    |

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

TO: STATE CONSERVATION COMMISSION  
DCNR – CONSERVATION DISTRICT PROGRAM

[BRE@DCNR.NV.GOV](mailto:BRE@DCNR.NV.GOV)

Fax# 775-684-2715

|                       |        |
|-----------------------|--------|
| Water Pump            | \$450  |
| ATV Seeder            | \$325  |
| Backpack Sprayers (2) | \$300  |
| Mist Sprayer slide in | \$3000 |
| Mist Sprayer pto      | \$2000 |
| Ditcher               | \$1000 |
| Post Pounder          | \$300  |
| Paddle Scraper        | \$3000 |
| GPS                   | \$50   |

**OWYHEE CONSERVATION DISTRICT**

**For the Fiscal Year Ending June 30, 2014**

**USE OF STATE APPROPRIATED MONEY**

Amount of State Appropriated Money: \$ 3629.00

Money Spent: Weed Control (chemical)

Category (specify) \$ 3629.00

Matching Funds Spent:

Category (specify) \$ .00

Balance Remaining: \$ 0.00

  
\_\_\_\_\_  
Authorized Signature: 9/23/14  
Name and Title Date

OWYHEE CONSERVATION DISTRICT