

ANNUAL PLAN OF WORK

RUBY VALLEY CONSERVATION DISTRICT

The following constitutes the Ruby Valley CD Annual Plan of Work for the **2014/15** Fiscal year (July 1, 2014 – June 30, 2015).

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. Invoke Cooperating Agency status with Federal and State agencies in order to monitor and have input into, upcoming resource management issues that will affect the District.
- C. Coordinate with agencies on addressing resource management issues.
- D. Continue cooperation with all agencies on water quality and quantity problems when identified within the District.
- E. Manage the district equipment program for benefit of cooperators in implementing conservation practices.
- F. Provide technical and chemical help for cooperators within the District on noxious weed and rodent concerns, and develop a plan of action accordingly.
- G. Provide input to the county requesting the grading of the right-of-ways cease. The grading is creating weed-beds that the District then has to spray. Promote the idea of reseeded newly graded right-of-ways.
- H. Provide Weed Identification Handbooks to all cooperators upon request.
- I. Provide technical assistance to land-users on planning and implementation of conservation practices.
- J. Assist NRCS on outreach programs to insure that all land-users are aware of available assistance.
- K. Purchase equipment to add to the Equipment program available to the Ruby Cooperators as needed.

Information and Education Program

- A. Sponsor participants to the annual Range Camp who are interested in attending.
- B. Provide assistance to schools within the District on conservation education as requested.
- C. Sponsor a Range Monitoring Workshop for cooperators and other CD supervisors in Elko County.

Management and Administration

- A. Pay dues to NvACD and NACD.
- B. Hold regular meetings to which all cooperating agencies are invited.

- C. Pay Ruby Valley CD's share to employ a Clerk to help keep the CD in good standing with the state.
- D. Submit all reports and financial statements to the Nevada Division of CD's by due date.
- E. Review Memorandums of Agreements with cooperating agencies each year.
- F. Provide representation at Elko County Association of Conservation Districts, Nevada Association of Conservation Districts and other meetings to keep supervisors informed on activities affecting the district and provide input for decision making for locally led conservation.
- G. Continue contact with the Elko County Commission to solicit County participation in resource management concerns.

Ruby Conservation District:

Lance Knudsen, Chair

Albert Frehner, Vice-Chair

Jared Sorensen, Treasurer

Marlow Dahl, Supervisor

Michael Irish, Supervisor

Justin Sorensen, Alternate Supervisor

This Plan was approved on March 13, 2014 during an official Conservation District Meeting.

PROPOSED BUDGET
RUBY VALLEY CONSERVATION DISTRICT
ESTIMATE OF EXPENDITURES

For the Fiscal Year Ending June 30, 2015

Expenditure	Amount
Employee Support: wages, office supplies, postage	1000.00
Education & Information Expenses	500.00
Equipment Purchase	0.00
Equipment Expenses: maintenance, repair, operation	500.00
Dues: NvACD	600.00
Dues: NACD	250.00
Mileage	0.00
Investments (specify)	0.00
Bond and Insurance Expenses	0.00
Project Costs:	0.00
Grant #1 – Elko County Weed Cooperative Agreement – Right-of-Way application	5000.00
Grant #2	
Grant #3	
Other expenses: Herbicides for on-farm weed treatment	150.00
TOTAL EXPENSES	8500.00

PROPOSED BUDGET
RUBY VALLY CONSERVATION DISTRICT
ESTIMATE OF RECEIPTS

For the Fiscal Year Ending June 30, 2015

Receipt Source	Amount
State Funds	3500.00
County Funds – Elko County Weed Cooperative Agreement	5000.00
City Funds	0.00
Other Government Funds (specify)	0.00
Administrative Income (specify)	0.00
Interest – CD, Savings and Checking	0.00
Grants for projects (specify)	0.00
Rental Income: Equipment	0.00
Contributions	0.00
Building/Property Rental Fees	0.00
Other Sources of Income	0.00
TOTAL INCOME	8500.00

**RUBY CONSERVATION DISTRICT
ANNUAL REPORT
FISCAL YEAR ENDING JUNE 30, 2014**

The following details the activities of the Ruby Conservation District during the past fiscal year.

PLANNING FOR SERVICE

In an effort to operate efficiently and provide coordination of effort, the District provided for involvement of other agencies and organizations on natural resource management as follows:

- A. Continued Memorandums of Agreement with Elko County and multiple agencies on noxious weed control.
- B. Continued the district weed-spraying program. Supplied chemical and expertise to cooperators within the district and continued treatment of infestations along county roads.
- C. Continued support for USDA programs that benefit management of private land resources.
- D. Managed the district equipment program for the benefit of cooperators in implementing conservation practices. Reviewed and updated the District's equipment use agreement.
- E. The District continued support on the 1985 Food Security Act, and the current Farm Bill.

INFORMATION AND EDUCATION ACTIVITIES

- A. The District supported NRCS efforts on a minority outreach program to insure that all land users are aware of available assistance programs. The District reviewed the Civil Rights policy and posted a notice in the Elko office.
- B. Continued a relationship with the Ruby Valley 4-H club.
No projects were done this year.
- C. The District provided substantial funding to bring in a lecturer from out of state to educate local citizens on using their livestock to more effectively manage grazing.
- D. The District sponsored a Soil and Water Health Workshop to educate cooperators on how soil and water work together to create a successful crop.

MANAGEMENT AND ADMINISTRATION ACTIVITIES

- A. Developed an Annual Budget and Work Plan for the 14/15 FY and submitted them by the due date.
- B. Held the required number of meetings and submitted the Minutes to NRCS and the Nevada Division of Conservation Districts.
- C. Meeting notices were posted in accordance with the state open meeting law.

Lance Knudsen
Chairman

YEAR-END FINANCIAL REPORT
Ruby Valley CONSERVATION DISTRICT
SUMMARY OF RECEIPTS

For the Fiscal Year Ending June 30, 2014

RECEIPT SOURCE **AMOUNT**

State Funds	0.00
County Funds	5000.00
City Funds	0.00
Other Government Funds (specify)	0.00
Administrative Income (specify)	0.00
Interest – CD, Savings and Checking	0.00
Grants for projects (specify)	0.00
Rental Income (equipment, etc.)	1610.00
Contributions	150.00
Building/Property Rental Fees	
Other Sources of Income	
TOTAL INCOME	6760.00

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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Ruby Valley CONSERVATION DISTRICT
SUMMARY OF EXPENDITURES

For the Fiscal Year Ending June 30, 2014

<u>EXPENDITURE</u>	<u>AMOUNT</u>
Employee Salary	0.00
Fringe Benefit Expense	
Travel	
Building Rent	
Telephone	
Insurance	
Postage	
Copying Expense	
Office Supplies	
Education & Information Expenses	900.00
Equipment Purchase (specify)	
Equipment Expenses (maintenance, repair, operation)	
Dues – NvACD	0.00
Dues – NACD	0.00
Dues - Other	
Mileage	
Investments (specify)	
Internet	
Bond and Insurance Expenses	
Project Costs:	
Grant #1	
Grant #2	
Grant #3	
Other Expenses (specify)	
TOTAL EXPENSES	900.00

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

*TO: STATE CONSERVATION COMMISSION
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Ruby Valley 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	\$ <u>0.00</u>
Checking Account	\$ <u>16636.27</u>
Savings Account	\$ <u>0.00</u>
b. Cash on hand	\$ <u>0.00</u>
c. Total fund balance.....	\$ <u>16636.27</u>
d. Accounts receivable grants.....	\$ <u>0.00</u>
e. Accounts payable.....	\$ _____
f. Total funds available.....	\$ <u>16636.27</u>

2. END OF YEAR FUND BALANCE:

a. List all bank accounts:	
Checking Account	\$ _____
Savings Account	\$ <u>22496.27</u>
b. Cash on hand	\$ _____
c. Total fund balance.....	\$ <u>22496.27</u>
d. Accounts receivable grants.....	\$ _____
1. Grant #1 _____ - \$ _____	
2. Grant #2 _____ - \$ _____	
e. Accounts payable.....	\$ _____
1. Item #1 _____ - \$ _____	
2. Item #2 _____ = \$ _____	
f. Total funds available.....	\$ <u>22496.27</u>

3. SUMMARY:

a. Beginning of year fund balance (1.c. above).....	\$ <u>16636.27</u>
b. Plus total receipts (from Receipt Summary)	\$ <u>6760.00</u>
c. Less total expenditures (from Expense Summary)	\$ <u>900.00</u>
d. Must equal end-of-year fund balance (2.c. above)	\$ <u>22496.27</u>

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

a.	\$ <u>10000.00</u>
b.	\$ <u>7000.00</u>
c.	\$ <u>5000.00</u>

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

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