



## **ANNUAL PLAN OF WORK CLOVER CONSERVATION DISTRICT FY 2018**

The following constitutes the Clover Conservation District Annual Plan of Work for the fiscal year 2018 (July 1, 2017 – June 30, 2018):

### **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 and other agencies in resource planning and program implementation.
- B. Review & update the Weed Control Plan for the District.
  - 1) Cost share with property owners.
  - 2) Develop Weed Control and Mapping Plan.
  - 3) Utilize licensed herbicide applicators on District weed problem areas.
- C. Participate in the implementation of a Sage Grouse/Sage Brush Ecosystem plan with other agencies.
- D. Review and update the district equipment program for benefit of cooperators in implementing conservation practices.
- E. Provide technical assistance to landusers on planning and implementation of conservation practices.

### **Information and Education Program**

- A. Sponsor participants to the annual Range Camp.
- B. Provide assistance to schools within the District on conservation education as requested.
- C. Assist NRCS on outreach programs to insure that all landusers are aware of available assistance.

### **Management and Administration**

- A. Pay dues to NvACD and NACD.
- B. Hold regular meetings to which all cooperating agencies are invited.
- C. Participate with the Elko County Association of CD's.
- D. Submit all reports and financial statements to the Nevada Department of Conservation's District Program 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 and provide input for decision making for locally led conservation.
- G. Conduct election of supervisors in alternate years.
- H. Continue contact with the Elko County Commission to solicit County participation in resource management concerns.

*This plan of work was approved at the Clover CD meeting held April 13, 2017.*



**Proposed Budget  
Estimate of Receipts**  
For the Fiscal Year Ending June 30, 2018

**Clover Conservation District**

<b>Receipt Source</b>		<b>Amount</b>
State of Nevada Grant Appropriation	estimated	\$4,000.00
Elko County Appropriation		\$5,000.00
Grant for Project		
Grant Match		
Reimbursement (Chemical cost share)		
Equipment Rental		\$5,000.00
Contributions from Cooperators		
Investments Receipts		
Interest Receipts at Bank		\$80.00
Donations from Private Entities		
Others (Tree Sales, Weed Program .....)		
<b>TOTAL RECEIPTS</b>		<b>\$14,080.00</b>

# Estimate of Expenditures

## For the year ending June 30, 2018

### Clover Conservation District

<b>Expenditure</b>	<b>Amount</b>
Clerical Assistance (secretary/treasurer)	\$ 150.00
Workers Comp.	\$ 700.00
State Liability Ins.	\$ 900.00
Meeting Attendance (registration & expenses)	\$ 700.00
 Project : Noxious Weed Management	 \$ 7,600.00
Project :	
Project:	
 Education -	
Annual CD meeting & BBQ attendance	\$ 600.00
Office Supplies/Postage/Plaque	\$ 55.00
Equipment purchase	
Equipment expenses (maintenance, repair, operations)	\$ 800.00
Printing	
Registration	
Dues (ECACD) clerical fund	\$ 1,000.00
Dues (NvACD)	\$ 600.00
Dues (NACD)	\$ 775.00
 Donations:	
Elko County CWMA - Weed Summit	\$ -
NvACD - auction item	\$ 100.00
Misc.	\$ 100.00
Bank Fees	
Miscellaneous -	
 <b>TOTAL Expenditures</b>	 <b>\$ 14,080.00</b>

*This proposed budget was approved at the Clover CD meeting held on April 13, 2017.*



## **2017-2018 Annual Report**

The Clover Conservation District is located in Elko County from the E. Humboldt Mountain Range to the Utah State line and from Wells to Warm Springs. The majority of the land in the district is federally controlled either by the Bureau of Land Management or the United States Forest Service. The private land within the district largely consists of cattle ranches/ranges and there also are some hay farms that are irrigated by wells. The presence of small non-agricultural residences has been increasing in recent years. Newmont Mining Corporation has started a mine in the Pequop mountain range, the mine location is within our district.

### Board of Supervisors

Chairman: Bruce Boyer

Vice Chairman: Tom Pellini

Secretary: Heston Johns

Treasurer: Steve Safford

Supervisor: Jay Dalton

### District Staff

Assistant Treasurer: Maggie Safford

### Operation and Attended Meetings

The Clover Conservation District had four meetings during the year in which cooperating agencies were invited to attend. Clover CD was represented at the NvACD annual business meeting in Carson Valley, NV, the NRCS Elko/Eureka County Local Work Group meeting held in October and also at the Elko County Association of Conservation Districts meetings held during the year.

## Education

The district cooperates with the NRCS to provide information on programs available and also assistance available to minorities and female land-users within the District. NRCS has reviewed the Civil Rights policy and posted a notice in the Elko office along with a copy in the CD's meeting folder. Sent out a CD newsletter to cooperators.

## Projects and Services

### Noxious Weeds

The CD cost shared with co-operators for herbicides they purchased for spraying weeds on their property and adjacent right-a-ways. The CD also hired a professional weed sprayer to treat some of the problem areas.

### Equipment Rental

The Clover Conservation District offers an equipment rental program to CCD co-operators for implementing conservation practices. The district tries to make available equipment that co-operators cannot usually afford to own.

The available equipment consists of:

- 2 disk harrows
- 1 skid-mounted weed sprayer
- 1 ATV weed sprayer
- 1 motor grader
- 1 pull-type compressor
- 1 center pivot rut filler
- 2 backhoes
- 1 jack hammer
- 1 air post driver

Weed sprayers have no rental fee.

The district cooperates with the NRCS on snow surveys.

*This report was approved at the Clover Conservation District meeting held September 6, 2018.*



**Clover Conservation District**  
Financial Report Fiscal Year 2018  
**Summary of Receipts**

<b>Receipt Source</b>	<b>Amount</b>
Federal Appropriation	
State of Nevada Grant Appropriation	\$ 4,542.86
Elko County Appropriation	\$ 5,000.00
NvACD Conservation Client Gateway sign ups	\$ 1,500.00
State Additional Funding	
Grant Project	
Grant Match	
Equipment Rental	\$ 5,891.18
Interest on Certificate of Deposit (2 years of interest)	\$ 158.64
<b>TOTAL RECEIPTS</b>	<b>\$ 17,092.68</b>

**Clover Conservation District**  
**Summary of Expenditures**  
 Fiscal Year ending June 30, 2018

<b>Expenditure</b>	<b>Amount</b>
Travel	\$ 100.00
Registration - NvACD meeting registration fees and travel	\$ 783.89
Liability Insurance	\$ 492.85
Project: Noxious Weed Management	
Herbicide Cost Share Reimbursement	\$ 500.00
Contractor Spraying of County Roadways has not cleared account	\$ 3,810.00
Roadway spraying - claimed 2017, cleared this FYyear	\$ 3,141.25
Weed Spraying County Roadways	
County Roadway Herbicide	
Education	
Office Supplies: Postage and checks	\$ 79.75
Equipment purchase:	\$ -
Equipment expenses (maintenance, repair, operations)	\$ 1,612.54
Donations: NvACD meeting. Range camp	\$ 410.00
Demonstration:	
Annual Dinner Meeting	\$ -
Dues (NvACD)	\$ 600.00
Dues (NACD)	\$ 775.00
Dues (ECACD) clerical fund	\$ 1,000.00
Bank Fees -	\$ -
Miscellaneous	\$ -
<b>TOTAL Expenditures</b>	<b>\$ 13,305.28</b>

**Clover Conservation District**  
**Financial Summary**  
Fiscal Year ending June 30, 2018

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**1. BEGINNING OF THE YEAR FUND BALANCE:**

a. List of all Bank Accounts:	
Equipment Account	
Checking Account	\$ 20,801.03
Certificate of Deposit	\$ 52,801.99
Savings Account	
b. Cash on Hand	
<b>c. Total Fund Balance</b>	<b>\$ 73,603.02</b>
d. Accounts receivable	
e. Accounts payable	
<b>f. Total Funds Available</b>	

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

a. List of all Bank Accounts:	
Equipment Account	
Checking Account	\$ 28,239.79
Certificate of Deposit	\$ 52,960.63
Savings Account	
b. Cash on Hand	
<b>c. Total Fund Balance</b>	<b>\$ 81,200.42</b>
d. Accounts receivable	
e. Accounts payable (roadside spraying - uncleared)	\$ 3,810.00
<b>f. Total Funds Available</b>	<b>\$ 77,390.42</b>

**3. SUMMARY**

a. Beginning-of-year fund balance	\$ 73,603.02
b. Plus Total Receipts (from receipt summary - sheet 1)	\$ 17,092.68
c. Minus Total Expenditure (from expense summary)	\$ 13,305.28
d. Must Equal End of the Year Fund Balance (2 f)	<u>\$ 77,390.42</u>

**Clover Conservation District**  
**USE OF STATE APPROPRIATED MONEY**  
**Fiscal Year 2018**

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Amount of State Appropriated Money:	\$ 4,542.86
Match: Elko County	<u>\$ 5,000.00</u>
Total received	\$ 9,542.86
Money Spent: excludes expenditures reported on FY 2017 report	\$ 10,164.03

*This report was approved at the Clover CD meeting held September 6, 2018.*