

**ANNUAL PLAN OF WORK
JIGGS CONSERVATION DISTRICT
Fiscal Year 2018**

The following constitutes the Jiggs 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 in resource planning and program implementation.
- B. Cooperate and support the Humboldt Watershed CWMA.
- C. Continue cooperation with the NRCS on the snow survey program.
- D. Encourage the USFS to support the NRCS soil surveys.
- E. Continue a noxious weed control assistance program.
- F. Continue and increase noxious weed control efforts within the district boundaries.
- G. Continue cooperation with other groups and agencies on a rehabilitation project in the South Fork Watershed.
- H. Manage the district equipment program for benefit of cooperators in implementing conservation practices.
- I. Assist NRCS on outreach programs to ensure that all land users are aware of available assistance.
- J. Continue cooperation with all agencies on water quality problems when identified within the District.
- K. Assist Public Land agencies with fire prevention and fire rehabilitation issues.
- L. Cooperate and coordinate with the Jiggs and Ten Mile Volunteer Fire Departments on fire related issues.
- M. Monitor the biological control project of Leafy Spurge and Canadian Thistle along the Ten Mile Creek, South Fork River and the Ruby Mountains.
- N. Continue to participate as coordinating agency with the BLM, Forest Service, NRCS and other federal agencies.
- O. Cooperate with a Creeks and Communities workshop agencies are planning within the District and bring the concepts into the Plan of Work where ever possible.
- P. Collaborate with the State of Nevada Sagebrush Ecosystem Council on projects for habitat preservation and restoration.

Information and Education Program

- A. Consider participants requesting to be sponsored for attendance to the annual Nevada Youth Range Camp.
- B. If requested, consider assistance to schools within the district on conservation education.

Management and Administration

- A. Hold regular meetings to which all cooperating agencies and public are invited (in accordance with NRS 241.020-3(b)).
- B. Continue to contribute to the Elko County Association of Conservation Districts.
- C. Submit all reports and financial statements to the Nevada Division of CD's by their respective due dates.
- D. 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.
- E. Continue contact with the Elko County Commission to solicit County participation in resource management concerns.

Jiggs Conservation District:

Chris Hellwinkel – Chairman
Blake O'Donnell – Vice-Chairman
Joe Cumming – Treasurer
Tom Barnes
Peter Scott

Associate member: Simone Zaga

This Plan of Work was approved at the Jiggs Conservation District meeting held April 27, 2017.

PROPOSED BUDGET
JIGGS CONSERVATION DISTRICT
ESTIMATE OF EXPENDITURES

For the Fiscal Year 2018; July 1, 2017-June 30, 2018

| Expenditure | Amount |
|--|-----------------|
| ECACD Employee Support: wages, office supplies, postage | 1000.00 |
| Education & Information Expenses | 400.00 |
| Equipment Purchase | 0.00 |
| Equipment Expenses: maintenance, repair, operation | 400.00 |
| Dues: NvACD | 600.00 |
| Dues: NACD | 0.00 |
| Mileage | 0.00 |
| Investments (specify) | 0.00 |
| Bond and Insurance Expenses | 0.00 |
| Project Costs: | 0.00 |
| Grant #1 – Elko County Weed Cooperative Agreement | 5,300.00 |
| Grant #2 | |
| Grant #3 | |
| Other expenses: Herbicides and labor for on-farm weed treatment | 900.00 |
| Rolling Stock Permit | 200.00 |
| Donation to NDF for South Fork restoration | 200.00 |
| TOTAL EXPENSES | 9,000.00 |

PROPOSED BUDGET
JIGGS CONSERVATION DISTRICT
ESTIMATE OF RECEIPTS

For the Fiscal Year 2018

| Receipt Source | Amount |
|--|----------------|
| State Funds | 4000.00 |
| 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 | 9000.00 |

This Proposed Budget was approved at the Jiggs Conservation District meeting held on April 27, 2017.

**JIGGS CONSERVATION DISTRICT
ANNUAL REPORT
2018 FISCAL YEAR**

The Jiggs Conservation District submits the following as their Annual Report for the period of July 1, 2017 through June 30, 2018.

PLANNING FOR SERVICE

The District continued its efforts to provide adequate technical assistance to meet cooperators' needs. Agency personnel were regularly invited to District meetings in order to enlist assistance from all agencies relevant to District operations.

- A. Identify and prioritize Resource Concerns within the District in order to coordinate with the NRCS in resource planning and program implementation.
- B. Continued support for the NRCS Snow Survey program and Soil Survey program.
- C. In cooperation with the US Forest Service, and BLM the District continued a noxious weed control program.
- D. Continued and increased noxious weed control efforts throughout the Jiggs Conservation District.
- E. The District continued a cost share program for the control of noxious weeds, spot spraying noxious weeds along the county roads and throughout the District.
- F. Continued to monitor the biological control program for Leafy Spurge and Canada Thistle.
- G. Managed the district equipment program for benefit of cooperators in implementing conservation practices.
- H. Continued support for the Elko County Association of Conservation Districts.
- I. Continued cooperation with all agencies on water quality problems when identified within the District.
- J. Assisted public land agencies with fire prevention and fire rehabilitation issues.
- K. Cooperated and coordinated with the Jiggs and Ten Mile Volunteer Fire Departments on fire related issues.
- L. Supported and cooperated with the Humboldt Watershed CWMA. Support the Southfork of the Humboldt restoration projects.

INFORMATION PROGRAM ACTIVITIES

- A. There were no applications for sponsorship to the SRM/CES Range Camp this year.
- B. The Board of Supervisors continued with NRCS on making minorities, low income, and female land users aware of assistance available to them.
- C. Reviewed the Civil Rights policy and posted a notice in the Elko office.

MANAGEMENT AND ADMINISTRATION ACTIVITIES

- A. Held regular meeting to which all cooperating agencies and public were invited.
- B. Continued to contribute to the Elko County Association of Conservation Districts.
- C. Provided 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.
- D. The District's Financial Report and Annual Report were submitted by the due date. Required financial statements were submitted to the Nevada State Conservation Commission in relation to the state funding received.
- E. The District's Annual Plan of Work and Proposed Budget were submitted by the due date.
- F. Meeting minutes were provided to the NRCS and the Nevada Division of Conservation Districts.

Blake O'Donnell – Chairman
Joe Cumming – Treasurer
Tom Barnes
Pete Scott

This report was approved at a Jiggs Conservation District meeting held August 8, 2018.

Jiggs Conservation District Financial Report fiscal year 2018

Summary of Receipts

July 1, 2017 - June 30, 2018

| Receipt Source | Amount |
|-------------------------------------|--------------------|
| Federal Appropriation | |
| State of Nevada Grant Appropriation | \$ 4,542.86 |
| Elko County Appropriation | \$ 5,000.00 |
| State Additional Funding | |
| Grant Project | |
| Grant Match | |
| Equipment Rental | |
| Savings account dividends | \$ 13.36 |
| | |
| TOTAL RECEIPTS | \$ 9,556.22 |

Jiggs Conservation District
Summary of Expenditures

Fiscal year ending June 30, 2018

| Expenditure | Amount |
|---|---------------------|
| Education | |
| Travel (per diem - mileage) | |
| Registration - meetings | |
| | |
| Project : Noxious Weed Management | |
| Contractor Weed Spraying | \$ 12,999.66 |
| | |
| Herbicide cost share reimbursement | \$ 496.58 |
| | |
| Office Supplies/Postage | |
| | |
| Equipment purchase: drill trailer shared with Lamoille CD | \$ 2,454.32 |
| Equipment expenses: | |
| Donations: | |
| | |
| Demonstrations | |
| | |
| NDEP - Routine Maintenance Activities Permit (formerly Rolling Stock Permit) | \$ 200.00 |
| | |
| Dues (NvACD) - 2017 dues claimed on the 2017 report | \$600.00 |
| Dues (ECACD) clerical fund 2018 | \$ 1,000.00 |
| | |
| Bank Fees - | \$ - |
| | |
| TOTAL Expenditures | \$ 17,750.56 |

Jiggs Conservation District
Financial Summary

Fiscal year ending June 30, 2018

1. BEGINNING OF THE YEAR FUND BALANCE:

| | |
|---------------------------------|---------------------|
| a. List of all Bank Accounts: | |
| Equipment Account (Savings) | \$ 8,106.88 |
| Checking Account | \$ 25,627.50 |
| Certificate of Deposit | |
| b. Cash on Hand | |
| c. Total Fund Balance | \$ 33,734.38 |
| d. Accounts receivable | |
| e. Accounts payable: | |
| f. Total Funds Available | \$ 33,734.38 |

2. END OF THE YEAR FUND BALANCE

| | |
|---------------------------------|---------------------|
| a. List of all Bank Accounts: | |
| Equipment Account (Savings) | \$ 13,120.24 |
| Checking Account | \$ 12,419.80 |
| Certificate of Deposit | |
| b. Cash on Hand | |
| c. Total Fund Balance | \$ 25,540.04 |
| d. Accounts receivable | |
| e. Accounts payable | |
| f. Total Funds Available | \$ 25,540.04 |

3. SUMMARY

| | |
|--|---------------------|
| a. Beginning-of-year fund balance | \$ 33,734.38 |
| b. Plus Total Receipts (from receipt summary on sheet 1) | \$ 9,556.22 |
| c. Minus Total Expenditure (from expense summary) | <u>\$ 17,750.56</u> |
| d. Must Equal End Funds Available Balance (2 f) | <u>\$ 25,540.04</u> |

Jiggs Conservation District
USE OF STATE APPROPRIATED MONEY
Fiscal year 2018

| | | |
|-------------------------------------|----------------|--------------------|
| Amount of State Appropriated Money: | | \$ 4,542.86 |
| Elko County Funding | | <u>\$ 5,000.00</u> |
| | Total received | \$ 9,542.86 |
| Total Money Spent: | | \$ 17,150.56 |

List of assets and value

| | |
|---|-------------|
| Rangeland drill (shared with Lamoille CD) | \$40,000.00 |
| Drill trailer (shared with Lamoille CD) | \$10,000.00 |

This report was approved at the Jiggs Conservation District meeting held August 8, 2018.