

**ANNUAL WORK PLAN**  
**STILLWATER CONSERVATION DISTRICT**  
**JULY 1, 2016 – JUNE 30, 2017**

**Objective 1: Provide quality service to our Conservation District members and conservation partners.**

Goal 1: Carryout Administrative Procedures.

Action Item 1: Hold District Board meetings at least once per quarter. Special meetings will be held as necessary.

Action Item 2: Meetings will be held in accordance with Nevada Open Meeting Laws.

Action Item 3: Meeting minutes will be submitted to the Conservation Commission quarterly.

Goal 2: Set Goals and Measure Accomplishments.

Action Item 1: Annual work plan will be developed each spring and submitted to the Conservation Commission by June 1.

Action Item 2: Annual work plan will be reviewed periodically at Board meetings.

Action Item 3: Annual report will be prepared and submitted to the Conservation Commission by September 1.

Goal 3: Manage Equipment Program and Finances to Fund District Activities.

Action Item 1: Develop an annual budget for submission with annual work plan by June 1.

Action Item 2: Annual summary of income and expenditures will accompany annual report.

Action Item 3: District will review cooperator dues and equipment rental rates annually.

Action Item 4: Equipment program will be reviewed and status of equipment repair and maintenance will be determined.

Action Item 5: Equipment will be replaced as funds allow.

Action Item 6: Spend \$2,000.00 for the noxious weed program.

**Objective 2: Support a strong conservation partnership with District cooperators, conservation partners, elected officials, agencies, and groups in order to provide technical assistance and information on conservation issues.**

Goal 1: Develop Strong Working Relationships with Organizations and Agencies.

Action Item 1: Work with US Fish & Wildlife Service and Conservation District biologist to improve wildlife habitat, prevent erosion, and control weeds on private lands and on lands in the Stillwater area acquired by Fish & Wildlife Service.

Action Item 2: Work with and support Churchill County Cooperative Weed Management Area.

Action Item 3: Maintain regular contact with government agencies and elected officials.

Action Item 4: Represent the District at meetings. Participation in NvACD, Pacific Region, and NACD annual meetings is encouraged.

Goal 2: Develop a Strong Conservation Education and Information Program.

Action Item 1: Review NRCS conservation farm plans for approval, ensuring provisions of Farm Bills are met.

Action Item 2: Work with landowners preparing to transfer water rights to other uses, encouraging conversion of less productive, more salt-affected soils in order to protect prime and important farm lands.

Action Item 3: Support Ag in the Classroom -and provide publications for teachers and students.

Action Item 4: Sponsor one high school student to Nevada Youth Range Camp.

Action Item 5: Sponsor the NACD poster contest with Lahontan Conservation District.

Action Item 6: Submit news articles and press releases on items of special interest to local newspaper.

Goal 3: Provide Technical Guidance Concerning Conservation.

Action Item 1: Work with US Fish and Wildlife Service to re-vegetate property(s) in Stillwater.

**BUDGET**  
**STILLWATER CONSERVATION DISTRICT**  
**ESTIMATE OF EXPENDITURES**

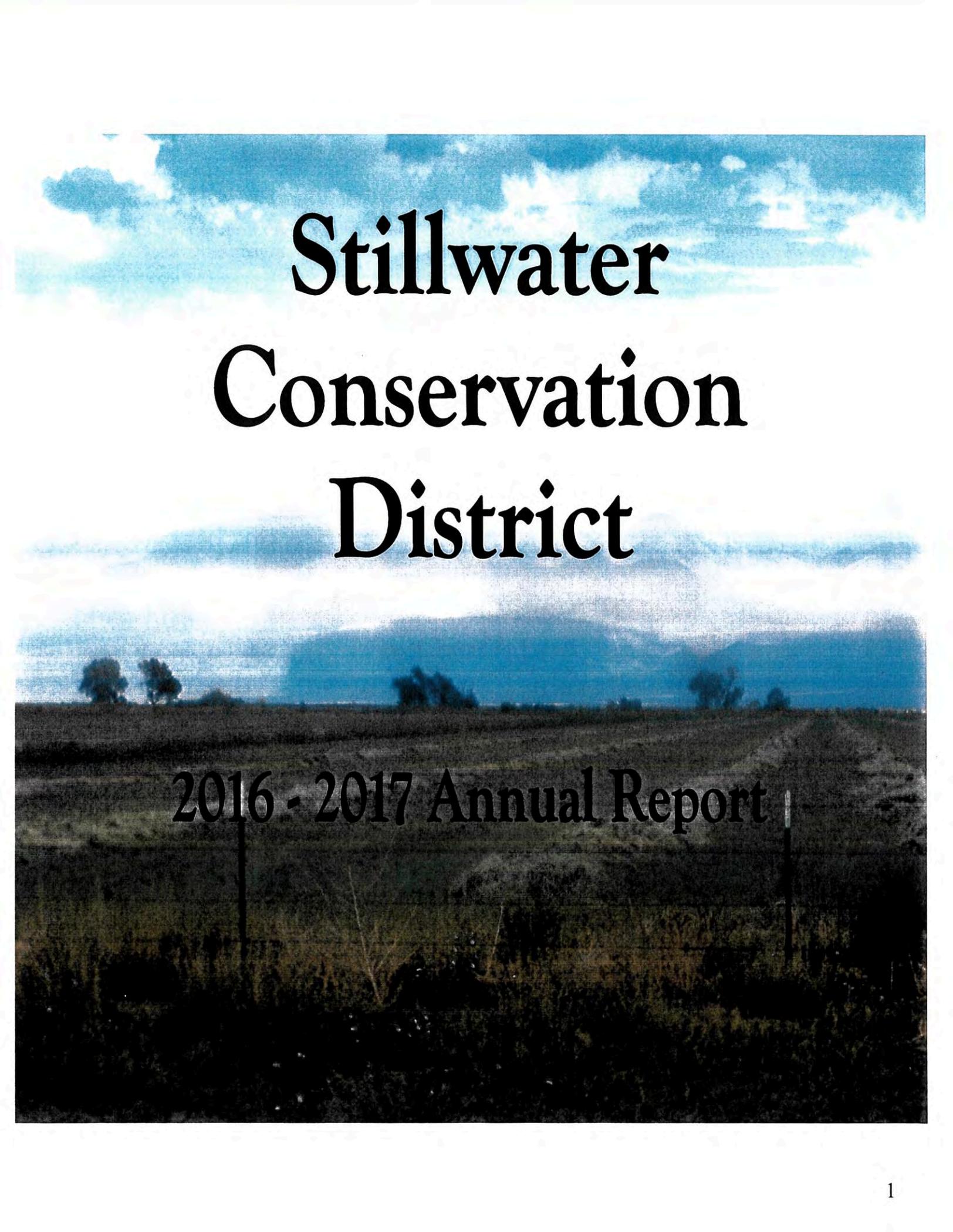
For Fiscal Year Ending June 30, 2017

<b>EXPENDITURE</b>	<b>PROPOSED AMOUNTS FOR 2016-2017</b>
Employee Salary	\$1,500.00
General Liability, Workers Comp Insurance. Auto Liability Insurance	\$1,300.00
Travel expenses	\$1,000.00
Postage	\$100.00
Office Supplies	\$50.00
Annual Audit	\$450.00
Annual Barbecue/Christmas Dinner	\$500.00
Education & Information Expenses	\$450.00
Ag in the Class Room	\$200.00
Noxious Weeds Program (State Funding)	\$2,000.00
Equipment Purchases	\$0.00
Equipment Expenses (maintenance, repair, operation)	\$1,500.00
Dues (NACD) - October	\$750.00
Dues (NvACD) - May	\$600.00
<b>TOTAL EXPENSES</b>	<b>\$10,400.00</b>

**BUDGET**  
**STILLWATER CONSERVATION DISTRICT**  
**ESTIMATE OF RECEIPTS**  
**For Fiscal Year Ending June 30, 2017**

<b>RECEIPT SOURCE</b>	<b>PROPOSED AMOUNTS FOR 2016-2017</b>
State funds - August	\$3,500.00
County funds - July	\$3,500.00
Cooperator dues	\$300.00
Equipment Rental	\$3,080.00
Bank Interest	\$20.00
<b><i>TOTAL INCOME</i></b>	<b>\$10,400.00</b>

**SUBMIT BY JUNE 1ST TO: DIVISION OF CONSERVATION DISTRICTS,  
901 S. STEWART STREET #5004, CARSON CITY, NV 89701  
PHONE (775) 684-2760 FAX- (775) 684-2761**



# Stillwater Conservation District

2016 - 2017 Annual Report

## **Stillwater Conservation District Mission**

*The mission of the Stillwater Conservation District is to provide technical resource and educational services to people, groups and agencies by identifying resource issues and creating programs and projects to address these issues.*



### **Board of Supervisors**

Lyle de Braga, Chairman  
Ronnie Lawrence, Vice Chairman  
Kathy Mort, Secretary/Treasurer  
Tim Lawson, Member  
Wes Viera, Member  
Pete Olsen, County Representative

### **District Staff**

Christy Sullivan, District Clerk

### **Stillwater Conservation District Office**

111 Sheckler Road  
Fallon, NV 89406  
(775)423-5124x101

### **Operation & Events**

The board members met every other month this year to discuss programs and conservation concerns. Meetings were held in the conference room at the Agricultural Service Center, 111 Sheckler Road in Fallon, Nevada.



The District complied with the requirements of the Conservation Commission by submitting agendas, minutes, budgets and annual reports.

Stillwater Conservation District had seventeen dues paying cooperators involved in District programs.

The Stillwater Conservation District joined with the Lahontan Conservation District to put on the Annual Summer Barbeque and the Christmas dinners.



### **District Programs**

The district has continued to manage a successful Equipment Rental Program. Ronnie Lawrence is the Equipment Manager, who takes care of the maintenance and repairs. The District Rental Equipment includes a No-Till Drill, Dump Truck, Backhoe, and Grader. The No-Till Drill is a conservation tool that allows farmers to replant without working the ground, which saves labor, fuel, and water.



The district used \$2,000.00 of the State's Funding for the Noxious Weed Program. Seventeen landowners received two and a half gallons of 2,4-D Broadleaf Herbicide and two and a half gallons of AquaMaster herbicide. They also received one gallon of surfactant. Noxious weeds that were treated included: Russian knapweed, puncture vine and perennial pepperweed.

### **Education**



The district has continued the goal of educating students about the importance of conserving natural resources in Nevada. This year Stillwater Conservation District sponsored one student to attend the Camp at the Forest Service Big Creek Campground held in June.



The district also was active in supporting Ag in the Class in Churchill County, by allowing the District Conservation Specialist to speak at Ag day at the local schools and purchasing conservation workbooks from NACD.

Stillwater Conservation District worked with the

Lahontan Conservation District to put on the annual poster contest in Churchill County that had 9 students that went on to the state contest.

Stillwater Conservation District received \$4,000.00 from the State of Nevada and \$3,500.00 from Churchill County to help in conservation practices.

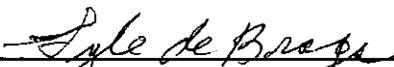


**FINAL FINANCIAL REPORT  
STILLWATER CONSERVATION DISTRICT  
USE OF STATE APPROPRIATED MONEY**

For Fiscal Year Ending June 30, 2017

***AMOUNT OF STATE APPROPRIATED MONEY*** **\$4,000.00**

<b>MONEY SPENT:</b>	<b>AMOUNT</b>
Noxious Weed Program	\$1,996.88
Equipment Expense	\$4,170.46
Donations & Education	
Awards	\$397.65
Dues (NACD & NvACD)	\$900.00
Employee wages	\$2,618.00
Annual Auddit	
Workers Comp Insurance (Supervisors)	
<b><i>TOTAL FUNDS SPENT:</i></b>	<b>\$10,082.99</b>
<b><i>AMOUNT OF STATE APPROPRIATED MONEY</i></b>	<b>\$4,000.00</b>
<b><i>SCD's EXPENDITURES</i></b>	<b>\$6,082.99</b>

  
Lyle de Braga, Chairperson  
Stillwater Conservation District

9/28/2017  
Date

**FINAL FINANCIAL REPORT  
STILLWATER CONSERVATION DISTRICT  
SUMMARY OF RECEIPTS  
AND EXPENDITURES**

For Fiscal Year Ending June 30, 2017

<b>RECEIPT SOURCE</b>	<b>AMOUNT</b>
Misc	\$363.63
State Appropriated Funds	\$4,000.00
Churchill County Funds	\$3,500.00
Dues Collected	\$258.00
Equipment Rental	\$3,997.30
Sold Equipment	\$0.00
Barbecues and Dinners	\$0.00
Bank Interest	\$50.26
Misc Donation	\$25.00
<b>TOTAL INCOME</b>	<b>\$12,194.19</b>

<b>EXPENDITURE</b>	<b>AMOUNT</b>
Employee Wages (Gross)	\$2,618.00
Insurance (Workers Comp, General Liability, Auto Liability)	\$0.00
Travel & Meetings	\$953.48
Postage	\$120.20
Office Supplies	\$0.00
Annual Audit	
Annual Barbecue/Christmas Dinner	\$299.70
Donations & Education	\$0.00
Noxious Weeds Program	\$1,996.88
Equipment Purchases	\$0.00
Equipment Expenses (maintenance, repair, operation)	\$4,170.46
Awards	\$397.65
Dues (NACD)	\$200.00
Dues (NvACD)	\$700.00
<b>TOTAL EXPENSES</b>	<b>\$11,456.37</b>

<b>BEGINNING BALANCE</b>	<b>\$23,177.12</b>
<b>PLUS RECEIPTS</b>	<b>\$12,194.19</b>
<b>LESS EXPENDITURES</b>	<b>\$11,456.37</b>
<b>ENDING BALANCE</b>	<b>\$23,914.94</b>

**FINAL FINANCIAL REPORT  
STILLWATER CONSERVATION DISTRICT  
SAVINGS ACCOUNT SUMMARY**

**For Fiscal Year Ending June 30, 2017**

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<b>RECEIPT SOURCE</b>	<b>AMOUNT</b>
<b><i>TOTAL INCOME</i></b>	<b>\$0.00</b>

<b>EXPENDITURE</b>	<b>AMOUNT</b>
<b><i>TOTAL EXPENSES</i></b>	<b>\$0.00</b>

<b><i>BEGINNING BALANCE</i></b>	<b>\$25.00</b>
<b><i>PLUS RECEIPTS</i></b>	<b>\$0.00</b>
<b><i>LESS EXPENDITURES</i></b>	<b>\$0.00</b>
<b><i>ENDING BALANCE</i></b>	<b>\$25.00</b>

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