

ANNUAL WORK PLAN
STILLWATER CONSERVATION DISTRICT
JULY 1, 2017 – JUNE 30, 2018

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 RECEIPTS
For Fiscal Year Ending June 30, 2018

RECEIPT SOURCE	PROPOSED AMOUNTS FOR 2017-2018
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
<i>TOTAL INCOME</i>	\$10,400.00

**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**

BUDGET
STILLWATER CONSERVATION DISTRICT
ESTIMATE OF EXPENDITURES

For Fiscal Year Ending June 30, 2018

EXPENDITURE	PROPOSED AMOUNTS FOR 2017-2018
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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
<i>TOTAL EXPENSES</i>	\$10,400.00

Stillwater Conservation District



2017 - 2018 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.



Lyle de Braga, Chairman
Ronnie Lawrence, Vice Chairman
Kathy Mort, Secretary/Treasurer
Sharon Harper, 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.



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 \$1,996.88 of the State's Funding for the Noxious Weed Program. Sixteen landowners received two and a half gallons of 2,4-D Broadleaf Herbicide and two and a half gallons of AquaMaster herbicide. Noxious weeds that were treated included: 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 three youths to attend the Nevada Youth Range Camp which was located at the Smith Creek Ranch held in June.

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

For Fiscal Year Ending June 30, 2018

RECEIPT SOURCE	AMOUNT
Misc	\$0.00
State Appropriated Funds	\$4,542.86
Churchill County Funds	\$3,500.00
Dues Collected	\$255.00
Equipment Rental	\$6,298.66
Barbecues and Dinners	\$0.00
Bank Interest	\$55.20
Misc Donation	\$60.00
<i>TOTAL INCOME</i>	\$14,711.72
EXPENDITURE	
AMOUNT	
Employee Wages (Gross)	\$3,825.00
Insurance (Workers Comp, General Liability, Auto Liability)	\$0.00
Travel & Meetings	\$271.82
Postage	\$13.90
Office Supplies	\$300.11
Annual Audit	\$0.00
Donations & Education	\$93.37
Noxious Weeds Program	\$1,996.88
Awards	\$60.00
Equipment Expenses (maintenance, repair, operation)	\$6,432.90
Awards	
Dues (NACD)	\$200.00
Dues (NvACD)	\$600.00
<i>TOTAL EXPENSES</i>	\$13,793.98
<i>BEGINNING BALANCE</i>	\$23,914.94
<i>PLUS RECEIPTS</i>	\$14,711.72
<i>LESS EXPENDITURES</i>	\$13,793.98
<i>ENDING BALANCE</i>	\$24,832.68

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

For Fiscal Year Ending June 30, 2018

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

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

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

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

For Fiscal Year Ending June 30, 2018

AMOUNT OF STATE APPROPRIATED MONEY **\$4,542.86**

MONEY SPENT:	AMOUNT
Noxious Weed Program	\$1,996.88
Equipment Expense	\$6,432.90
Donations & Education	\$93.37
Awards	\$60.00
Dues (NACD & NvACD)	\$800.00
Employee wages	\$3,825.00
Annual Auddit	
Workers Comp Insurance (Supervisors)	
<i>TOTAL FUNDS SPENT:</i>	\$13,208.15
<i>AMOUNT OF STATE APPROPRIATED MONEY</i>	\$4,542.86
<i>SCD's EXPENDITURES</i>	\$8,665.29


Lyle de Braga, Chairperson

Stillwater Conservation District

9-21-18
Date

