

AGENDA
Board of Directors Regular Meeting
Tulsa County Conservation District
6660 S. Sheridan Rd. Suite 120
Tulsa, OK 74133
August 9, 2018 - 4:00 PM

1. Meeting called to order
2. Roll Call
3. Consider, Discuss, and Take possible action on the following agenda items:
4. Consideration of Consent Agenda:
 - A. Approval of Minutes from the July 12, 2018 Regular Meeting
 - B. Approval of Financial Statements & District Budget for Period Ending July 31, 2018
 - C. Review of TACF Financials for Periods Ending in July 31, 2018
 - D. Approval of District Reimbursement Claims and Payment of Bills Owed by the District
 - E. Approval of District Employee Timesheet & Leave Records for the Month of July 2018
5. Consideration of and Possible Action on Items to be Removed Consent Agenda
6. Cost Share Program Year 19
 - A. Discussion and Possible Approval of a New Application Period – September 10, 2018
 - B. Proposed Executive Session:

Vote in open session to enter Executive Session, as authorized by Title 25 O.S. Section 307 (B) (7), to discuss and review the conservation plans for Ron Clark. If the executive session is approved, designate in open session the person keeping minutes.

 1. Return to open session and establishment of quorum. Take any action or entertain a motion related to executive session described above.
7. Discussion and/or Possible Action on the Following District Operation Items:
 - C. Discussion and Approval of District Conservationist Agency Report
 - D. Discussion and Approval of the NRCS Farm Bill Performance Worksheet
 - E. Discussion of the TCCD Monthly Activities and Outreach Report
 - F. Discussion and Approval of FY – 2018 Annual Report
 - G. Discussion and Approval of FY – 2019 Financial Request from TACF
 - H. Board Member Recruitment
8. New Business:
9. Public Comments:
10. Adjourn:

Next regularly scheduled meeting is September 13, 2018 at the Tulsa County Conservation District Office: 6660 South Sheridan Rd, Suite 120 Tulsa, OK 74133.



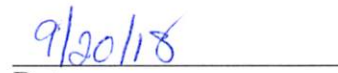
Tulsa County Conservation District
6660 S. Sheridan Road Suite 120 Tulsa, Oklahoma 74133
918-877-9566 Fax: 1-855-421-7632 E-Mail: Tulsaccd@conservation.ok.gov

STATEMENT OF APPROVAL OF MINUTES

I certify that the minutes of the meeting of the Tulsa County Conservation District Board of Directors held on **August 9, 2018** were approved as written by a vote in the **Regular Meeting** of the Board of Directors held **September 13, 2018**



Chair, Board of Directors



Date

Attest:



**Minutes
Tulsa County Conservation District
6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74107
Regular Board Meeting**

Date: August 9, 2018
Time: 4:00 PM

Members Present: Jana Black, Vice Chairwoman
John Beasley, Member
Tom Tolbert, Member

Members Absent: Zach Kilburn, Treasure

Others Present: Gabrael Parker, District Secretary
Cleon Bradford, Acting District Conservationist

1. Meeting Called to Order:

Vice-Chair, Jana Black called the meeting to order at 4:04 PM. She noted this was a regular meeting and held in compliance with the Open Meeting Act, Title 25 of the Oklahoma Statutes, Section 301 and following, as amended. Notice of this meeting is on file with the county clerk's office. The agenda for this meeting was posted on August 8, 2018 in the front window 6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133

2. Roll Call

3. Consider, Discuss, and Take possible action on the following agenda items:

4. Consideration of Consent Agenda:

- A. Approval of Minutes from the July 12, 2018 Regular Meeting
- B. Approval of Financial Statements & District Budget for Period Ending July 31, 2018
- C. Review of TACF Financials for Periods Ending in July 31, 2018
- D. Approval of District Reimbursement Claims and Payment of Bills Owed by the District
- E. Approval of District Employee Timesheet & Leave Records for the Month of July 2018

John Beasley made a motion to approve the consent agenda with the correction to the minutes to reflect Jana Black called the meeting to order instead of Melissa Gray. Tom Tolbert 2nd the motion. Nays: None. The motion carries.

5. Consideration of and Possible Action on Items to be Removed Consent Agenda

6. Cost Share Program Year 19

**A. Discussion and Possible Approval of a New Application Period –
September 10, 2018**

Gabriel Parker said she had a better idea of how much money we have from program year 18 to roll over to program year 19. She said we will have approximately \$20,000 to roll over. She said she has a few potential participants. If we opened the application period, we could potentially spend most of the money faster than in previous years. Gabriel suggested we open the application period until close of business on Monday September 10, 2018. The board agreed and said if we had the applicants we should open it. John Beasley made a motion to approve a new application period ending on September 10, 2018 at 5PM. Tom Tolbert 2nd the motion. Nays: None. The motion carries.

B. Proposed Executive Session:

Vote in open session to enter Executive Session, as authorized by Title 25 O.S. Section 307 (B) (7), to discuss and review the conservation plans for Ron Clark. If the executive session is approved, designate in open session the person keeping minutes.

John Beasley made a motion to enter Executive Session to discuss Ron Clark's conservation plan, with all staying and Gabriel Parker taking minutes. Tom Tolbert 2nd the motion. Nays: None. The motion carries.

Entered Executive Session at 4:13 PM

1. Return to open session and establishment of quorum. Take any action or entertain a motion related to executive session described above.

Exited Executive Session at 4:26 PM

John Beasley made a motion to approve Ron Clark's conservation plan. Tom Tolbert 2nd the motion. Nays: None. The motion carries.

7. Discussion and/or Possible Action on the Following District Operation Items:

A. Discussion and Acceptance of District Conservationist Agency Report

CSP – Cleon Bradford said Tulsa did not have any new CSP or renewals. As far as the team was concerned, the team had 52 new pre-approved CSP applications. Thirty four of which were in Muskogee County. The team also had 18 renewals.

EQIP – Cleon said all producers have received notification about being out of contract compliance. The producer is considered out of compliance if they have not initiated their practice within the first twelve months of the contract. Initiation can include calling to check product pricing or even contacting a contractor. They just need to start the practice within the first twelve months. If the producer does not meet the deadline stated on the

letter, the producer can be fined and or subject to contract termination. Sometimes, cost can be a challenge we try to work with them on that. Cleaon said Team 17 has approximately 35 contracts obligated

State CSP – Cleaon said ranking for all cost share applications have been completed. The next step is to complete all of the conservation plans for the cost share practices.

Outreach- Cleaon said that he attended the CSP Enhancement training last month. Gabrielael said she included the survey that we had available for the last Locally Led Meeting last year. Also, she emailed Corey Williams with Sustainable Tulsa about the topic for October. She has yet to respond. Gabrielael said she would follow-up with her.

John Beasley made a motion to approve the District Conservationists Agency Report. Tom Tolbert 2nd the motion. Nays: None. The motion carries

B. Approval of the NRCS Farm Bill Performance Worksheet

After a brief discussion, John Beasley made a motion to approve the NRCS Farm Bill Performance Worksheet. Tom Tolbert 2nd the motion. Nays: None. The motion carries.

C. TCCD Monthly Activities and Outreach Report

Gabriael Parker said it was not as slow as last month. Gabrielael said she set up a table at the 1st Thursdays. It was a water quality session. Corey asked if I could bring the Enviroscape. It was fun. She also helped weed at the meadow. Besides the spiders she sat with, it was a very nice morning. Jean Lemmon also helped that morning. Gabrielael attended the NRCS Team 17 Teleconference. They briefly went over CSP and EQIP needs as well as state CSP needs. Cleaon told anyone if they needed special or additional training, to let him know. She said other than those few things, the month in outreach was slow. She will have two events next month. No further action needed to be taken at this time.

D. Discussion and Approval of FY – 2018 Annual Report

Gabriael Parker said she had less to put in the report this year due to budget and travel limitations. She said if her travel was not necessary, she would not attend meeting or event. Gabrielael also said she was looking to change the format of next year's report. John Beasley agreed a new look would be nice. John Beasley made a motion to approve the Annual Report for FY - 2048. Tom Tolbert 2nd the motion. Nays: None. The motion carries.

E. Discussion of FY – 2019 Financial Request from TACF

The board decided to table this agenda item until the next board meeting. No further action needed to be taken at this time.

E. Board Member Recruitment

The board said they would like to have an urban agriculture producer on the board. It would be great to have the perspective of an urban farmer on the board. John suggested contacting the Urban Farming Guild of Tulsa to see if anyone from that group might be interested.

Gabriel said she would email them Friday morning. The board said they would continue to look for someone to fill Melissa Gray's position. No further action needed to be taken at this time.

8. New Business:

None

9. Public Comments:

None

10. Adjourn:

Meeting Adjourned at 5:14 PM

Next regularly scheduled meeting is September 13, 2018 at the Tulsa County Conservation District Office: 6660 South Sheridan Rd, Suite 120 Tulsa, OK 74133.

12:21 PM
08/03/18
Accrual Basis

Tulsa County Conservation District
Profit & Loss
July 2018

	<u>Jul 18</u>
Income	
Interest Income	0.19
OCC General Exp Reimbursements	139.83
OCC Salary Reimbursements	<u>2,140.33</u>
Total Income	2,280.35
Expense	
Employee Benefits	192.45
Payroll	821.21
Payroll Tax	794.64
Telephone and Internet	74.78
Travel	<u>93.48</u>
Total Expense	<u>1,976.56</u>
Net Income	<u>303.79</u>

12:18 PM
08/03/18
Accrual Basis

Tulsa County Conservastion District
Profit & Loss Detail
July 2018

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Income								
Interest Income								
Deposit	7/31/2018		Arvest	Interest Pay...		Arvest Checki...	0.17	0.17
Deposit	7/31/2018		Arvest	Interest Pay...		Arvest Special...	0.02	0.19
Total Interest Income							0.19	0.19
OCC General Exp Reimbursements								
Deposit	7/3/2018		OCC	May General ...		Arvest Checki...	139.83	139.83
Total OCC General Exp Reimbursements							139.83	139.83
OCC Salary Reimbursements								
Deposit	7/24/2018		OCC	July Salary R...		Arvest Checki...	2,140.33	2,140.33
Total OCC Salary Reimbursements							2,140.33	2,140.33
Total Income							2,280.35	2,280.35
Expense								
Employee Benefits								
Check	7/30/2018	8621	OCC	July 2018 Pr...		Arvest Checki...	192.45	192.45
Total Employee Benefits							192.45	192.45
Payroll								
Check	7/27/2018	8618	Gabriel S Parker	June 1-15th ...		Arvest Checki...	821.21	821.21
Total Payroll							821.21	821.21
Payroll Tax								
Check	7/9/2018		IRS	941 Tax Pay...		Arvest Checki...	694.64	694.64
Check	7/17/2018		OK Tax Commission	June 2018 P...		Arvest Checki...	100.00	794.64
Total Payroll Tax							794.64	794.64
Telephone and Internet								
Check	7/30/2018		COX Communicatio...	July 2018 Pa...		Arvest Checki...	74.78	74.78
Total Telephone and Internet							74.78	74.78
Travel								
Check	7/27/2018	8614	Gabriel S Parker	April 2018 Mil...		Arvest Checki...	93.48	93.48
Total Travel							93.48	93.48
Total Expense							1,976.56	1,976.56
Net Income							303.79	303.79



P O BOX 1670
LOWELL AR 72745

ADDRESS SERVICE REQUESTED

TULSA COUNTY CONSERVATION DISTRICT
6660 S SHERIDAN RD STE 120
TULSA OK 74133-1768

Statement Ending 07/31/2018

TULSA COUNTY CONSERVATION

Page 1 of 4

Customer Number

Managing Your Accounts

	24-HOUR ACCOUNT INFO (800) 601-8655 LINE
	CUSTOMER SERVICE (866) 952-9523
	MAILING ADDRESS PO BOX 799 LOWELL AR 72745
	WEBSITE www.arvest.com

Summary of Accounts

Account Type	Account Number	Ending Balance
NON-PROFIT INTEREST CHECKING		\$1,165.82
Total Current Value		\$1,165.82

NON-PROFIT INTEREST CHECKING

Account Summary

Date	Description	Amount
07/01/2018	Beginning Balance	\$862.05
	3 Credit(s) This Period	\$2,280.33
	6 Debit(s) This Period	\$1,976.56
07/31/2018	Ending Balance	\$1,165.82

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$0.17
Interest Paid Year-to-Date	\$1.16
Interest Withheld Year-to-Date	\$0.00

DORMANCY: A MONTHLY FEE WILL BEGIN IF NO ACTIVITY FOR 12 MONTHS.

Electronic Credits

Date	Description	Amount
07/03/2018	VENDOR PAYMENTS MISC REIMB TULSA COUNTY CONSERVAT	\$139.83
07/24/2018	VENDOR PAYMENTS MISC REIMB TULSA COUNTY CONSERVAT	\$2,140.33

Other Credits

Date	Description	Amount
07/31/2018	INTEREST PMT	\$0.17

Electronic Debits

Date	Description	Amount
07/09/2018	IRS USATAXPYMT TULSA COUNTY CONSERVAT	-\$694.64
07/17/2018	TAX PAYMENTS OK TAX PMT	-\$100.00
07/30/2018	COX COMM TUL BANK DRAFT Tulsa County Conservat	-\$74.78



Statement Ending 07/31/2018

TULSA COUNTY CONSERVATION

Page 3 of 4

Customer Number

NON-PROFIT INTEREST CHECKING

Checks Cleared

<u>Check Nbr</u>	<u>Date</u>	<u>Amount</u>	<u>Check Nbr</u>	<u>Date</u>	<u>Amount</u>	<u>Check Nbr</u>	<u>Date</u>	<u>Amount</u>
8614	07/27/2018	\$93.48	8618*	07/27/2018	\$821.21	8621*	07/30/2018	\$192.45

* Indicates skipped check number

Daily Balances

<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
06/30/2018	\$862.05	07/17/2018	\$207.24	07/30/2018	\$1,165.65
07/03/2018	\$1,001.88	07/24/2018	\$2,347.57	07/31/2018	\$1,165.82
07/09/2018	\$307.24	07/27/2018	\$1,432.88		



P O BOX 1670
LOWELL AR 72745

Statement Ending 07/31/2018

TULSA COUNTY CONSERVATION

Page 1 of 2

Customer Number

ADDRESS SERVICE REQUESTED

TULSA COUNTY CONSERVATION DISTRICT
6660 S SHERIDAN RD STE 120
TULSA OK 74133-1768

Managing Your Accounts

	24-HOUR ACCOUNT INFO (800) 601-8655 LINE
	CUSTOMER SERVICE (866) 952-9523
	MAILING ADDRESS PO BOX 799 LOWELL AR 72745
	WEBSITE www.arvest.com

Summary of Accounts

Account Type	Account Number	Ending Balance
NON-PROFIT INTEREST CHECKING		\$83.47
Total Current Value		\$83.47

NON-PROFIT INTEREST CHECKING

Account Summary

Date	Description	Amount
07/01/2018	Beginning Balance	\$83.45
	1 Credit(s) This Period	\$0.02
	0 Debit(s) This Period	\$0.00
07/31/2018	Ending Balance	\$83.47

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$0.02
Interest Paid Year-to-Date	\$0.18
Interest Withheld Year-to-Date	\$0.00

DORMANCY: A MONTHLY FEE WILL BEGIN IF NO ACTIVITY FOR 12 MONTHS.

Other Credits

Date	Description	Amount
07/31/2018	INTEREST PMT	\$0.02

Daily Balances

Date	Amount	Date	Amount
06/30/2018	\$83.45	07/31/2018	\$83.47



P O BOX 1670
LOWELL AR 72745

ADDRESS SERVICE REQUESTED

TULSA AREA CONSERVATION FOUNDATION
6660 S SHERIDAN RD STE 120
TULSA OK 74133-1768

Statement Ending 07/31/2018

TULSA AREA CONSERVATION

Page 1 of 2

Customer Number

Managing Your Accounts

	24-HOUR ACCOUNT INFO (800) 601-8655 LINE
	CUSTOMER SERVICE (866) 952-9523
	MAILING ADDRESS PO BOX 799 LOWELL AR 72745
	WEBSITE www.arvest.com

Summary of Accounts

Account Type	Account Number	Ending Balance
NON-PROFIT INTEREST CHECKING		\$1,276.12
Total Current Value		\$1,276.12

NON-PROFIT INTEREST CHECKING

Account Summary

Date	Description	Amount
07/01/2018	Beginning Balance	\$1,275.85
	1 Credit(s) This Period	\$0.27
	0 Debit(s) This Period	\$0.00
07/31/2018	Ending Balance	\$1,276.12

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$0.27
Interest Paid Year-to-Date	\$1.51
Interest Withheld Year-to-Date	\$0.00

DORMANCY: A MONTHLY FEE WILL BEGIN IF NO ACTIVITY FOR 12 MONTHS.

Other Credits

Date	Description	Amount
07/31/2018	INTEREST PMT	\$0.27

Daily Balances

Date	Amount	Date	Amount
06/30/2018	\$1,275.85	07/31/2018	\$1,276.12



P O BOX 1670
LOWELL AR 72745

ADDRESS SERVICE REQUESTED

TULSA AREA CONSERVATION FOUNDATION
6660 S SHERIDAN RD STE 120
TULSA OK 74133-1768

Statement Ending 07/31/2018

TULSA AREA CONSERVATION

Page 1 of 2

Customer Number

Managing Your Accounts

	24-HOUR ACCOUNT INFO (800) 601-8655 LINE
	CUSTOMER SERVICE (866) 952-9523
	MAILING ADDRESS PO BOX 799 LOWELL AR 72745
	WEBSITE www.arvest.com

Summary of Accounts

Account Type	Account Number	Ending Balance
BUSINESS MONEY MARKET		\$10,612.58
Total Current Value		\$10,612.58

BUSINESS MONEY MARKET

Account Summary

Date	Description	Amount
07/01/2018	Beginning Balance	\$10,607.17
	1 Credit(s) This Period	\$5.41
	0 Debit(s) This Period	\$0.00
07/31/2018	Ending Balance	\$10,612.58

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$5.41
Interest Paid Year-to-Date	\$22.20
Interest Withheld Year-to-Date	\$0.00

DORMANCY: A MONTHLY FEE WILL BEGIN IF NO ACTIVITY FOR 24 MONTHS.

Other Credits

Date	Description	Amount
07/31/2018	INTEREST PMT	\$5.41

Daily Balances

Date	Amount	Date	Amount
06/30/2018	\$10,607.17	07/31/2018	\$10,612.58

ACCOUNT ID:
FILING FREQUENCY: Quarterly

FILING PERIOD: June 30, 2018
DUE DATE: July 20, 2018
RECEIVED DATE: July 20, 2018

WTH 10001
Revised 6-2011

OKLAHOMA EMPLOYERS WITHHOLDING TAX RETURN
TAXPAYER COPY/WORKSHEET
TULSA CO CONSERVATION

	Number of Employees:	1
	----- Dollars -----	-- Cents --
1. Wages Paid		\$6,707.82
2. Tax Withheld		\$295.00
3. Interest (+)		\$0.00
4. Penalty (+)		\$0.00
5. Total Due (=)		\$295.00

April, May, June 2018

4th Quarter Report

FOR YOUR RECORDS ONLY
DO NOT MAIL

High Tunnel Farm Tour Questionnaire

1. Please rank your resource concerns from 1-6.

1: Highest

6: Lowest

	Improve Water Management and Quality
	Improve Plant Quality
	Improve Soil Quality
	Pest Management May Include Plant and or Insect Species
	Nutrient Management
	Other (Please Specify):

2. How did you learn of our event?

	Word of Mouth
	Website (Please Specify):
	Direct Mail
	Email
	Flyer
	Other (Please Specify):

3. If you would like for NRCS to contact you about your resource concern, please provide the best contact information below.

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TULSA COUNTY CONSERVATION DISTRICT
F.O. NRCS REPORT
August 9, 2018

Conservation Stewardship Program (CSP) FY18

Team 17 FY18 Applications preapproved in Team (52)

Team 17 FY18 Applications Obligation 8/31/18

Team 17 FY19 CSP Renewal Applications (18)

Team 17 FY19 CSP Renewal Application Ranking 8/30/18

Environmental Quality Incentive Program (EQIP)

Tulsa FO Contract Management- working with Farm Bill Specialist to identify contract not on schedule. Sending out non-compliance documents reminding participant of their obligations.

Team 17- FY18 EQIP Approved for Obligation (30)

State Cost Share Program

Completed Application rankings.

Conservation must be developed for all approved applications by 9/30/18

Outreach Meeting/Other

Attended training on CSP Enhancements 7/25/18

Sustainable Tulsa - 1st Thursday of Month (15 mins)

Tulsa County

Conservation District:

July-18

Month & Year

Day of Month

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31
Conservation Planning																															
Customer service toolkit data entry																															
Conservation plan maintenance																															
Assemble plan components																															
Conducts on-site inspections																															
Provide practice check out services																															
Development of plan and soil maps																															
Other: Team 17 Meeting																X															
Outreach for Farm Bill Programs																															
News Article Development																															
Outreach Activities, Earth Month Activities				H												X			X	X											
Assist with monthly outreach report				O												X			X	X											
Public presentations				L												X			X	X											
Success stories				I																											
Earth Team volunteer program				D																											
Assist with statewide media				A																											
Other: CrCk Water,				Y															X												
Administrative Assistance for Farm Bill Programs																															
Filing		X	X			X			X	X	X	X	X			X	X	X	X	X			X								X
Updating General Manual and FOTG				O																											
Receptionist		X	X	F		X			X	X	X	X	X			X	X	X	X	X			X								X
General office correspondence		X	X	F		X			X	X	X	X	X			X	X	X	X	X			X								X
Record of meeting minutes				I									X																		
Maintain office schedules		X	X	C		X			X	X	X	X	X			X	X	X	X	X			X								X
Maintain ledgers		X	X	E		X			X	X	X	X	X			X	X	X	X	X			X								X
Other: SCSP, Website Updates		X									X	X							X	X											X
Farm Bill Contracting																															
Explain and promote farm bill programs																															
Local work group coordination				C															X			X									
Complete program applications				L																											
Program application rankings				O																											
Compile and file applications				S																											
Prepare and mail form letters				E																											
Plan and contract development				D																											
Provide technical assistance																															
Update and maintain LTP-003																															
Other Farm Bill Activities:																															
NRCS Scanning/Mail																															X

Estimated number of hours all district staff worked this month assisting with Farm Bill delivery: 20 hours

I certify that the above items as marked have been accomplished according to the terms of this agreement and meet with my full satisfaction:

Conservation District Board Representative (Signature & Date)

NRCS District Conservationist (Signature & Date)

TCCD Monthly Outreach and Activities Report

July 2018



Meetings:

07/09/2018 NRCS Team 17 Teleconference
07/12/2018 TCCD Board Meeting
07/19/2018 Crow Creek Planning Meeting

Special Events:

07/16/2018 Ray Harral Nature Park Great Outdoors Camp
07/19/2018 Tulsa County Free Fair – OSU Extension
07/20/2018 Tulsa County Free Fair – OSU Extension

Holidays:

07/04/2018 4th of July - Office Closed

Upcoming Meetings

08/02/2018 Sustainable Tulsa Meeting
08/06/2018 Monarch on the Mountain @ TCCD
08/08/2018 TACF Board Morning @ OSU Extension
08/09/2018 TCCD Board Meeting

Up Coming Events:

08/03 – 08/31 Crow Creek Work Days @ 9:30 AM

Upcoming NRCS Deadlines:

08/00/2018 EQIP Submit Remaining Apps for FNM 2nd Level Review
08/30/208 CAET Due for CSP Renewals
08/31/2018 CSP sign-up 2018 App Due in FNM Inbox for 2n Level

Upcoming Holidays:

None

Side Notes:

None

Work Duties Performed:

- ❖ Assemble Agenda and Minutes for Meetings
- ❖ Answer phones
- ❖ TCCD/TACF Website Updates
- ❖ Email Correspondences
- ❖ Bill Pay/Financials Research
- ❖ NRCS/TCCD File Organization
- ❖ Office Mail
- ❖ Update Office Calendars
- ❖ Meeting Organization and Coordination
- ❖ Office Scanning
- ❖ Meeting Minutes
- ❖ State Cost-Share Program Year 18 & 19

CONSERVATION EDUCATION PROGRAM REPORT

Conservation District Tulsa County	District Number 2
Activity Number (See Choices on Back) Soil demo	Date 7/16/18
If activity is a Natural Resource Day did you use any of the TEAM RESOURCE TRUNKS? <input type="checkbox"/> YES <input type="checkbox"/> NO	
If yes: specify which ones: (i.e. pond ecology, soil, etc.)	
Number of Schools Participating N/A	

Number Reached

Preschool	_____	Grade 6	_____	Grade 12	_____
Grade 1	_____	Grade 7	_____	College	_____
Grade 2	<u>6</u>	Grade 8	_____	Teachers	_____
Grade 3	<u>6</u>	Grade 9	_____	Youth Leaders	_____
Grade 4	<u>6</u>	Grade 10	_____	Higher Ed Instructors	_____
Grade 5	_____	Grade 11	_____	Adults	_____
				Special Needs	_____

TOTAL PARTICIPANTS 18**CONSERVATION EDUCATION PROGRAM REPORT**

Conservation District Tulsa County	District Number 2
Activity Number (See Choices on Back)	Date
If activity is a Natural Resource Day did you use any of the TEAM RESOURCE TRUNKS? <input type="checkbox"/> YES <input type="checkbox"/> NO	
If yes: specify which ones: (i.e. pond ecology, soil, etc.)	
Number of Schools Participating	

Number Reached

Preschool	_____	Grade 6	_____	Grade 12	_____
Grade 1	_____	Grade 7	_____	College	_____
Grade 2	_____	Grade 8	_____	Teachers	_____
Grade 3	_____	Grade 9	_____	Youth Leaders	_____
Grade 4	_____	Grade 10	_____	Higher Ed Instructors	_____
Grade 5	_____	Grade 11	_____	Adults	_____
				Special Needs	_____

TOTAL PARTICIPANTS _____

Welcome to our OKLA-HOME-a Conservation Gardens



Plant a garden at home. Use Oklahoma native plants. Create beautiful conservation.

Conservation can be as easy as 1-2-3. One, enjoy your walk through our gardens. Two, discover how a simple garden can help conserve water, control pollution, and/or save pollinators. Three, protect precious Oklahoma resources by planting a beautiful garden to enjoy at home.



OKla-HOME-a: Rain Garden

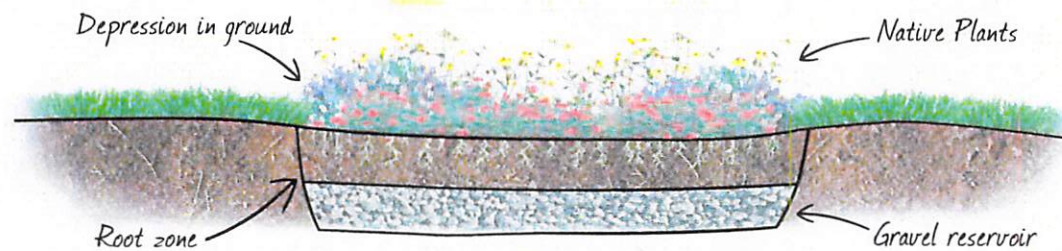
Plant a rain garden. Use native plants. Protect Oklahoma resources.

Gathering Rain

Rain is not grown in a garden, but it can be managed in one. Rain gardens are a planted depression in the ground designed to help control pollution and reduce soil erosion by gathering rainwater.

Rainwater picks-up pollutants as it flows through urban areas. Rain gardens catch and clean the rainwater before the pollution reaches local streams.

Gathering and slowing the rain also reduces a large flow of water to waterways. Less water equals less erosion.



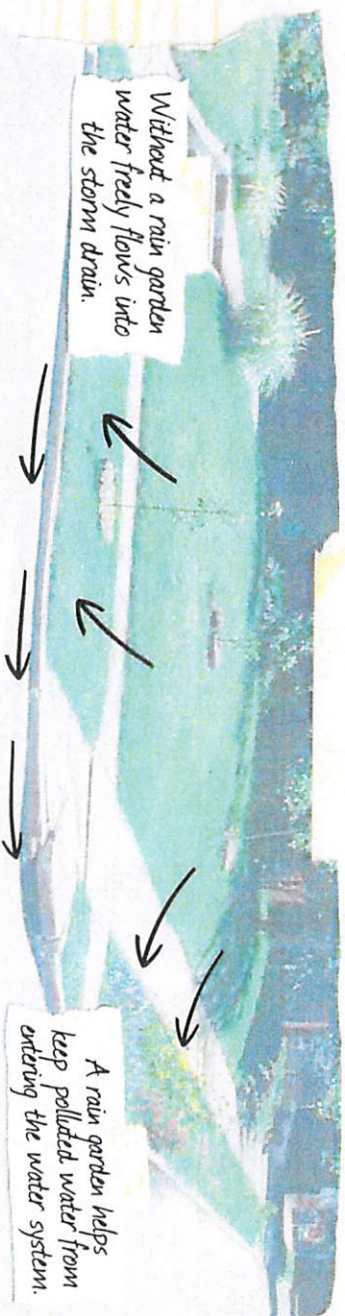
OKLA-HOME-a: Rain Garden

Plant a rain garden. Use native plants. Protect Oklahoma resources.

Cleaning Pollutants

Slow it. Spread it. Sink it!

How do rain gardens clean pollutants? Rainwater that is polluted as it flows through urban areas *slows* down in rain gardens where it *spreads* out and *sinks* into the ground. Plant roots and soil microbes use the nutrients and break down the pollutants. Cleaner water can flow through the ground to streams or groundwater aquifers.



OKla-HOME-a: Rain Garden

Plant a rain garden. Use native plants. Protect Oklahoma resources.

Protecting Resources

Rain gardens use plants native to Oklahoma. Since native Oklahoma plants tolerate wet and dry periods, watering is only needed during the most severe droughts.

Rain gardens protect precious water resources rain or shine:

No pesticides — native plants are resistant to local pests.

No fertilizers — native plants have low nutrient needs.

Less insecticides — rain gardens drain within a day, reducing mosquito populations



OKla-HOME-a: Pollinator Garden

Plant a pollinator garden. Use native plants. Protect Oklahoma resources.

Understanding Pollination

Love flowers? Enjoy eating fruits? Thank a pollinator! Fruits and seeds are produced through pollination, when the pollen from the stamen of a flower fertilizes the stigma of the same or another flower.

Animals pollinate 80-90% of all flowering plants. Pollinators deposit pollen as they move from flower to flower. Without pollinators, many of the foods humans eat would not exist. Almonds, tomatoes, beans, and apples are just a few of the foods that depend on pollinators.



Pollen is picked up from the stamen as butterflies land to collect nectar.



They then fly to another flower of the same type.



Once there, the pollen is deposited on the stigma and the flower is pollinated.

OKla-HOME-a: Pollinator Garden

Plant a pollinator garden. Use native plants. Protect Oklahoma resources.

Needing Pollinators

Fruits and vegetables are the obvious ways that we depend on pollinators, but we actually need them for much more. They provide natural fibers (cotton), meat and dairy production (clover and alfalfa), and many species of trees. Threats to pollinators are increasing throughout the world. Planting a pollinator garden helps everyone.

Attracting Pollinators

The best way to attract pollinators is to provide a nesting place along with flowers for nectar and pollen. Native plants are the best choice for pollinator gardens since both the plants and the animals are adapted to help each other and pesticides are typically not required.



OKla-HOME-a: Pollinator Garden

Plant a pollinator garden. Use native plants. Protect Oklahoma resources.



Keeping Pollinators

Pollinator gardens need a variety of nectar and pollen sources. Plant a garden with a wide range of flower shapes, sizes, colors and fragrances.

Tips:

Butterflies need flat, open flowers to land.

Hummingbirds require tubular flowers for their long beaks.

Nocturnal moths and bats are drawn to fragrant flowers.

Bees prefer blue, purple, white, and yellow flowers.

Butterflies are least attracted to blue and green flowers.



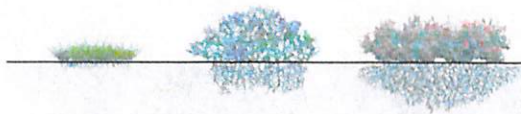
OKla-HOME-a: Water-Wise Garden

Plant a water-wise garden. Use native plants. Protect Oklahoma resources.

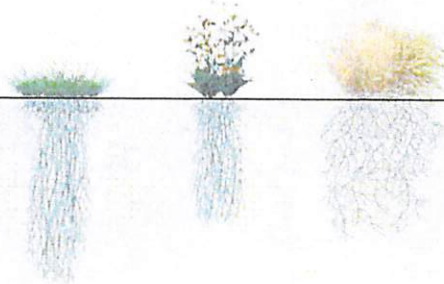
Saving Starts at Home

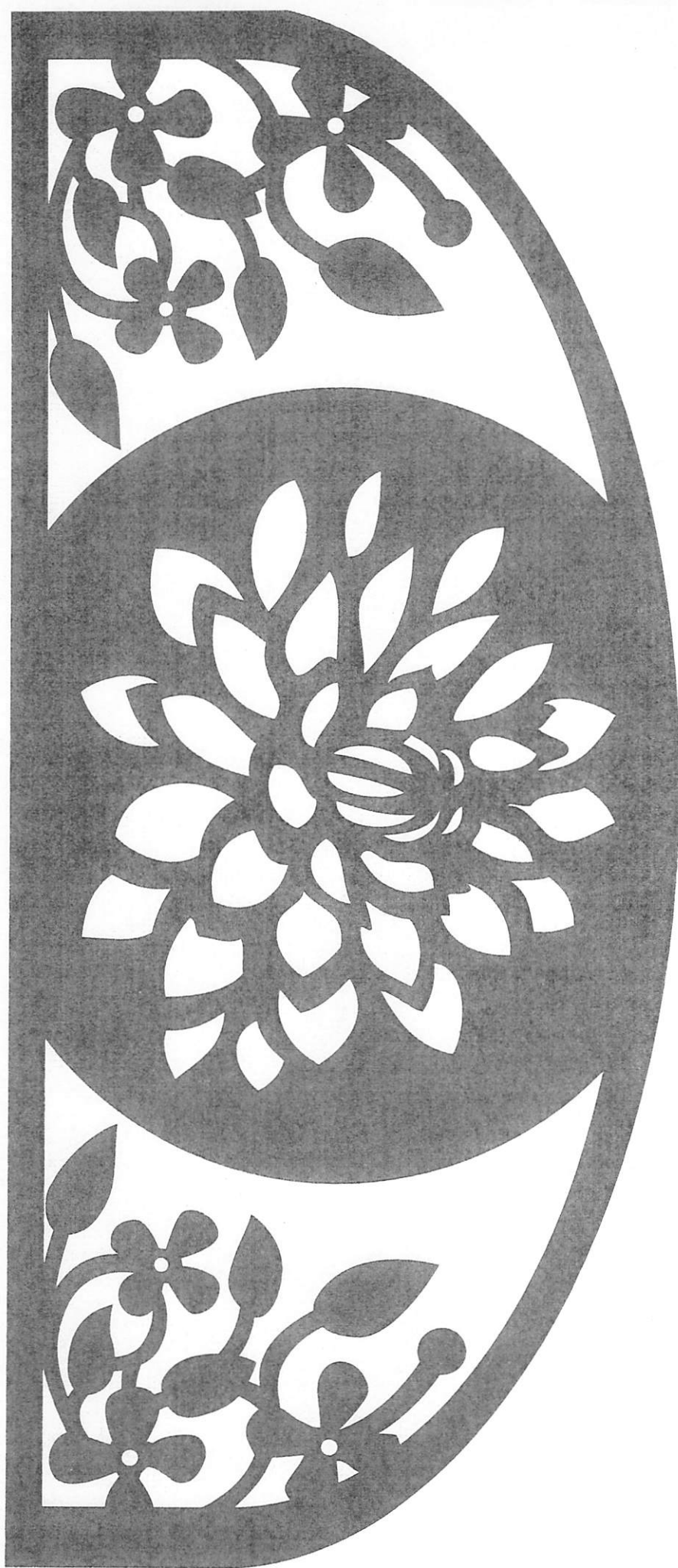
Plants native to Oklahoma are not limited to flowers. Native grasses also play a vital role in protecting Oklahoma resources by being water-wise. Having grown resilient in Oklahoma weather, native grasses are hardy with deep roots and drought tolerance. They also grow slowly, which means less time, pollution, energy and money spent mowing.

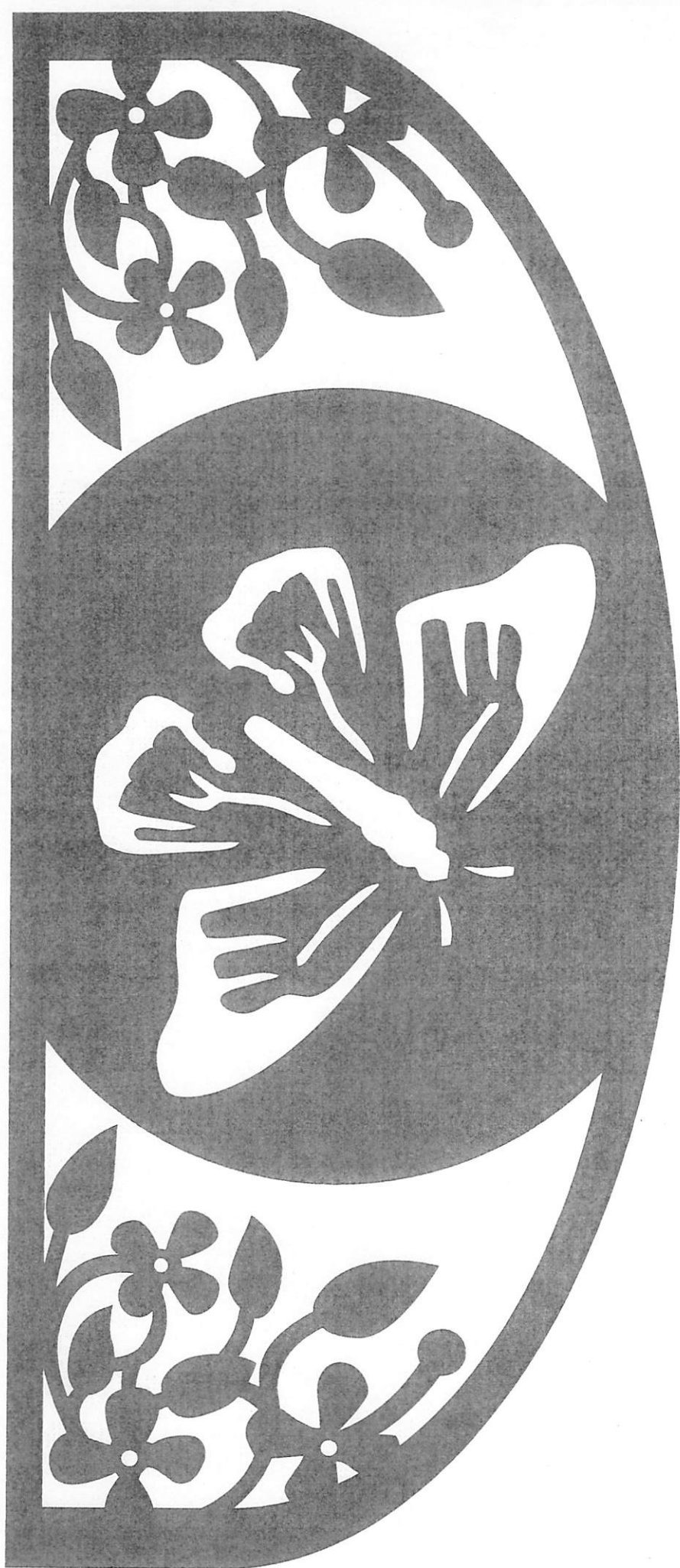
Non - Natives

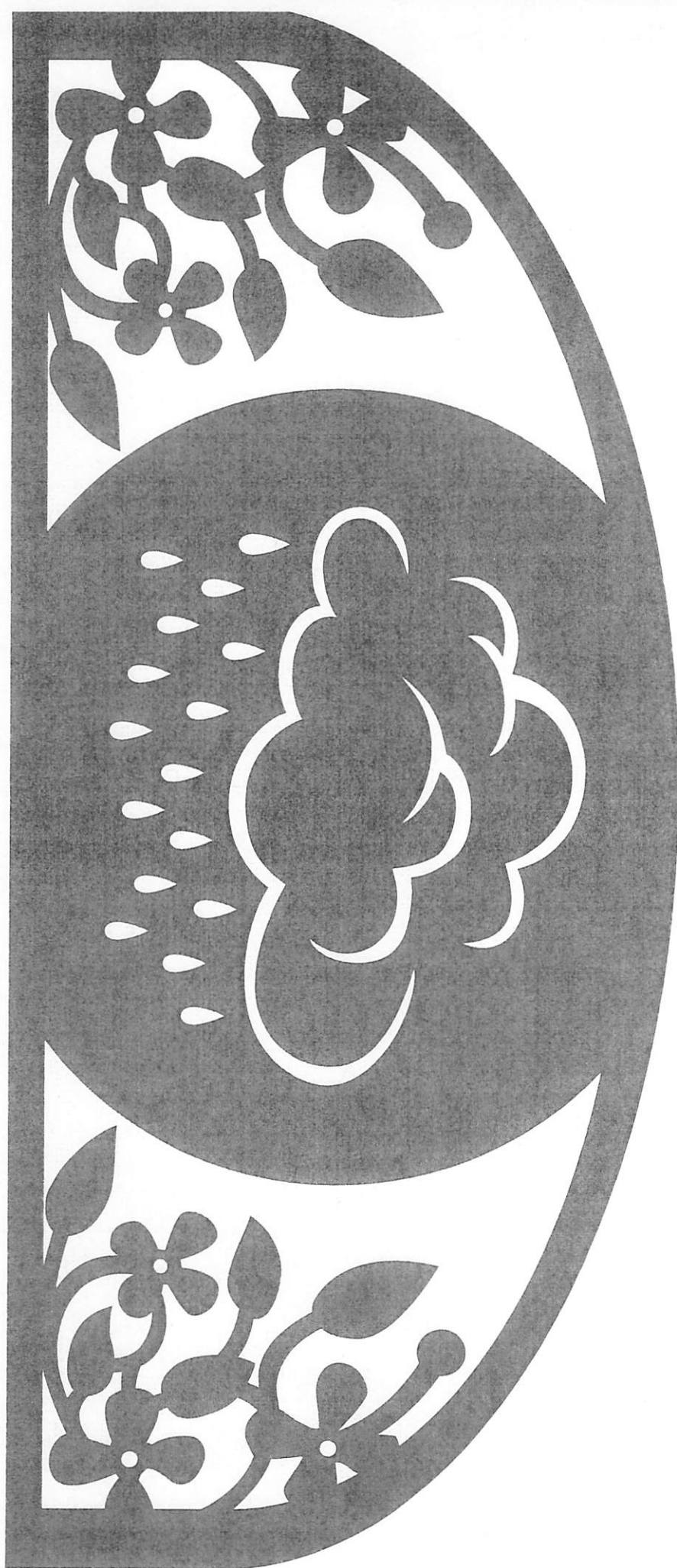


Natives











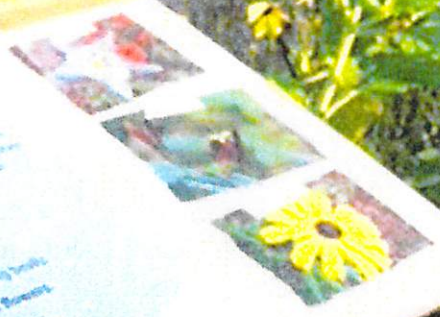
Of the Year Pollinators

Keeping Pollinators

Pollinator gardens need a variety of nectar and pollen sources. Plant a garden with a wide range of flower shapes, sizes, colors and fragrances. Make sure the same species of plants are grouped together and separated by at least 10 feet of dense foliage.

Tips:

- Butterflies need flat, open flowers to land.
- Hummingbirds require tubular flowers for their long bills.
- Nocturnal moths and bats are drawn to fragrant flowers.
- Bees prefer blue, purple, white, and yellow flowers.
- Butterflies are LEAST attracted to blue and green flowers.







OKla-HOME-a: Water-Wise Garden

Plant a water-wise garden for native plants for local children resources.

Saving Starts at Home

Plants native to Oklahoma are not limited to flowers. Native grasses also play a vital role in protecting Oklahoma resources by being water-wise. Plants grown resilient in Oklahoma weather, native grasses are hardy with deep roots and drought tolerance. They also grow slowly, which means less time, pollution, energy and money spent mowing.

Non-Natives



Natives





Steering Committee:

Tulsa Urban Wilderness Coalition (TUWC) –
 ✓ Marci Hawkins, Chair, Julie Monnot
 RPA – Tonja Carrigg, Ryan Howell
 ✓ RCDS, MIT– Pam O'Halloran, Tom Clark
 Tulsa Co. Cons. Dist. – Gabriel Parker
 City of Tulsa– Page Stalcup, Brian Lewis

Tulsa Zoo & MIT– Ric Kotarsky
 Tulsa Audubon Society – Mary Jackson
 M.E.T. – Graham Brannin
 Sustainable Tulsa – Corey Williams, Joel Garza
 Tulsa Master Gardeners – Steve Wood
 Okies for Monarchs – Mary Waller

Advisors: Anita Barstow – USFWS, Jean Lemmon – OCC, Jane Breckinridge –TEAM/TAB
 Cheryl Cheadle – Camp Loughridge Matt Hancock, Summer Knox – Westside Y

Agenda: Welcome and Introductions, Vision and date, September 22nd, 2018 from 10:00-2:00

- ✓ Logistics/Safety – Graham, Ryan
 parking-~~RCDS-bus~~, Recycling, Booth layout,
 Technology for presenters, chairs, canopies, (one
 offsite) tables RPA- \$100.00 per driver, COT –water
 trailer and bottles, Security-Tom?, Directing signs

- ✓ Donors and Budget – Mary J., Marci
 Flyer & contacts
 \$100.00 Up With Trees & M. e. t.
 Donors and requests, Sponsor signs- Ryan

- ✓ Monarch release & entertainment – Pam, Tom, Ryan
 Drawing for Quilt-tickets, Drawings-buckets
 Monarch rearing committee: Katie, Mary

- ✓ Presenter – Monarchs Without Borders: NWF-Rebeca Quiñonez-Piñón
 OMPC- Mary Waller Location Pavilion,
 Signage with times on Banner

- ✓ Education – Pam, Graham, Anita, Gabriel, Steve, Cheryl
 Interactive booths & vendors- make flow relevant
 TMG - Face Painters
 TCCL-Seed drop off, Photo loop?

- ✓ Promotion/Signage –Ryan
 Information Table. Posters for easels
 need to cut them up – Ryan –Tattoos, PSO-Bags

- ✓ Food –Ryan Snow cones,

- ✓ Vendors – Mary J., Ric
 Fee \$25.00 if for profit, \$50.00 for food
 Grogg's, Wild Birds Unlmted, A New Leaf
 Request Fall Blooming plants in addition to MW

- ✓ Volunteers – Corey, Joel , Graham- National Charity League
 two shifts of 6 8:45-3
 Set up/Tear Down, Volunteer letter

- ✓ Other –Planting event sub-committee: Steve, Marci, Linda, Donna, Joan
 anyone else?

Wrap up and set next steering committee meeting dates: August 20th RPA - 4:00 PM

Set Planting sub-committee meeting date:

look @ tables
for printing

211

Monarchs on the Mountain 2018- A festival celebrating the vital role Eastern Oklahoma plays in the Monarch Butterfly migration.

Education committee –Pam, Graham, Anita, Gabriael, Cheryl, Steve, Marci, Julie

Presentations will:

- Increase understanding of the population of Monarchs in Oklahoma
- Provide information on appropriate plants for pollinators in our ecoregion
- Demonstrate how to tag and release monarchs during the fall migration
- Inform the public about how to establish a Monarch Waystation
- Increase understanding of the habitat of Turkey Mountain and the interconnectedness of all ecological components and impact on monarch population

Activities will highlight the life cycle of the Monarch Butterfly, the Great Monarch Migration and the habitat of Turkey Mountain which supports a myriad of wildlife.

Solicit photos of wildlife on Turkey Mountain and use as a slide show between presentations
Picture frame Photo prop box, Wings Photos

Activity Booths:

1. Seed ball creation
2. *Monarch tagging*
3. Enviroscape- Stormwater runoff
4. Butterfly Magnet
5. Butterfly rock/habitat needs
6. Backyard habitats and birding
7. *Forest insect and pests*
8. Trees and Soil
9. Photo Booth
10. *Westside Y games*
11. Monarch and Tag sheet
12. *Face painting*
- 13.

Organization

Sustainable Tulsa & ORU
Roots and Shoots & RCDS
COT - Brian *Brian Dustin*
TCCD
Camp Loughridge/friends of Blue Thumb
TAS
Forest Health Forester - Dieter Rudolph **Marci will contact**
Up With Trees – Taylor Malone
Oxley – Kelly Boegemann
Westside Y **Marci will contact**
Blue Thumb/ Crow Creek Jean/Graham
Tulsa County Master Gardeners will contact

Education Booths:

1. Broken Arrow Monarch Movement
2. NSU – Dr. Clifford, Museum trays
3. TUWC
4. MIT
5. The M. e. t., composting
6. *TEAM or TAP*
7. *NRCS and Xerces Society*
8. *Seed Library, Seed Collecting*
9. *Nature Conservancy*
10. Monarch Watch
11. *Tulsa County Master Gardeners*
12. Wing It
13. OMPC/CCO/Okies4Monarchs

plant MW in cardboard tube w/m cups **Marci will contact**
Anita
Turkey Mountain Guided Walks
How to start a waystation Ric
Graham
Jane
Ray Moranz **Gabriael will contact**
Johanna Burton
Katy Hawk
Sandy Schwinn
Steve Wood How to read a plant tag, face painters *Doing activity*
Karla Hilst
Mary Waller

Games: Located on lawn in front of Pavilion, Tulsa County Master Gardeners

Others? Global Gardens- **Steve**, **TIDC-Graham**, Botanic Garden-?,

Vendors: Grogg's Green Barn, A New Leaf and Wild Birds Unlimited- **Mary J.**

Thomas Boxley

**Tulsa County
Conservation District**

6660 S. Sheridan Rd. Suite 120
Tulsa, OK 74133

Tulsa County Conservation District

Annual Report July 1, 2017 – June 30, 2018

The Tulsa County Conservation District is a local subdivision of state government. The district formed April 12, 1938 to ensure local people are involved in conservation activities.

The main goal of the district is to provide services to land users in protecting and conserving natural resources and to provide a link to state and federal conservation agencies and programs.

A board of five conservation district directors (three elected and two appointed) governs the conservation district.

Our district has cooperator agreements with over 1150 producers in the county. These agreements cover more than 245,000 acres.

The board of directors submits this annual report to inform the public of this past year's conservation accomplishments.

We invite all citizens to become familiar with the activities of the Tulsa County Conservation District and to visit our office and get acquainted with our staff.

We also invite people to attend our monthly board meeting held on the second Thursday of each month at 4:00PM unless otherwise stated.

Our Mission: To provide leadership in a partnership effort to help people conserve, maintain, and improve our natural resources and environment

Our Charge: Conservation districts are the only local unit of government charged with the responsibility of conserving our natural resources.

Our Purpose: To conserve, protect, restore, and improve Tulsa County's natural resources for the citizens of Tulsa County

Tulsa County Conservation District Board of Directors

- Melissa Gray – Chairman
- Jana Black – Vice-Chair
- Zach Kilburn – Treasurer
- John Beasley – Member
- Tom Tolbert – Member

The Conservation District shares office space with the Natural Resources Conservation Service (NRCS), a federal agency in the U. S. Department of Agriculture. The NRCS provides technical and planning assistance to the conservation district and district cooperators, while also administering several USDA technical and cost share programs.

Our office is open Monday- Friday from 8:00 a.m. to 4:30 p.m.





Pond construction has been one of the conservation practices included in the Conservation Cost Share Program.



Workers collect debris at a previous NRCS' EWP site.

Oklahoma Conservation Cost Share Program

The conservation district administers the Oklahoma Conservation Cost Share Program for Tulsa County. This past year the district received \$44,844.20 CSPY 18. The Board has approved 11 applications for the cost share program.

TCCD also completed CSPY 17, with one project completed, and 98% of \$20,000 allocated. The remaining funds will roll over to CSPY 18.

The Oklahoma Legislature established the program in 1998. It is an annual program requiring funding from the legislature. The conservation district board obtains input from citizens to determine which conservation practices will be included in the program each year. In CSPY 17 and 18, the District funded all possible conservation practices including: Brush management, critical area planting, diversions, ponds, fencing, grade stabilization structures, grassed waterways, heavy use area protection, pasture and hay planting, pipeline, pumping plant, range planting, nutrient management, pest management, terrace, watering facility, and water wells.

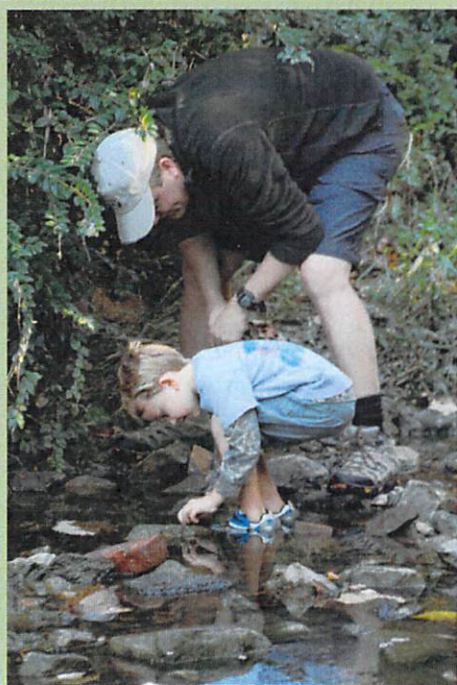
Emergency Watershed Program

Through the Emergency Watershed Protection (EWP) Program, NRCS is not currently involved in any projects.

Providing Equipment and Services to Producers in the District

The Tulsa County Conservation District currently does not have any equipment available to producers in Tulsa County. Our district focuses on outreach education, while also working alongside NRCS to provide financial and technical assistance to local landowners through the Conservation Cost Share Program. We do have some classroom materials that are available to check out with a deposit. Supplies include: books, soil discovery kits, hand lenses, tree books, sample dishes, bug boxes, rocks, macroinvertebrate samples, curb marking kits, and others.

The District sells plat books and provides access to historical aerial photographs that are used by local landowners and engineering consulting firms. The most recent books available are 2009.



Father and son searching for bugs after TCCD discussed the importance of macroinvertebrates at a Brookside Neighborhood Association event on Crow Creek.



Graham Brannin with the Friends of Blue Thumb visit Crow Creek prior to the Annual Creek Clean Up

Outreach and Education

The District carried out a variety of conservation education activities during the year. Below are some of the schools and organizations we worked with and the number of individuals we reached through our outreach efforts:

- Jenks East Elementary- Conservation Education
- University of Tulsa Earth Day Event
- TCC Metro Campus – Sustainability Conference

60	preschool
30	kindergarten
1000	1st Grade
1000	2nd Grade
100	3rd Grade
100	4th Grade
100	5th Grade
65	6th Grade
40	7th Grade
20	8th Grade
10	9th Grade
10	10th Grade
10	11th Grade
10	12th Grade
25	College
25	Teachers
300	Adults
10	Higher Ed Instructor
2915	Grand Total



TCCD and Blue Thumb staff conducting a habitat assessment on Mooser Creek



Fish print materials at a Natural Resource Day.



Tulsa Area volunteers assisting Blue Thumb fish collections

Outreach and Education Continued

The District carried out 10 conservation education activities during the year. These included:

- ❖ 4 outreach presentations, 2 Fair, 3 adult education workshops, 16 environment related festivals, 25th Annual Creek Cleanup on Joe Creek, 5 other creek cleanups.
- ❖ Worked with the following groups:
 - City of Tulsa
 - Jenks Public Schools
 - Metropolitan Environmental Trust
 - Natural Resources Conservation Service
 - Oklahoma Blue Thumb
 - Oklahoma Conservation Commission
 - Quik Trip
 - Sustainable Tulsa
 - Tulsa Young Professionals
 - Tulsa Area Conservation Foundation
 - Tulsa Public Schools
 - The University of Tulsa
 - Tulsa regional STEM Alliance
 - New Solutions
 - Covanta
 - Loughridge Outdoor Classroom
 - M.e.t Recycling
 - INCOG
 - Crow Creek Community
 - Cox Communications
 - Tulsa Audubon Society
 - River Parks Authority
 - City of Broken Arrow
 - Tulsa Urban Wilderness Coalition
 - Monarch Initiative of Tulsa
 - Camp Loughridge
- ❖ Set up a booth at local fairs including the Home and Garden Show, EnvioExpo, Tulsa Farm Show, Sustainable Tulsa Meetings.
- ❖ Coordinate Cost Share Programs 18 and 19.
- ❖ 250 hours of volunteer hours were contributed by the Tulsa County Earth Team, with over 50 individuals volunteering during the fiscal year.

USDA Conservation Programs

The Conservation District works closely with the NRCS in carrying out conservation work in the county. The NRCS staff provides technical assistance to the Conservation District and to county land users. The NRCS also administers several federal cost share programs.

Listed below are accomplishments through federal conservation programs in 2017 - 2018:

- ❖ 0 Environmental Quality Incentives Program (EQIP) contracts were developed
- ❖ 0 Conservation Stewardship Program (CSP) renewal administered.

Additional NRCS efforts included:

- ❖ Utilizing Earth Team Volunteers for 225 hours of support for Outreach and Education efforts in Tulsa County and across Oklahoma.
- ❖ Provided planning and technical support for land users to plant Bermuda sprigs, clear brush, and spray for invasive plant species through OCC's State Cost Share Program during the year for livestock water.



A cooperator's irrigation project installed through NRCS' EQIP program provides more efficient irrigation for agricultural crops.



NRCS provided funding support to assist agricultural producers in the county to install, "High Tunnel" houses for growing vegetables and berries.

Services and programs provided by the Tulsa County Conservation District and NRCS are offered on a nondiscriminatory basis without regard to age, race, color, national origin, religion, gender, marital status or physical disability.