

AGENDA
Board of Directors Special Meeting
Tulsa County Conservation District
6660 S. Sheridan Rd. Suite 120
Tulsa, OK 74133
November 12, 2015 - 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 October 8, 2015 Regular Meeting
 - B. Approval of Financial Statements & District Budget for Period Ending October 2015
 - C. Review of TACF Financials for Period Ending October 2015
 - 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 October 2015
 - F. Acceptance of NRCS Farm Bill performance worksheets
5. Consideration of and Possible Action on Items to be Removed Consent Agenda
6. Discussion and/or Possible Action on the Following District Operation Items:
 - A. Discussion and Acceptance of District Conservationist Agency Report
 - B. Discussion of Seasonal High Tunnel Workshop for NRCS
 - C. Crow Creek Update with Jean Lemmon
 - D. The Month of October in Conservation
 - E. Discussion of Area III Meeting
 - F. Conservation District Program Evaluation
 - G. OACD Dues
 - H. OBTA Grant Opportunities to Lifetime Members
 - I. 2016 Schedule of Regular Meetings
7. New Business:
8. Public Comments:
9. Adjourn:

Next regularly scheduled meeting is December 10, 2015 at the Tulsa County Conservation District Office: 6660 South Sheridan Rd, Suite 120 Tulsa, OK 74133.



Tulsa County Conservation District
5401 S. Sheridan Road, Suite 201 * Tulsa, Oklahoma 74145-7522
918-280-1595 Fax: 280-1594 E-Mail: Tulsaccd@conservation.ok.gov

STATEMENT OF APPROVAL OF MINUTES

I certify that the minutes of the **Regular Meeting** of the Tulsa County Conservation District Board of Directors held on **November 12, 2015** were approved as written by a vote in the **Regular Meeting** of the Board of Directors held on **December 10 2015**.

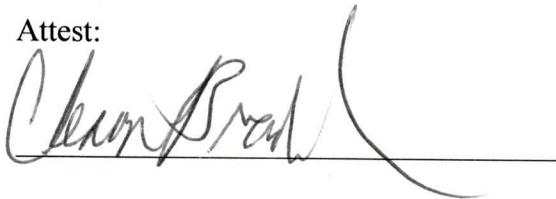


Chair, Board of Directors

12/10/15

Date

Attest:



**Minutes
Tulsa County Conservation District
Regular Board Meeting**

Date: November 12, 2015

Time: 4:00 PM

Members Present: Zach Kilburn, Chairman
Roy Foster, Treasurer
Melissa Grey, Member
Craig Thurmond, Vice Chairman

Members Absent: Jana Black, Member

Others Present: Gabrielael Parker, District Secretary
Cleaon Bradford, Acting District Conservationist
John Beasley, TACF Board Member
Jean Lemmon, Oklahoma Conservation Commission

1. Meeting Called to Order:

Member, Zach Kilburn called the meeting to order at 4:13 PM He noted this was a regular meeting and is 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 November 10, 2015 in the front window at 6660 S. Sheridan Rd. Suite 120, Tulsa, Oklahoma 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 October 8, 2015 Regular Meeting**
- B. Approval of Financial Statements & District Budget for Period Ending October 2015**
- C. Review of TACF Financials for Period Ending October 2015**
- 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 October 2015**
- F. Acceptance of NRCS Farm Bill performance worksheets**

After a brief discussion, Roy Foster suggested we remove the travel claim for further discussion. Roy Foster made a motion to accept the consent agenda as presented with the exception of the travel claim for Gabrielael Parker. Melissa Gray 2nd the motion. Nays: none. The motion carries.

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

After a brief discussion, the board instructed Gabrielael to adjust her travel claim to show that when she went to several locations in one trip, that each location did not start and end at the office. If she had gone from one location to another, she should only count the mileage from the first location to the second, and from the second location to the third location. The way it had been written down, it had her going from the office to the first location and then back to the office. From the office to the second location and from the second location and back to the office, etc..... Roy Foster made a motion to have Gabrielael adjust her travel claim so it may be voted on at the next meeting. Melissa Gray 2nd the motion. Nays: none. The motion carries

Craig Thurmond entered the meeting at 4:29 PM

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

A. Discussion and acceptance of District Conservationist Agency Report

Due to Cleaon Bradford's absence, the board decided to table this agenda item until next meeting. No further action needed to be taken.

B. Discussion of Seasonal High Tunnel Workshop for NRCS

Gabriel said that the workshop was a great success. We had 47 people show up and was worried there wasn't going to be enough food for everyone. She said that is a good worry. The speakers were great. Steve Upson from the Noble Foundation gave some really good information about structure and function. Everyone who came received an information packet that included an application. So now we have to wait to see if the workshop will translate into any EQIP applications for NRCS. Overall she thought with the little time available for planning, it was a great success. No further action needed to be taken at this time.

C. Crow Creek Update with Jean Lemmon

Jean Lemon said that she had partnered with the City of Tulsa on the Boo Ha Ha Halloween event at Crow Creek. She said that she was amazed at how many kids participated. They ended up having long lines to hand out candy. She also said that if they do the event next year they are thinking about doing something a little different. She was thinking that that they need to have some sort of activity that the kids can take home and do with their parents. The event was located at Brookside Baptist Church which was a great location. Jean also said that the City of Tulsa had killed all of the Bermuda grass on the lots on 33rd Place. They also plan to install coconut rolls to prevent erosion. The site sign is currently being designed and will go up when that is complete. She said that she needed to meet with Freddy and Cleaon to design the walking path. Jean said that she has not had as much time, as in the past, to participate with the Crow Creek project because she is designing an Annual Report Synopsis that other organizations can use in their reports. So that is taking up much of her time. No further action needed to be taken at this time.

D. The Month of October in Conservation

Gabriel said that she wanted to start including these in the board packets just as an FYI, so the board could see what has been happening around the state. Gabriel said that she thought the board members also received them from OCC but was not sure. John Beasley said that he gets them on occasion. Melissa Gray said that she did not nor did Zach Kilburn, but would like to. Gabriel said that she will forward them when she received them to the whole board. She also apologized for the quality of the pictures in the packets. By the time she realized they were rather dark, she had already made five packets. No further action needed to be taken at this time.

E. Discussion of Area III Meeting

Gabriel said that it was an interesting meeting and that she was glad that Melissa could attend as a director. The information given out at the district break out session was about the financial struggles facing the Commission and the Conservation Districts. Lisa Knauf said that with price of oil being as low as it is, the districts are being asked to do more with a lot less. She handed out a Conservation District Program Evaluation that the board is supposed to look at it, fill out, and make suggestions for changes if they have any. Lisa said that she would like to have these on our December agenda and give feedback on the evaluation by mid-December. As always the budgets across the board is grim and it doesn't look like they will have any extra money to spare for new and some exiting programs. The emphasis is for the districts to start bringing in revenue so they can have money for education and outreach and supplies. Melissa Gray said that she participated in the Director's break out session. The impression she got from Trey Lamb is that the Commission is pushing for more participation from the directors since the number of district employees is dwindling down to just one in many offices. With the restructuring of NRCS, OCC is looking at doing the same thing with employee sharing between neighboring counties if need be. The overall picture was that things do not look good as far as the budget goes but it is not like the districts have not been here before. They have been around since the 1930's and will continue to be around. No further action needed to be taken at this time.

F. Conservation District Program Evaluation

Gabriel said that these were handed out at the area meeting and are meant to be filled out by the board and staff. If the board has any suggested changes to the form, like taking away some questions because they do not apply or would like to see questions added that would reflect more of an urban district like Tulsa, they would need to be sent to OCC by December 20, 2015. This evaluation is not the final draft but it should give us an idea what the final draft of the assessment would entail. The board suggested that everyone could look over the evaluation and email Gabriel with any suggestions in the coming days. Gabriel said that she would forward any suggestions to Lisa. Craig Thurmond said that we could discuss the evaluation more in depth at the next meeting to give more time to look at the form. No further action needed to be taken at this time.

G. OACD Dues

Melissa Gray said that at the area meeting there were five districts that were called out for not paying the OACD dues, and Tulsa was one of them. Craig Thurmond asked about what the districts get in the way of support from OACD when dues are paid. It had been determined that in the case of TCCD, being an urban district, OACD does not provide a lot of benefit to urban districts like ours, to warrant paying \$400.00 a year to be a member. Melissa Gray suggested that we should provide a letter stating why we have chosen to not pay dues to OACD this fiscal year. We should tell them that the reason we have denied paying the dues is because we feel there is a lack of benefit to urban districts as well as a lack of extra funding to pay the \$400.00. Melissa said that she would draft the letter and send it to Gabrielael to send to OACD. Melissa Gray made a motion to not approve funding for OACD dues for fiscal year 16 and to send a letter of denial. Roy Foster 2nd the motion. Nays: none. The motion carries

H. OBTA Grant Opportunities to Lifetime Members

Gabriel Parker said that this too was information given out at the area meeting as an FYI if any district wanted to apply for a grant. The Oklahoma Blue Thumb Association wanted to let the districts know that they have grant money up to \$500.00 to give out to districts that are interested in purchasing supplies for their Blue Thumb volunteers like water testing supplies and waders. Districts who are interested to applying for the grants need to have their applications and application materials submitted by January 22, 2016

I. 2016 Schedule of Regular Meetings

The board agreed with keeping the meeting schedule on the 2nd Thursday of the month, but noticed that Gabrielael had put the 1st Thursday's date in April instead of the 2nd Thursday. Gabrielael said that she would fix that error and then send it to OCC. Roy Foster made a motion to approve keeping the board meetings held each month to the 2nd Thursday of each month, with Gabrielael correcting the April 2016 meetings date from the April 7th to April 14th. Melissa Gray 2nd the motion. Nays: none. The motion carries

6. New Business: None

7. Public Comments:

John Beasley wanted to inform the board that TACF has not met since April 2015, but he will be looking to set a meeting up before the end of the year. Also, he did not know what TCCD policy was on Associate Board Members, but he would like to become one. Gabrielael said that she would get that information for the board so we can start to recruit Associate members.

8. Adjourn:

Meeting adjourned at 5:15 PM

Next regularly scheduled meeting is December 10, 2015 at the Tulsa County Conservation District Office: 6660 South Sheridan Rd, Suite 120 Tulsa, OK 74133.

1:21 PM
11/04/15
Accrual Basis

Tulsa County Conservation District
Profit & Loss
October 2015

	<u>Oct 15</u>
Income	
Administrative Income	28.77
OCC Reimbursements	3,965.92
Total Income	<u>3,994.69</u>
Expense	
Administrative Expense	223.35
Director Fees	180.00
Employee Benefits	222.07
Office Supplies	13.52
Payroll	2,563.35
Payroll Tax	243.60
Postage	3.54
Professional Fees	530.00
Telephone and Internet	122.44
Travel	160.70
Total Expense	<u>4,262.57</u>
Net Income	<u><u>-267.88</u></u>

Tulsa County Conservasion District Profit & Loss Detail October 2015

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Income								
Administrative Income								
Deposit	10/9/2015		Checking Acct 6407	Transfer from...		Arvest Checki...	13.52	13.52
Deposit	10/26/2015		TCCD	Earth Day T...		Arvest Checki...	15.00	28.52
Deposit	10/30/2015		Arvest	Interest Pay...		Arvest Checki...	0.18	28.70
Deposit	10/30/2015		Arvest			Arvest Special...	0.07	28.77
Total Administrative Income							28.77	28.77
OCC Reimbursements								
Deposit	10/19/2015		OCC	Reimburse...		Arvest Checki...	676.88	676.88
Deposit	10/20/2015		OCC	Reimburse...		Arvest Checki...	2,977.33	3,654.21
Deposit	10/21/2015		OCC	Reimburse...		Arvest Checki...	311.71	3,965.92
Total OCC Reimbursements							3,965.92	3,965.92
Total Income							3,994.69	3,994.69
Expense								
Administrative Expense								
Check	10/6/2015	8415	Fuzzell's Copier	Quarterly Co...		Arvest Checki...	139.83	139.83
Check	10/8/2015		Wal-Mart	Board Meetin...		Arvest Checki...	13.52	153.35
Check	10/9/2015		Checking Acct 6407	Transfer to 6...		Arvest Special...	13.52	166.87
Check	10/30/2015	8430	OACD	Area III Meeti...		Arvest Checki...	35.00	201.87
Check	10/30/2015	8431	OACD	Area III Meeti...		Arvest Checki...	35.00	236.87
Total Administrative Expense							236.87	236.87
Director Fees								
Check	10/9/2015	8424	Melissa Gray	1st Quarter D...		Arvest Checki...	40.00	40.00
Check	10/12/2015	8423	Roy Foster	1st Quarter D...		Arvest Checki...	40.00	80.00
Check	10/13/2015	8421	Zach Kilburn	1st Quarter D...		Arvest Checki...	40.00	120.00
Check	10/13/2015	8425	Jana Black	1st Quarter D...		Arvest Checki...	40.00	160.00
Check	10/20/2015	8422	Craig Thurmond	1st Quarter D...		Arvest Checki...	20.00	180.00
Total Director Fees							180.00	180.00
Employee Benefits								
Check	10/14/2015	8420	OCC	October 2015...		Arvest Checki...	142.53	142.53
Check	10/14/2015	8419	OCC	September 2...		Arvest Checki...	34.96	177.49
Check	10/14/2015	8414	OCC	August 2015 ...		Arvest Checki...	9.58	187.07
Check	10/23/2015	8426	OCC	Corrected un...		Arvest Checki...	35.00	222.07
Total Employee Benefits							222.07	222.07
Payroll								
Check	10/1/2015	8416	Gabriel S Parker	August Payroll		Arvest Checki...	275.46	275.46
Check	10/2/2015	8418	Gabriel S Parker	September P...		Arvest Checki...	570.31	845.77
Check	10/15/2015	8429	Gabriel S Parker	October 1 - 1...		Arvest Checki...	858.79	1,704.56
Check	10/30/2015	8432	Gabriel S Parker	October 16 - ...		Arvest Checki...	858.79	2,563.35
Total Payroll							2,563.35	2,563.35

Tulsa County Conservation District
Profit & Loss Detail
 October 2015

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Payroll Tax								
Check	10/5/2015		Oklahoma Tax Com...	September 2...		Arvest Checki...	10.00	10.00
Check	10/5/2015		Oklahoma Employ...	2nd Quater A...		Arvest Checki...	4.90	14.90
Check	10/9/2015		IRS	941 Tax Pay...		Arvest Checki...	194.95	209.85
Check	10/15/2015		Oklahoma Employ...	3rd Quarter ...		Arvest Checki...	33.75	243.60
Total Payroll Tax							<u>243.60</u>	<u>243.60</u>
Postage								
Check	10/26/2015		USPS	Postage for s...		Arvest Checki...	3.54	3.54
Total Postage							<u>3.54</u>	<u>3.54</u>
Professional Fees								
Check	10/15/2015	8427	Kimberley Meyer C...	FY 2015 Co...		Arvest Checki...	530.00	530.00
Total Professional Fees							<u>530.00</u>	<u>530.00</u>
Telephone and Internet								
Check	10/29/2015		COX Communicatio...	Ocotober 201...		Arvest Checki...	122.44	122.44
Total Telephone and Internet							<u>122.44</u>	<u>122.44</u>
Travel								
Check	10/1/2015	8417	Gabriel S Parker	July 2015 Mil...		Arvest Checki...	50.00	50.00
Check	10/12/2015		Gabriel S Parker	Payee:CK A...		Arvest Checki...	101.50	151.50
Check	10/15/2015	8428	Gabriel S Parker	September 2...		Arvest Checki...	9.20	160.70
Total Travel							<u>160.70</u>	<u>160.70</u>
Total Expense							<u>4,262.57</u>	<u>4,262.57</u>
Net Income							<u><u>-267.88</u></u>	<u><u>-267.88</u></u>

ARVEST BANK
P O BOX 1670
LOWELL AR

TCCD

72745

Page 1

Statement Date: 10-31-15

Account No:

002 555 142 E

Enclosures: 20

\$50 BONUS PLUS 2X REWARDS ON HOLIDAY SPENDING WITH A
NEW ARVEST CREDIT CARD BEFORE 1/4/16. ASK FOR DETAILS.

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

***** NON-PROFIT INTEREST CHECKING *****

Balance Last Statement	9-30-15	4,943.85	142
+Deposits/Credits	5	3,994.44	
-Withdrawals/Debits	27	4,249.05	
-Service Charge		.00	
+Interest Paid		.18	
Balance This Statement		4,689.42	

***** DEPOSITS POSTED *****

Deposit	Date
15.00	10-26

***** DESCRIPTIVE TRANSACTIONS *****

Date	Tracer	Description	Amount
10-30	999000000000001	INTEREST PMT	.18
***** ELECTRONIC ACTIVITY *****			
Date	Tracer	Description	Amount
10-05	278000000222762	EMPL SEC COMM EMPL SEC 1502751536	4.90-
10-05	278000000222931	TAX PAYMENTS OK TAX PMT TXP*GK*	10.00-
10-08	15000000813810	50930*RTNPYM*20151001*1000\ 311718 POS PIN PUR FROM CHK WM SUPERCENTER # TULSA, OK 541	13.52-
10-09	215000000049280	WEB XFER FROM	13.52
10-09	282000000003109	IRS USATAXPYMT	194.95-
10-12	114000000000380	TULSA COUNTY CONSERVAT CK ADJ #8417 50.00 S/B 151.50	101.50-
10-15	288000000105995	EMPL SEC COMM EMPL SEC 1503173933	33.75-
10-19	292000000254219	VENDOR PAYMENTS MISC REIMB TULSA COUNTY CONSERVAT	676.88
10-20	293000000213679	VENDOR PAYMENTS MISC REIMB TULSA COUNTY CONSERVAT	2,977.33
10-21	294000000143955	VENDOR PAYMENTS MISC REIMB TULSA COUNTY CONSERVAT	311.71
10-26	15000003193020	578328 POS PIN PUR FROM CHK USPS 3983450035 TULSA, OK 940	3.54-

Continued on Next Page

Statement Date: 10-31-15

Account No:

TULSA COUNTY CONSERVATION DISTRICT
10-29 30200000016951 COX COMM TUL BANK DRAFT 122.44-
Tulsa County Conservat

***** CHECKS PAID *****

Check No.	Date	Amount	Check No.	Date	Amount
8414	10-14	9.58	8424	10-09	40.00
8415	10-06	139.83	8425	10-13	40.00
8416	10-01	275.46	8426	10-23	35.00
8417	10-01	50.00	8427	10-15	530.00
8418	10-02	570.31	8428	10-15	9.20
8419	10-14	34.96	8429	10-15	858.79
8420	10-14	142.53	8430	10-30	35.00
8421	10-13	40.00	8431	10-30	35.00
8422	10-20	20.00	8432	10-30	858.79
8423	10-12	40.00			

***** INTEREST SUMMARY *****

Interest Paid this Year	2.71
Interest Withheld this Year	.00
Average Collected Balance	4,186.89

***** INTEREST RATE SUMMARY *****

Date	Rate	Date	Rate	Date	Rate
9-30	.050				

***** DAILY BALANCE SUMMARY *****

Date	Balance	Date	Balance	Date	Balance
9-30	4943.85	10-01	4618.39	10-02	4048.08
10-05	4033.18	10-06	3893.35	10-08	3879.83
10-09	3658.40	10-12	3516.90	10-13	3436.90
10-14	3249.83	10-15	1818.09	10-19	2494.97
10-20	5452.30	10-21	5764.01	10-23	5729.01
10-26	5740.47	10-29	5618.03	10-30	4689.42

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

End of Statement

ARVEST BANK
P O BOX 1670
LOWELL AR

72745

Page 1
Statement Date: 10-31-15
Account No:
002 555 142 E
Enclosures:

\$50 BONUS PLUS 2X REWARDS ON HOLIDAY SPENDING WITH A
NEW ARVEST CREDIT CARD BEFORE 1/4/16. ASK FOR DETAILS.

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

***** NON-PROFIT INTEREST CHECKING *****

Balance Last Statement	9-30-15	1,669.85	142
+Deposits/Credits		.00	
-Withdrawals/Debits	1	13.52	
-Service Charge		.00	
+Interest Paid		.07	
Balance This Statement		1,656.40	

***** DESCRIPTIVE TRANSACTIONS *****

Date	Tracer	Description	Amount
10-30	999000000000001	INTEREST PMT	.07

***** ELECTRONIC ACTIVITY *****

Date	Tracer	Description	Amount
10-09	215000000049270	WEB XFER TO	13.52-

***** INTEREST SUMMARY *****

Interest Paid this Year	.69
Interest Withheld this Year	.00
Average Collected Balance	1,659.81

***** INTEREST RATE SUMMARY *****

Date	Rate	Date	Rate	Date	Rate
9-30	.050				

***** DAILY BALANCE SUMMARY *****

Date	Balance	Date	Balance	Date	Balance
9-30	1669.85	10-09	1656.33	10-30	1656.40

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

End of Statement

1:24 PM
11/04/15
Accrual Basis

Tulsa County Conservation District
Profit & Loss
July through October 2015

	<u>Jul - Oct 15</u>
Income	
Administrative Income	29.69
OCC Reimbursements	6,732.52
Total Income	<u>6,762.21</u>
Expense	
Administrative Expense	223.35
Director Fees	205.00
Employee Benefits	364.60
Office Supplies	41.50
Payroll	4,305.93
Payroll Tax	2,591.79
Postage	3.54
Professional Fees	530.00
Telephone and Internet	613.36
Travel	277.43
Total Expense	<u>9,156.50</u>
Net Income	<u><u>-2,394.29</u></u>

TACF

ARVEST BANK
P O BOX 1670
LOWELL AR

72745

Page 1

Statement Date: 10-31-15
Account No:
002 555 142 E
Enclosures:

\$50 BONUS PLUS 2X REWARDS ON HOLIDAY SPENDING WITH A
NEW ARVEST CREDIT CARD BEFORE 1/4/16. ASK FOR DETAILS.

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

***** NON-PROFIT INTEREST CHECKING *****

			142
Balance Last Statement	9-30-15	5,022.24	
+Deposits/Credits		.00	
-Withdrawals/Debits		.00	
-Service Charge		.00	
+Interest Paid		.21	
Balance This Statement		5,022.45	

***** DESCRIPTIVE TRANSACTIONS *****

Date	Tracer	Description	Amount
10-30	999000000000001	INTEREST PMT	.21

***** INTEREST SUMMARY *****

Interest Paid this Year	2.86
Interest Withheld this Year	.00
Average Collected Balance	5,022.24

***** INTEREST RATE SUMMARY *****

Date	Rate	Date	Rate	Date	Rate
9-30	.050				

***** DAILY BALANCE SUMMARY *****

Date	Balance	Date	Balance	Date	Balance
9-30	5022.24	10-30	5022.45		

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

End of Statement

ARVEST BANK
P O BOX 1670
LOWELL AR

72745

Page 1

Statement Date: 10-31-15
Account No:
002 555 150 E
Enclosures:

\$50 BONUS PLUS 2X REWARDS ON HOLIDAY SPENDING WITH A
NEW ARVEST CREDIT CARD BEFORE 1/4/16. ASK FOR DETAILS.

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

```
***** BUSINESS MONEY MARKET *****
                                           150
Balance Last Statement 9-30-15          16,670.28
+Deposits/Credits                               .00
-Withdrawals/Debits                             .00
-Service Charge                                 .00
+Interest Paid                                  1.42
Balance This Statement                          16,671.70
***** DESCRIPTIVE TRANSACTIONS *****
Date   Tracer      Description      Amount
10-30  999000000000001  INTEREST PMT      1.42
***** INTEREST SUMMARY *****
Interest Paid this Year                        16.01
Interest Withheld this Year                     .00
Average Collected Balance                    16,670.28
***** INTEREST RATE SUMMARY *****
Date      Rate      Date      Rate      Date      Rate
9-30      .100
***** DAILY BALANCE SUMMARY *****
Date      Balance    Date      Balance    Date      Balance
9-30      16670.28   10-30     16671.70
```

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

ARVEST[®]

BANK

October 12, 2015

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

Dear Valued Customer,

At Arvest Bank we appreciate your business; therefore, it is our responsibility to notify you of any adjustments to your account balance. Due to an error involving an encoding error on your check # 8417 on your account number ending in 6407 dated 10/1/2015 we have decreased your balance in the amount of \$ 101.50 effective 10/12/2015. We sincerely apologize for any inconvenience this may have caused you.

If you have any questions, please contact Arvest Customer Service at 1-855-818-0982. We appreciate the business you have entrusted to us.

Sincerely,

Arvest Customer Service

Oklahoma Employment Security Commission

EMPLOYERS QUARTERLY CONTRIBUTION REPORT

Cashier: P O Box 52004 Oklahoma City, Ok 73152-2004

our report has been received, DO NOT mail a copy of the Employers Quarterly Contribution Report with payment.

1. Employee SSN	Change Type	2. Last Name	First Name	Middle Name	3. Total Wages Paid	4. Taxable Wages Paid
					\$3,375.03	\$3,375.03
REPORT TOTAL					\$3,375.03	\$3,375.03

14. Monthly count of all full and part-time workers who worked or received pay subject to unemployment insurance for the payroll period that includes the 12th of the month.

Month 1 Month 2 Month 3

15. Oklahoma Account Number:

16. Federal I.D. No:

17. Qtr / Yr:

18. Due Date:

19. Employer Name / Address

TULSA COUNTY CONSERVATION DIST
6660 S Sheridan Rd Ste 120

TULSA
74133 -

5. TOTAL WAGES PAID.....	\$3,375.03
6. TAXABLE WAGES PAID.....	\$3,375.03
7. Contribution Rate for This Quarter.....	1%
8. Contributions Due.....	\$33.75
9. Interest Due.....	\$0.00
10. 10% Penalty Due + \$100.00 Penalty Due.....	\$0.00
11. Debit.....	\$0.00
12. AMOUNT DUE.....	\$33.75
13. Amount Paid.....	

I certify this report is correct and no contribution is paid by any employee

Contact Name:
 Title:
 Contact Phone:
 Date:

Confirmation No.: **D81C6E4157**

*Okl Paid
 10/13/15
 ACIT
 UP*

**Oklahoma Employment Security Commission
Online Payment Report**

The Online Payment was processed successfully :

Payment Amount : \$33.75

Payment Submitted : 10/13/2015 9:23:05 AM

UserId: TulsaCCD918

Account No.	Qtr	Year	Employer	Amount	Status	Confirmation No.	Scheduled Date	Processed Date
	03	2015	TULSA COUNTY CONSERVATION DIST	\$33.75	Pending	1503173933	10/13/2015 12:00:00 AM	-

ACCOUNT ID:
FILING FREQUENCY: Quarterly

FILING PERIOD: September 30, 2015
DUE DATE: October 20, 2015
RECEIVED DATE: October 8, 2015

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	<u>\$3,375.60</u>
2. Tax Withheld	<u>\$115.00</u>
3. Interest (+)	<u>\$0.00</u>
4. Penalty (+)	<u>\$0.00</u>
5. Total Due (=)	<u>\$115.00</u>

FOR YOUR RECORDS ONLY
DO NOT MAIL

Performance Worksheet/Operational Tasks

Use this form July 1, 2013 to June 30,

Tulsa County

Conservation District:

November-15

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
---	---	---	---	---	---	---	---	---	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----

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																												

Outreach for Farm Bill Programs

News Article Development																												
Outreach Activities																												
Assist with monthly outreach report																												
Public presentations																												
Success stories																												
Earth Team volunteer program																												
Assist with statewide media																												
Other																												

Administrative Assistance for Farm Bill Programs

Filing		X	X	X	X	X				X		X	X			X	X	X	X	X			X	X	X			
Updating General Manual and FOTG																												
Reception		X	X	X	X	X				X		X	X			X	X	X	X	X			X	X	X			
General office correspondence		X	X	X	X	X				X		X	X			X	X	X	X	X			X	X	X			
Record of meeting minutes																												
Maintain office schedules						X																						
Maintain ledgers		X	X	X	X	X				X		X	X			X	X	X	X	X			X	X	X			
Other																												

Farm Bill Contracting

Explain and promote farm bill programs																												
Local work group coordination																												
Complete program applications																												
Program application rankings																												
Compile and file applications																												
Prepare and mail form letters																												
Plan and contract development																												
Provide technical assistance																												
Update and maintain LTP-003																												

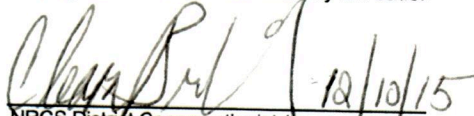
Other Farm Bill Activities (add as needed)

SHT Workshop Planning		X	X	X	X	X	X																					
-----------------------	--	---	---	---	---	---	---	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Estimated number of hours all district staff worked this month assisting with Farm Bill delivery: 40 Hours

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


 Conservation District Board Representative (Signature & Date)


 NRCS District Conservationist (Signature & Date)

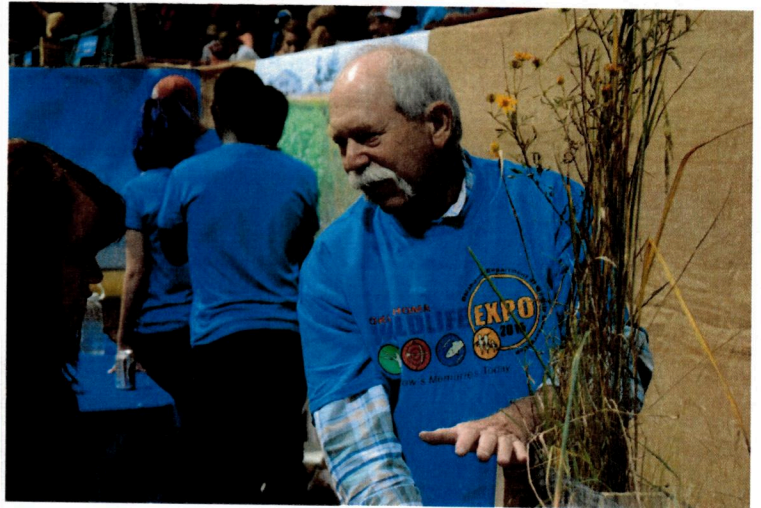
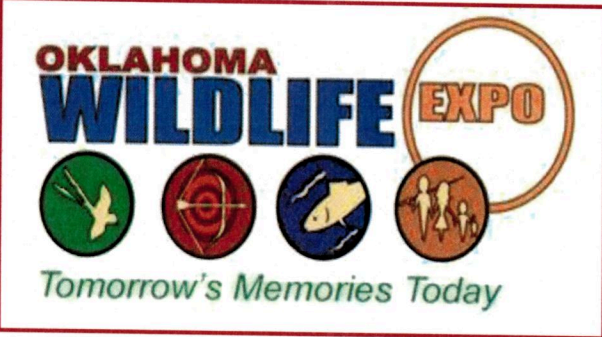
October 1, 2015

This Week in Conservation

Calendar of Events

- 10/5 - Commission Meeting
- 10/10 - Blue Thumb Association Annual Meeting
- 10/15 - Logan/Oklahoma CCD Soil Health Training
- 10/22 - Dewey CCD Soil Health Training

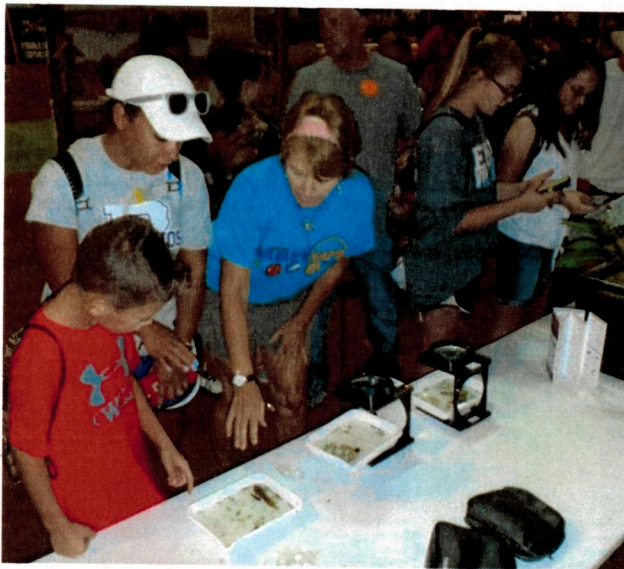
This is an internal newsletter intended for Conservation Commission and district staff, directors, and partners.



Kids get hands-on with soil, water and all the critters that live there

Conservation districts, OCC, and NRCS partnered to bring soil health and water quality exhibits to an entire corner section of the Lazy E Arena during Wildlife Expo, Sept. 25-27. Staff hosted interactive stations featuring rainfall simulations, cross sections of soil types, mounds of wriggling worms, huge tadpoles, and much more.

The event was coordinated by Robert Gibbs, **Rogers CCD** Conservation Education Coordinator, and Karla Beatty, **OCC** Conservation Education Coordinator. Educating the public on the significance of wildlife goes a long way towards protecting our natural resources.



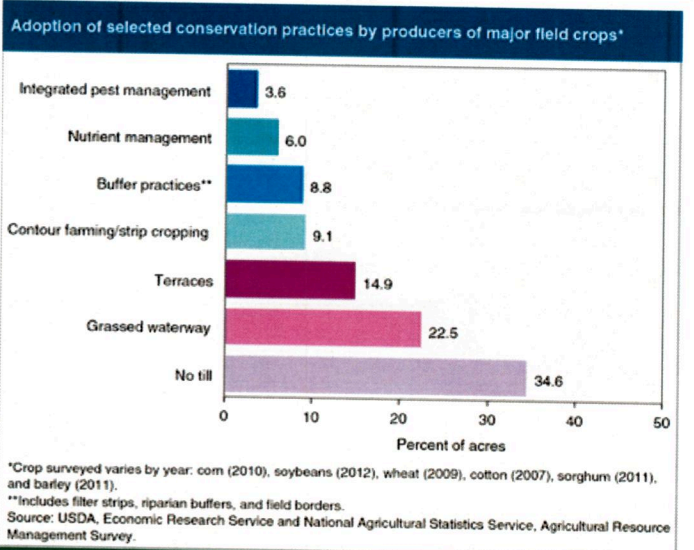


Cleveland CCD took the story of soil health to an urban high school. Chris Ward, District Secretary, said, *"I thought it was awesome that we could demonstrate how soil health impacts both the agriculture and urban sides of their lives."*

Monarchs in the Park!
McClain CCD held a day long butterfly event in Blanchard. Blue Thumb volunteers and staff interacted with visitors, distributing educational information and engaged youngsters with fish printing activities to convey the importance of healthy streams. Butterfly Milkweed seeds were handed out as monarch butterflies were released.



Fresh Paint Days for Woodward CCD
Woodward CCD received grant funding to paint one of their district buildings. Pictured are **Woodward CCD** staff members, from left, Bill Covalt, Bryan Baker, Stephanie Murlin, Theresa San Diego-Winters & J.T. Winters, Jr.



USDA data shows that no-till is the most widely adopted conservation practice by producers. Learn more about how these conservation practices can help improve soil health at an upcoming Area Meeting this Fall. Find your area meeting at www.okconservation.org/area-meetings.

Districts, what's coming up in your district? Let us know and we'll spread the news. Send us your photos and captions from the events.

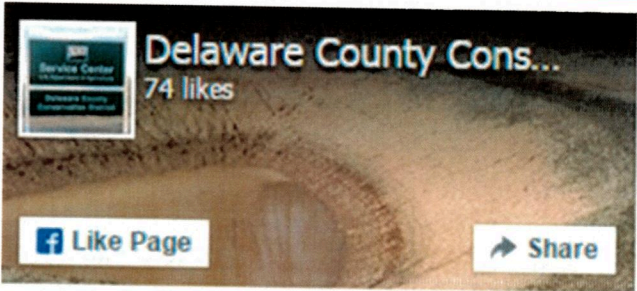
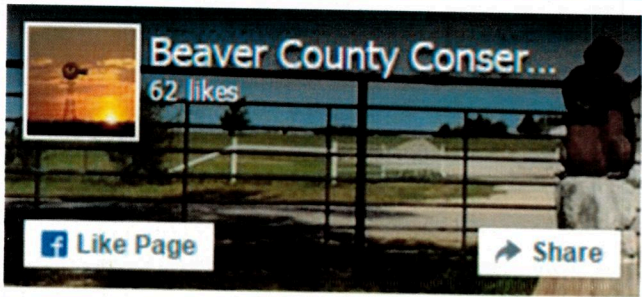
facebook

Facebook is a useful and interactive way for communicating information. For districts considering starting a Facebook page, approval to set up an account should occur in a board meeting with a formal action taken to “approve the creation, maintenance, and management of a Facebook page for the purpose of communicating district business to the public.”

Because of employee turnover, it is important that the account information and password be on file. This is imperative so when an employee with administrator privileges leaves employment, the page doesn't have to be shutdown or abandoned because no one else knows the password!

While social media are a means of communicating in an informal tone and style, **formal laws that apply to district business and communications still apply**: Social media posts are official communications of the district.

To receive your Commission Facebook Startup Guide email info@consevation.ok.gov.



 **Beaver County Conservation District** via **National Association of Conservation Districts**
17 hrs

 **Delaware County Conservation District** added 4 new photos.
September 18 at 10:10am



Farmers School Themselves on Soil Health to Revive Oklahoma's...

STATEIMPACT.NPR.ORG

Some one asked about peach trees here is the full fact sheet. Hope this helps. Have a great day.

OKLAHOMA COOPERATIVE EXTENSION SERVICE **HLA-634**

Planting and Early Care of the Peach Orchard

Ready to Plant

The peach orchard site for a profitable enterprise is a level, well-drained, fertile soil with a high water table. The soil should be free of weeds and other plants. The soil should be free of rocks and other debris. The soil should be free of other plants. The soil should be free of other plants.

Site Selection

The peach orchard should be planted in a level, well-drained, fertile soil with a high water table. The soil should be free of weeds and other plants. The soil should be free of rocks and other debris. The soil should be free of other plants. The soil should be free of other plants.

Soil

The soil should be free of weeds and other plants. The soil should be free of rocks and other debris. The soil should be free of other plants. The soil should be free of other plants.

October 8, 2015

This Week in Conservation

Calendar of Events

10/10 - Blue Thumb Association Annual Meeting

10/15 - Logan/Oklahoma CCD Assessing Soil Health Training

10/21 - Pontotoc CCD Ag in the Classroom

10/22 - Dewey CCD Assessing Soil Health Training



This is an internal newsletter intended for Conservation Commission and district staff, directors, and partners.



Did You See That?!

Oklahoma CCD hosted fifth grade students from Sunset Elementary in Edmond to learn about wetlands plants and animals during a recent Natural Resource Day. OCC education coordinator Karla Beatty led the activity. Students rotated through activities on the water cycle, forestry, and fishing. Sunset Assistant Principal James Pratt remarked, "You put on a good show, one of the best field trips our students get to attend."



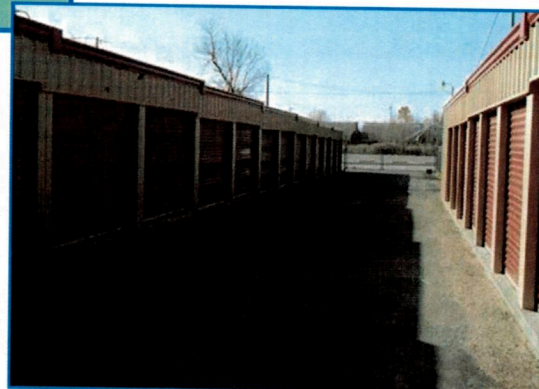
Surveying the Land

Adair CCD's secretary, Ashlee Teehee, and NRCS Soil Conservation Technician, Rob Bagby, held a workshop for the kids from Indian Capital Technology Center on utilizing survey equipment. Rob set up the laser level and they figured how tall some office furniture was; he then related that skill to items you would need to know heights of in the field or for construction. They let the kids know about what services the district office offers as well.



Bee the Difference

Hughes CCD acknowledged their 2015 Poster Contest winners on Facebook. Look for the winners at your Area Meeting this fall.



Innovation

Deer Creek CD owns and rents out these mini storages. All proceeds from rentals benefit district farmers by helping to purchase and maintain seed drills and other rental equipment. It also helps to send district directors and employees to area, state and national meetings where they can speak up for their landowners and push for support.

NO-TILL WORK SHOP

WHEN

Nov. 5, 2015

10 a.m.– 2 p.m.

WHERE

Richard Pratz's Field

From HWY 177, go West on Noble road for 1 mile and then turn South on Western for .2 miles. The field will be on the left

SPEAKERS INCLUDE• Dr. Brian Arnall • Dr. Jason Warren • Nathan Anderson • Jake Boyett • Jeremy Dennis • Richard Pratz• TOPICS INCLUDE• Precision agriculture practices, soil health , a rainfall simulator, cover crops, and double crops.

**EVERYONE IS
WELCOME!**

RSVP BY OCT. 28

Anita Kaufman

(405) 372-7201

**LUNCH WILL BE
PROVIDED BY**



**FARM CREDIT
of EAST CENTRAL
OKLAHOMA**

SPONSORS

**Payne County
Conservation District**

OSU Extension

OSU CASNR

USDA– NRCS

The U.S. Department of Agriculture (USDA) prohibits discrimination in all of its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, political beliefs, genetic information, reprisal, or because all or part of an individual's income is derived from any public assistance program. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD)."

The USDA Natural Resources Conservation Service is committed to making its information accessible to all of its customers and employees. If you are experiencing accessibility issues and need assistance, please call the USDA Service Desk at 1-800-457-3642.



October 15, 2015

This Week in Conservation

Calendar of Events

10/15 - Logan/Oklahoma CCD
Assessing Soil Health Training

10/21 - Pontotoc CCD
Ag in the Classroom

10/22 - Dewey CCD
Assessing Soil Health Training

10/30 - Tulsa CCD
Blue Thumb Training

**OKLAHOMA
CONSERVATION
COMMISSION**

This is an internal newsletter intended for Conservation Commission and district staff, directors, and partners.



Oklahoma Soil Health Featured at International Conference in Norman

OCC Soil Scientist, Greg Scott, demonstrated the benefits of no-till farming to an international gathering of environmental journalists at their annual conference in Norman. "The biggest issue for no-till is between the ears, if I can speak bluntly," Scott said. "The challenge is for people to believe that dramatic differences are possible, that things can be better," as reported in the Seattle based, *Federal Water Tap*. Reporters from around the world who watched the demonstration have written about Oklahoma and soil health in publications including Environmental Health News, a Sacramento CA paper, and Scientific American.



Members of the conservation partnership assisted with or led conference goers on tours covering rangeland management, soil health and municipal wetlands and water management.



Fifth graders participated in activities involving the water cycle, soils, wetlands and fishing at Lake Arcadia for Oklahoma CCD's Natural Resources Day recently.

Your Outstanding District!

You know your District is outstanding. To be in the running for the Outstanding District Conservation Award, your Annual Report must be received by Lisa Knauf two weeks prior to your Area meeting.

Report Deadlines:

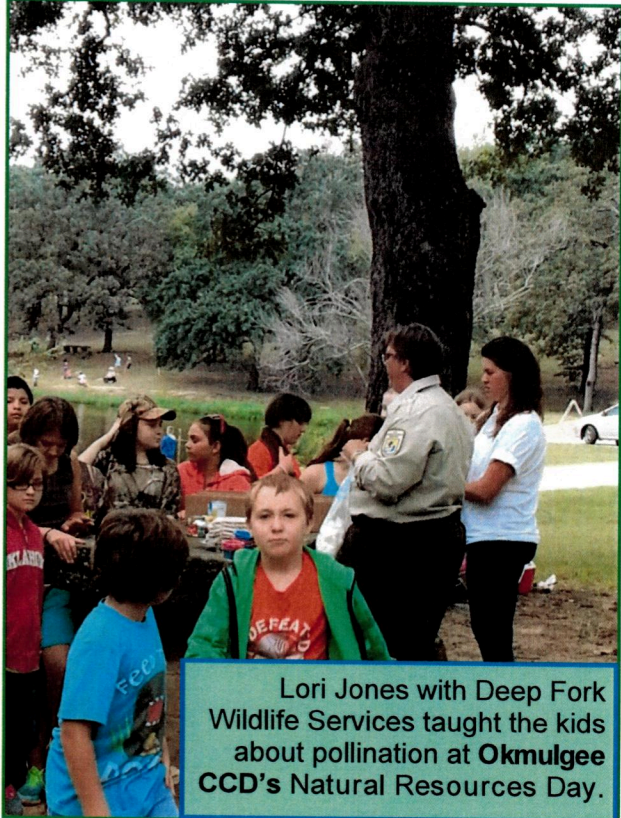
- Area 1 – October 22nd
- Area 2 – November 3rd
- Area 3 – October 13th
- Area 4 – October 15th
- Area 5 – November 5th

Last Blue Thumb Training of the Season

Still itching to get in the creek with Blue Thumb? The final training of the year is October 30-31 in Tulsa. This is a great opportunity for district staff to get involved with a powerful volunteer conservation effort.

Call for Submissions!

Districts, what's coming up in your district? Let us know and we'll spread the news. Send us your photos and captions from the events.

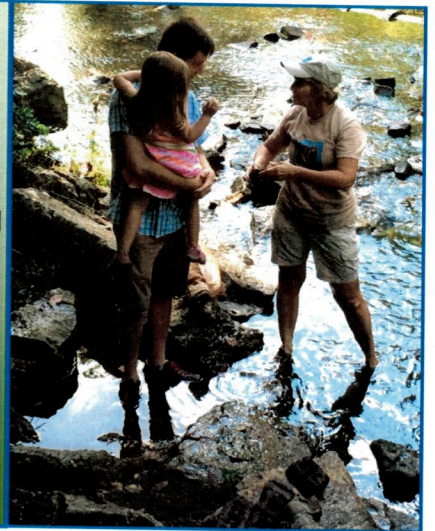


Lori Jones with Deep Fork Wildlife Services taught the kids about pollination at Okmulgee CCD's Natural Resources Day.



CROW CREEK COMMUNITY

Activities continued in Tulsa's Crow Creek Watershed Project with rainfall simulator table-top demonstrations at a neighborhood block party and fish and "bug" collections in the creek at Zink Park facilitated by OCC staffers, Jean Lemmon and Cheryl Cheadle.



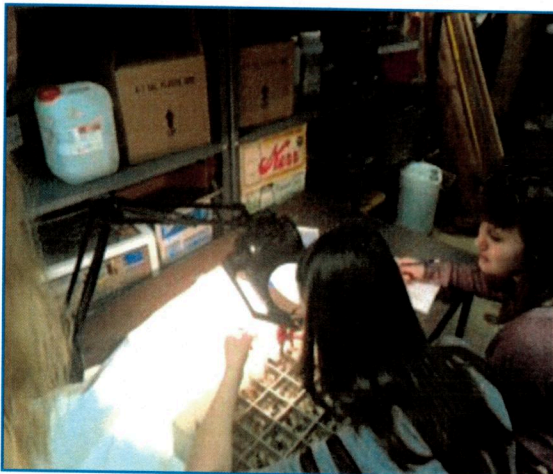
Soil Savers!!

OCC's own bowling team, the Soil Savers, hits the lanes Tuesdays as part of the state agency 22-team league. Team members include Kim Tweed, Karen Potts, Dianne Ireton, Lynn Weldon, Karla Beatty, and Sheryl Gibson. We're reminded that it's not about the win/loss record (don't ask!), but about the camaraderie.

Friends of Pennington Creek

A clean-up project along the creek near Tishomingo brought more awareness of the importance of the watershed to the community.

Johnston CCD provided bottled water for the volunteers.



Home schooled students and their teacher, all Blue Thumb volunteers, recently underwent annual quality assurance testing of their bug picking under the watchful eye of Blue Thumb Quality Assurance Officer, Kim Shaw.



October 22 2015

This Week in Conservation



This is an internal newsletter intended for Conservation Commission and district staff, directors, and partners.

Calendar of Events

- 10/24 - Basic Ag Field Day
- 10/30 - Blue Thumb Training
- 11/04 Commission Mtg
- 11/5 No-Till Workshop, Payne CCD
- 11/20 Cover Crop Day, Kay CCD



OACD Annual Award Nominations

Each year, with the help of partners and sponsors, OACD recognizes the "Best of the Best" in the conservation community. One District, one Director, and one Cooperator are chosen each year from across the state. Hard work, commitment to conservation, and dedication to furthering the message of conservation are the criteria.

Nominations are due two weeks prior to each Area Meeting. Forms may be filled out at <http://www.okconservation.org/oacd-annual-awards>.

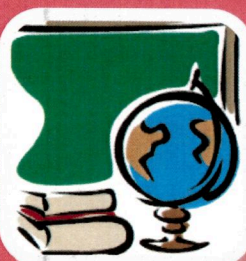
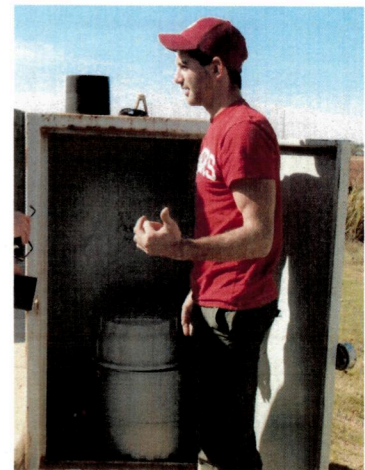
Area Meetings are Here!

- Area III - October 27
Bartlesville
- Area IV - October 29
Weatherford
- Area I - November 5
Alva
- Area II - November 17
Oklahoma City
- Area V - November 19
Wilburton



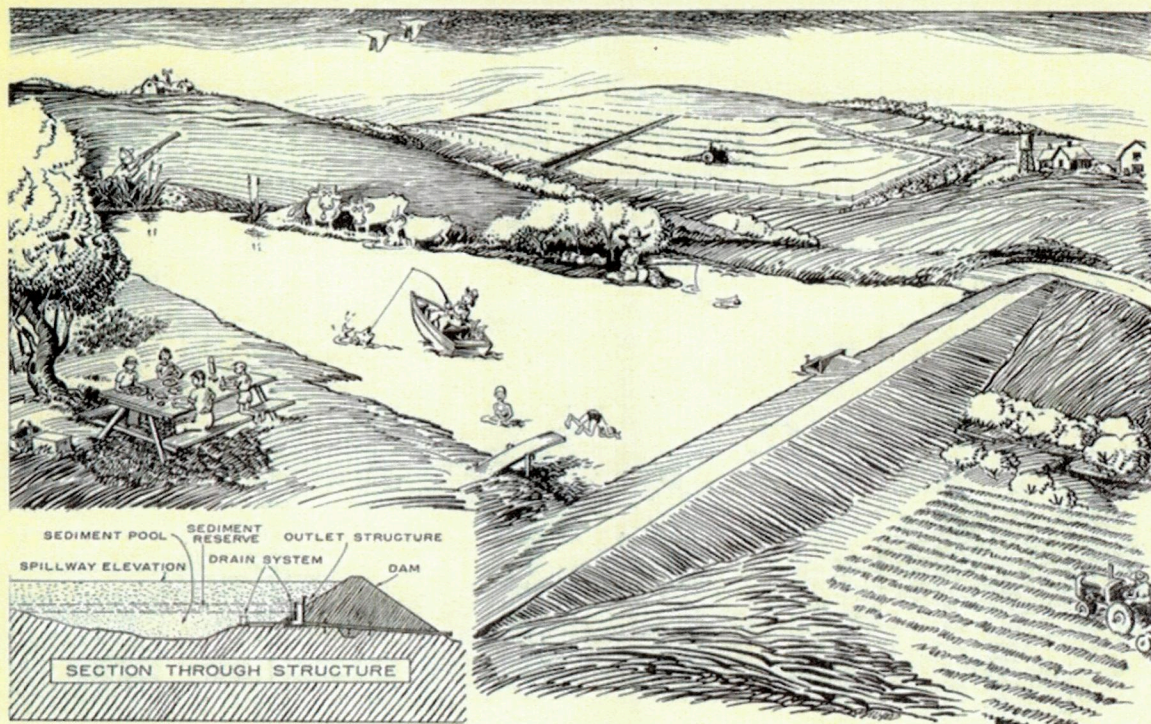
During the Society of Environmental Journalists Conference earlier this month, OCC staff lead reporters through a tour of a Low Impact Development in Norman. The residential area was designed with rain gardens along curbs which reduce water and chemical runoff from lawns.

Left: Richard McKown, Ideal Homes, details the project. Right: an OU graduate student explains how water quality data on yard runoff is collected.



Apply for an Environmental Education Grant

Several districts have been awarded grants in the past from Oklahoma Department of Environmental Quality. These range from \$100 to \$1,000. Now is the opportunity for your district to **apply for funding** from next year's grants. **Deadline is December 1.** Previously funded activities include edible gardens, outdoor classroom enhancement, and environmental education projects. For all the information on how to take advantage of this opportunity go to <http://www.deq.state.ok.us/pubs/lpd/eegrant2015.pdf>.



UNITED STATES DEPARTMENT OF AGRICULTURE SOIL CONSERVATION SERVICE

FLOODWATER RETARDING STRUCTURE

POST MASTER, PLEASE
9/14/54 4-R-9274

Check out this vintage 1954 illustration, issued by U.S. Department of Agriculture, depicting a Flood Control dam. What a huge number of recreational benefits!

Call for Submissions!

Districts, what's happening in your district? Let us know and we'll spread the news. Send us your photos and captions from the events.



Groundwater Screening

Coordinated by Blue Thumb, Texas CCD held a groundwater screening event. 15 samples were tested from Texas County. 5 helpers from the district spent over two hours testing. All samples looked good, nothing alarming.



Fish ID Important for Assessing Stream Health

OCC Water Quality Monitoring Specialist, Nathan Carter, identifies fish specimens from the West Fork of Glover River (McCurtain County). Nathan completes all fish identification work for OCC. Most captured fish are simply documented and released, but voucher specimens are collected. The various species of fish that are found in a reach of stream or river say a lot about a streams health.

Nathan reported that this particular fish sample (top right) yielded 18 different species of fish, some of which were very sensitive, meaning they need good levels of dissolved oxygen and minimal pollutants. Other fish in the sample were tolerant species, meaning they can withstand less ideal conditions. All OCC lead fish collectors go through intensive fish identification training to enable them to make accurate positive identifications so our data is credible and to minimize the number of fish that need to be preserved.

Natural Resource Day Fun

This young lady from Jones Elementary was all smiles as she caught six fish at Lake Arcadia during a recent Natural Resource Day sponsored by **Oklahoma CCD**. She may have had some expert coaching from Wildlife Department volunteer, Betty White.



Soil Health Training Held

Participants talk soil during the recent Assessing Soil Health training held for directors and staff of **East Canadian, Kingfisher, Logan and Oklahoma CCDs**. The training was led by soil scientists Troy Collier and Greg Scott. The producers who allowed use of their land also attended.



Blue Thumb

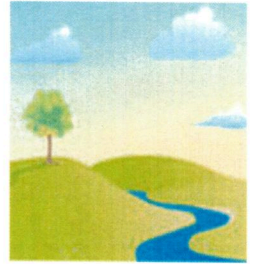
Training for New Volunteers

Sponsored by—Tulsa County Conservation District and Oklahoma Conservation Commission

Training Date:

Friday, October 30, 6:00 to 10:00 p.m.

Saturday, October 31, 8:30 a.m. to 4:30 p.m.



Training Location:

Tulsa Community College, NE Campus, 3727 E. Apache, Tulsa
Academic Building, Room 2101

(Look for blue and white TCC sign, enter door facing the west, watch for Signs)

To Register—call

Cheryl Cheadle

918-398-1804

cheryl.cheadle@conservation.ok.gov



Become a water quality monitor!

Do your part for local streams!



CL415 Bombardier Super Scooper

Because fire conditions and drought have been intensifying across the lower half of Oklahoma, Oklahoma Forestry Services pre-positioned aircraft and firefighters to be ready for any new fires. A CL415 Bombardier Super Scooper arrived in Ardmore, joining other available air resources from the Oklahoma National Guard. We'll see what the situation is after the rain this week.

Conservation Infrastructure Fund

The Oklahoma Conservation Commission's portion of the Gross Production Tax, known as the Conservation Infrastructure Fund (CIF), gives the Commission access to millions in federal funds, which in turn turn thousands more dollars in additional economic activity.

CIF doesn't inflate agency coffers. Through projects and conservation district offices, funds are infused directly into **local** economies, **local** jobs, and **local** decisions about voluntary natural resource conservation.

Here's how we grow that CIF seed into an integral part of Oklahoma's economy and people's lives:

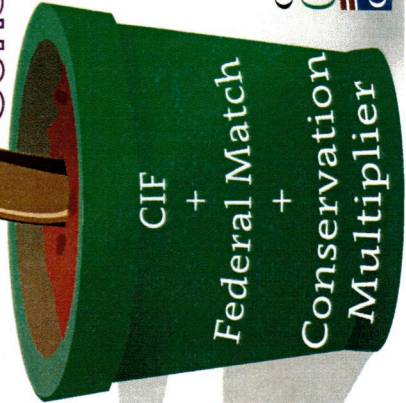
I'm only 1.43% of the total Gross Production Tax, but watch me grow. I'm the seed money that starts it all!



+1,069%

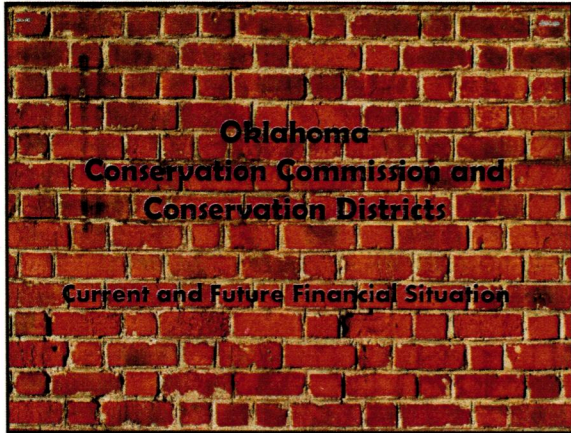


+54%



Growing
Local
Conservation





Current Year's Budget


\$9.96 Mil – General Revenue
- \$2.20 Mil – Bond Repayment
= \$7.76 Mil – Available General Revenue Funds

\$7.94 Million Allocated for the operation of Conservation Districts

↓ 5% Reduction from previous year's budget

Reductions taken in the following areas:


- OCC Divisions that receive GR
- Vacant Agency Positions (4)
- District Operating Expenses
- District Director Meeting Expense
- District Positions (3)

 Budget Rescissions are not out of the picture for the current year!

Budget Projection for 2016

State estimates **\$1 Billion Shortfall** in General Revenue

\$9.96 Mil – General Revenue
- \$1.00 Mil – 10% Budget Cut
- \$2.20 Mil – Bond Repayment
= \$6.76 Mil – Available General Revenue Funds

 Equates to 25 Conservation District Positions (at an average of \$40,000 per employee)

Conservation Infrastructure Fund

\$2.6 Million from the Gross Production Tax on oil. The Fund must be reauthorized in this coming legislative session.

How Funds are Used:

\$1.3 Mil – Locally Led Cost-Share

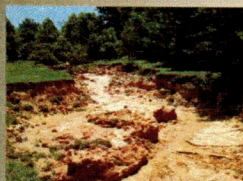
\$788 K – Conservation District Support

\$550 K – Water Quality Match (RCPP / CREP)

Challenge - Collections are not coming in as projected for this fiscal year.

- ❖ Could result in a diminished cost-share program and/or a delayed start to the program.
- ❖ Could result in an additional budget reduction to districts.
- ❖ Could diminish and/or delay the scope and scale of water quality conservation projects.

Flood Control Challenges



Flood Control Dams provided \$162 Mil in benefits during the 90 days of Spring flooding

76 Dams in 18 Counties received damage

\$1.8 Million needed for dam repairs

Funding for Rehabilitation
- Received \$32 Mil federal funds for 10 High Hazard dams
- Need **\$3 Million** to begin upgrades



Conservation Game Plan

Conservation Funding Request:



1. Support Base Appropriation – Limit Excessive Budget Cuts
2. Emergency Dam Repairs - \$1.8 Mil – 25% match for 76 dams in 18 counties
3. Dam Rehabilitation - \$3 Mil - 1st payment of \$9.1 total needed to match \$33 Mil in federal funds



Conservation Game Plan

Reauthorize Conservation Infrastructure Fund:

1. Continuation of the Cost-Share Program
2. Provides significant district administrative support
3. Provides match for Water Quality Conservation Programs



Conservation District Survey

- District Owned Bldg / Land
- Ongoing Conservation Education Program
- Community Outreach via newsletter, web, etc.
- Informational Mtgs., field days, adult training
- Director Involvement in District Activities
- Director involvement in local funds
- Director involvement in employee supervision
- Director attendance at board meetings
- Equipment rental
- Sale of goods / services
- Dependable / effective employees
- Fulfilling statutory / policy requirements
- Assisting NRCS and Partners
- Local Cost-Share Implementation
- Director attendance at area/state/national mtgs.
- District Contact with public officials
- District Demonstration Farm
- Other - Upstream Flood Control

Conservation District Survey

39 Districts Responded to Survey in *This Week in Conservation*.
Area 3 Districts – 6 out of 16 responded

Survey says:

Tied for 1st – Director Attendance at Board Meetings
Dependable / Effective Employees

Second - Upstream Flood Control

Third - Assisting NRCS and Partners

Fourth - Equipment Rental

Fifth - Local Cost-Share Implementation

District Effectiveness and Staffing Exercise

Background:

Below are 4 hypothetical Conservation Districts. Each person in your group is playing the role of a Conservation District director from one of the 4 districts. Each district has different workloads, strengths and weaknesses. Inside the district boundary is a list of characteristics you will use in evaluating each district. Please discuss each characteristic and rank its priority for directing District resources. The current staffing for each District is also included.





The Situation:

Due to budget constraints OCC has informed the 4 districts that there will only be funding for 4 full time employees and 1 part time employee for the entire geographic area. Develop the following:

1. A proposal on how to staff the area.
2. The role and responsibilities of each employee and board member.
3. A strategy for how the Conservation Districts can creatively meet their responsibilities and deliver conservation to their citizens.



District Office Location

<h3>District A</h3>  <ul style="list-style-type: none">• 1 Full Time Employee / 1 Part Time Employee• 61 Flood Control Dams• Spend 60% of their Cost Share Funds• Strong Locally Earned Funds Program• Limited Education/Outreach Program	<h3>District B</h3>  <ul style="list-style-type: none">• 2 Full Time Employees• 25 Flood Control Dams• Spend 10% of their Cost Share Funds• Weak Locally Earned Funds Program• Limited Education / Outreach Program• District owns the office building
<h3>District C</h3>  <ul style="list-style-type: none">• 2 Full Time Employees• 10 Flood Control Dams• Spend 50% of their Cost Share Funds• Very strong locally earned funds program• Average Education/Outreach Program• District Owns the Office Building	<h3>District D</h3>  <ul style="list-style-type: none">• 1 Full Time Employee / 1 Part Time Employee• 4 Flood Control Dams• Spend 100% of their Cost Share Funds• Weak Locally Earned Funds program• Very active Education / Outreach Program with a permanent outdoor classroom site• The majority of the district is an urban area

Statutory & Policy Requirements

a. District holds at least 10 monthly board meetings per year.	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
b. Two signatures are required on checks - with at least one being a board member.	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
c. Bank statement reconciliations are reviewed in board meeting and initialed by board member - not an office employee.	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
d. Sufficient bonding in place for any person who deals with finances of the district.	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
e. District has an employee job description on file for each employee and employee evaluations are conducted at least one time a year.	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
f. Joint Annual Plan of Operations submitted by July 1st of each year.	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
g. District Budget Request submitted by July 15th of each year.	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
h. Financial materials are delivered to auditor by Sept. 1st of each year.	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
i. Annual Report is submitted by Sept. 1st of each year.	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
j. Minutes of board meetings are submitted via email to OCC at least five days after approval at board meeting.	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
k. The District has updated their Long Range Plan within the past 5 years.	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

Conservation District Activities

A. Conservation Programs

1. Cost Share

Percentage of Allocated Funds Spent in a Program Year

Meeting Current Natural Resource Concerns as determined by the local district board (rate 1 - 5) 1 = Low 5 = High

Monthly reports submitted by the 5th of each month

<input type="checkbox"/>	%
<input type="checkbox"/>	Rating
<input type="checkbox"/>	Yes <input type="checkbox"/> No

2. Flood Control Program

Are Watershed Inspections completed by established deadline?

Do Directors actively participate in watershed inspections?

Is the Watershed O&M Plan completed based on the most recent inspections?

How many sites was O&M performed on based on Watershed O&M Plan?

Was technical or financial assistance requested from OCC to perform O&M?

If yes, how many sites was O&M performed on?

Are local funds expended on watershed O&M?

If Yes, approximate amount of funds expended:

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	No. of sites	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	No. of sites	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	\$		

3. Water Quality Program

Does your district have a Blue Thumb Program? Yes No

Does your district participate/interact with the OCC-WQ Monitoring Staff? Yes No

Does your district evaluate wetlands? Yes No

Does your district participate in any of the following:

CREP Yes No

Priority Watershed Implementation Project Yes No

RCPP Yes No

4. Soil Health

Did District Staff or Directors attend soil health training?
If Yes, how many attended?

Yes No

No. of Directors

No. of Staff

Did the District host a soil health training? Yes No

Has the District established a demonstration farm? Yes No

5. Conservation Technical Services

Does the district provide assistance to partners (i.e. NRCS)? Yes No

Do district staff provide technical assistance/services directly to customers? Yes No

Does the district serve as the local resource for all conservation related inquiries? Yes No

6. Other (List any other types of Conservation Programs here)

- 1.
- 2.
- 3.
- 4.
- 5.

B. Financial Stability

1. Fixed Assets - Equipment

Income Generating Strength (rate 1 - 5) 1 = Low 5 = High Rate total program Rating

Conservation Related Strength (rate 1 - 5) 1 = Low 5 = High Rate total program Rating

Conservation Strength is defined by how well the activity directly relates to the natural resource concerns identified by the district.

Equipment Rentals (check all that apply)

<input type="checkbox"/> Sprigger	<input type="checkbox"/> Econ-O-Mover	<input type="checkbox"/> Lime Spreader
<input type="checkbox"/> No-Till Drill	<input type="checkbox"/> Weed Wiper	<input type="checkbox"/> Seeder
<input type="checkbox"/> Grass Drill	<input type="checkbox"/> Aerator	<input type="checkbox"/> Trailer
<input type="checkbox"/> Pasture Sprayer	<input type="checkbox"/> Tractor	<input type="checkbox"/> Portable Corrals
<input type="checkbox"/> Yard Sprayer	<input type="checkbox"/> Post Driver	<input type="checkbox"/> Rock Picker
<input type="checkbox"/> Gopher Machine	<input type="checkbox"/> Auger	<input type="checkbox"/> Bale Trailer
<input type="checkbox"/> Root Trailer	<input type="checkbox"/> Scraper	<input type="checkbox"/> Root Plow
<input type="checkbox"/> Prescribe Burn Equipment	<input type="checkbox"/> Brush hog	

Other: please list

- 1.
- 2.
- 3.
- 4.
- 5.

2. Fixed Assets - Infrastructure

District Owned Office Building

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
<input type="checkbox"/>	Yes	<input type="checkbox"/>	No

District Owned Shop or other type structure

District Owned Land

Other: Please List

- 1.
- 2.
- 3.

3. Sale of Goods

Income Generating Strength (rate 1 - 5) Rate total program.

<input type="checkbox"/>	Rating
<input type="checkbox"/>	Rating

Conservation Related Strength (rate 1 -5) Rate total program.

Conservation Strength is defined by how well the activity directly relates to the natural resource concerns identified by the district.

Goods Sold (check all that apply)

- | | |
|--|---|
| <input type="checkbox"/> Grass Seed | <input type="checkbox"/> Fertilizer |
| <input type="checkbox"/> Irrigation Supplies | <input type="checkbox"/> Polyacrylamide |
| <input type="checkbox"/> Trees | <input type="checkbox"/> Freeze Proof Tanks |
| <input type="checkbox"/> Plat Books/Maps | <input type="checkbox"/> Soil Survey |
| <input type="checkbox"/> Gopher Bait | <input type="checkbox"/> Vegetable Plants |

Other: please list

- 1.
- 2.
- 3.
- 4.
- 5.

4. For Fee Conservation Services (defined as services provided to district customers)

Income Generating Strength (rate 1 - 5) Rate total program.

<input type="checkbox"/>	Rating
<input type="checkbox"/>	Rating

Conservation Related Strength (rate 1 -5) Rate total program.

Conservation Strength is defined by how well the activity directly relates to the natural resource concerns identified by the district.

Conservation Services (check all that apply)

- | | |
|---|---|
| <input type="checkbox"/> Grass Sprigging | <input type="checkbox"/> No-Till Drilling |
| <input type="checkbox"/> Water Well Testing | <input type="checkbox"/> Soil Sampling |
| <input type="checkbox"/> Aerial Photos / Maps | <input type="checkbox"/> Lawn Mowing |
| <input type="checkbox"/> Invasive Species Removal | <input type="checkbox"/> Skid Steer / Brush Control |
| <input type="checkbox"/> Disking | <input type="checkbox"/> Brush hogging |
| <input type="checkbox"/> Welding | <input type="checkbox"/> Farm Labor |

Other: please list

- 1.
- 2.
- 3.
- 4.
- 5.

5. Grants & Donations

Does the district solicit donations for programs and activities?

Yes No

If Yes, please give examples of donors (dollar figures not needed):

Did the district submit grant proposals for programs this year?

Yes No

If Yes, please list the grant proposals submitted?

If Yes, was the district successful in receiving funds?

Yes No

C. Outreach / Education

Adult Education (check all that apply)

- Field Days
- Seminars
- Workshops
- Demonstration Farm
- Annual Local Meeting

Number of Field Days
Number of Seminars
Number of Workshops

Other: please list

- 1.
- 2.
- 3.
- 4.
- 5.

Youth Education (check all that apply)

- Natural Resource Days
- Classroom Visits
- Library Programs
- Youth Board
- Land judging
- Scholarship

Number of Resource Days
Number of Classroom Visits
Number of Library Programs

Other: please list

- 1.
- 2.
- 3.
- 4.
- 5.

Information (check all that apply)

- Social Media - Website Facebook Twitter
Print Media - News Articles News Column Advertisements
 Newsletter
Radio / TV - Advertisements Radio / TV Show
Fairs / Exhibits - _____ Number of Events

Other: please list

- 1.
- 2.
- 3.
- 4.
- 5.

Board Effectiveness

- Board Attendance - members attend 80% or greater of all meetings Yes No
- Board Contact - members are in contact with office more than just on meeting day Yes No
- Board Participation in Outreach / Education events -(Rate 1 - 5) 1 = Low 5 = High Rating
- Board actively recruits new or associate members Yes No
- Board Members participate in: (number of members at each event)
- Area Meeting
- State Meeting
- National Meeting
- Board Members actively promote the District in the community? Yes No
- Describe how:
- Board Members assist with efforts to earn local funds? Yes No
- Describe how:
- Board Members actively participate in landowner/producer/customer conflict resolution. Yes No

Current Natural Resource Concerns

What is the district doing to address the current natural resource concerns?

- 1.
- 2.
- 3.

Emerging Conservation Issues

What is the district doing to address emerging conservation issues?

- 1.
- 2.
- 3.

Oklahoma Blue Thumb Association announces grant opportunity to Lifetime Member Conservation Districts



The OBTA will offer grants to Lifetime Member Conservation Districts (LMDs) in 2016. All LMDs will have the opportunity to apply for a one-time \$500 grant to promote the Blue Thumb Program or assist Blue Thumb Volunteers with monitoring or educational programs. Five grants will be awarded.

Ideas for successful grant proposals might include:

- Supporting volunteers through the purchase of waders, waterproof gloves, or nets.
- Providing funds to teachers to use in busing students to their Blue Thumb sites or paying for a substitute teacher during Blue Thumb field trips
- Planning and executing a water festival that includes Blue Thumb volunteers and promotes the Blue Thumb program
- Creating a Blue Thumb water quality display to be used by districts and volunteers at educational events, festivals, and other community functions
- Holding a conference or workshop to benefit Blue Thumb volunteers (and others) within your conservation district
- Providing educational signage for Blue Thumb stream sites and/or riparian areas

Districts are also encouraged to reach out to existing Blue Thumb volunteers to discuss what might make a good grant proposal.

Districts without a strong Blue Thumb presence might propose to hold an event to recruit Blue Thumb volunteers. Original ideas are very much encouraged.

Districts that are not already Lifetime Members of OBTA can join for a one-time cost of \$150. This can be done by sending a check to:



**OBTA
P.O. Box 58103
Oklahoma City, OK 73112**

Districts that join as a lifetime member by December 28, 2015, will be eligible to apply for one of five \$500 grants. A list of LMDs is on the back of this page.

Grant information/instructions will be emailed to each LMD before the end of 2015. The application process will be easy, but the competition is likely to be stiff, as there are currently 45 Lifetime Member Districts.

Grant proposals and applications will be accepted approximately January 4 through February 5, 2016.

A brief final report will be required of the successful projects.

“The Oklahoma Blue Thumb Association was established to support the Blue Thumb Volunteers in their efforts to protect the wadeable streams and rivers of Oklahoma.”

**NOTICE OF SCHEDULE OF REGULAR MEETINGS
FOR CALENDAR YEAR 2016**

In accordance with the Oklahoma Open Meeting Law, Title 25 of the Oklahoma Statutes, Sections 301 and following as amended, the Tulsa County Conservation District Board of Directors, a governmental subdivision and public body of the State of Oklahoma, with offices located at **6660 S. Sheridan Rd., Ste. 120 Tulsa, OK 74133**, files with the County Clerk of Tulsa County, Oklahoma, this schedule of meetings for the above calendar year.

MEETING DATE	TIME	PLACE
January 14, 2016	4:00 PM	6660 S. Sheridan Rd., Ste. 120 Tulsa
February 11, 2016	4:00 PM	6660 S. Sheridan Rd., Ste. 120 Tulsa
March 10, 2016	4:00 PM	6660 S. Sheridan Rd., Ste. 120 Tulsa
April 7, 2016 ¹⁴	4:00 PM	6660 S. Sheridan Rd., Ste. 120 Tulsa
May 12, 2016	4:00 PM	6660 S. Sheridan Rd., Ste. 120 Tulsa
June 9, 2016	4:00 PM	6660 S. Sheridan Rd., Ste. 120 Tulsa
July 14, 2016	4:00 PM	6660 S. Sheridan Rd., Ste. 120 Tulsa
August 11, 2016	4:00 PM	6660 S. Sheridan Rd., Ste. 120 Tulsa
September 8, 2016	4:00 PM	6660 S. Sheridan Rd., Ste. 120 Tulsa
October 13, 2016	4:00 PM	6660 S. Sheridan Rd., Ste. 120 Tulsa
November 10, 2016	4:00 PM	6660 S. Sheridan Rd., Ste. 120 Tulsa
December 8, 2016	4:00 PM	6660 S. Sheridan Rd., Ste. 120 Tulsa

Name of person reporting dates: Gabriel Parker
(Print or Type)

Signature _____

Title District Secretary Date _____

DUE IN OCC OFFICE BY DECEMBER 15 OF EACH YEAR