

AGENDA
Board of Directors Regular Meeting
Tulsa County Conservation District
5401 S. Sheridan, Suite 201
Tulsa, OK 74145
May 8, 2014 - 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 April 24, 2014 Special Meeting
 - B. Approval of Financial Statements & District Budget for Period Ending April 2014
 - C. Review of TACF Financials for Period Ending April 2014
 - 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 April
 - F. Acceptance of Conservation Program Specialist Reports
 - G. Acceptance of District Conservationist Agency Report
 - H. Acceptance of NRCS Farm Bill performance worksheets
5. Consideration of and Possible Action on Items to be Removed Consent Agenda
6. Cost Share Program Year 15
 - A. Cooperative Agreement for Jeff Tolle
 - B. Rankings and possible allocation of funds for current applicants Tom Curtsinger, James Adkins, and Jeffrey Tolle.
7. Discussion and/or Possible Action on the Following District Operation Items:
 - A. Board Position Recruitment
 - a) Elected Director Position #1 Update: Expiration June 30, 2014
 - b) Appointed Director Position Update: Expiration June 30, 2014
 - B. Joint Plan of Operation Edits
 - C. Letter to State and Local Elected Officials
 - D. Creek Clean-Up Information
 - E. Extra TCCD Office Furniture with Move June 30, 2014
 - F. Reimbursement to Gabriel Parker for Land Judging Supplies
 - G. Request to use an Outside Company to Shred Office Paper for Move in June
 - H. Retirement of Gary Bishop, District Conservationist.
 - I. Discussion with Lisa Knauf and Robert Toole from OCC
8. New Business:
9. Public Comments:
10. Adjourn:

Next regularly scheduled meeting is June 12, 2014 at the Tulsa County Conservation District Office: 5401 S. Sheridan Rd., Suite 201, Tulsa, OK 74145.



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 meeting of the Tulsa County Conservation District Board of Directors held on May 8, 2014 were approved as written by a vote in the **Regular Meeting** of the Board of Directors held on June 12, 2014


Chair, Board of Directors

June 12, 2014
Date

Attest:



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

Date: May 8, 2014

Time: 4:00 PM

Members Present: John Beasley, Chairman
Roy Foster, Treasurer
Scott VanLoo, Vice Chairman
Craig Thurmond, Member
Michelle Barnett, Member

Members Absent: None

Others Present: Gabrael Parker, District Secretary
Robert Tool, Assistant Director of OCC
Lisa Knauf-Owens, Operations Chief OCC

1. Meeting Called to Order:

Chairman Beasley called the meeting to order at 4:16 PM. He noted this was a Special 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 May 7, 2014 in the front window at 5401 S. Sheridan, Suite 201, Tulsa, Oklahoma 74145.

- 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 April 24, 2014 Special Meeting**
 - B. Approval of Financial Statements & District Budget for Period Ending April 2014**
 - C. Review of TACF Financials for Period Ending April 2014**
 - 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 April**
 - F. Acceptance of Conservation Program Specialist Reports**
 - G. Acceptance of District Conservationist Agency Report**
 - H. Acceptance of NRCS Farm Bill performance worksheets**

After a brief discussion, Scott VanLoo made a motion to accept the consent agenda as presented. Roy Foster 2nd the motion. Nays: None. The motion carries.

5. Consideration of and Possible Action on Items to be Removed Consent Agenda
None.

6. Cost Share Program Year 15

A. Cooperative Agreement for Jeff Tolle

After a brief discussion, Scott VanLoo made a motion to approve the cooperative agreement for Jeff Tolle. Roy Foster 2nd the motion. Nays: None. The motion carries.

Michelle Barnett entered the meeting at 4:19 PM

B. Rankings and possible allocation of funds for current applicants Tom Curtsinger, James Adkins, and Jeffrey Tolle.

After a brief discussion, the board decided to table this agenda item until the next meeting due to the lack of a ranking sheet to allocate cost-share funds.

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

A. Board Position Recruitment

a) Elected Director Position #: Expiration June 30, 2014

No progress had been made as of yet in recruiting for this position.

b) Appointed Director Position: Expiration June 30, 2014

After a brief discussion, Craig said the he would like to stay on the board until we found someone to fill this position. Gabriel said that she had some forms for him to fill out for his appointment. No further action needed to be taken at this time.

B. Joint Plan of Operation Edits

Roy Foster said that he had gone through the Joint Plan thoroughly, noting that he did not feel comfortable taking out the District Manager and Conservation Program Specialists from certain duties, even though we have not had the resources to support NRCS staff as well as other outreach duties. He said the he wanted to keep them in there because it shows how the decision made by the Oklahoma Conservation Commission not to fund these positions, have negatively impacted the office's ability to function in a way outlined in the Joint Plan of Operations. Scott VanLoo said the he too agreed with Roy in regards to keeping the DM and CPS duties in the JPO. Michelle Barnett said the she would like to take out Gary Bishop's name in light of his recent retirement, and replace it with just the District Conservationist for now until NRCS decides what to do about that position. Scott VanLoo asked if we could have personnel that were not employed by the District listed in the JPO like the Blue Thumb Coordinator. He said the he had spoken to Cheryl Cheadle, the Blue Thumb Coordinator before, and she said the she did not believe she could be specified in our JPO. Lisa Knauf-Owens said the she thought you could request Blue Thumb's assistance when trying to meet a certain activity or goal outlined in the JPO. Scott VanLoo said the he also spoke to Cheryl about goal number two and how they crossed out so many things with stream site monitoring, and if she had been in contact with Scott Grant when editing this. She said no, and that she was making the same assumption that we had been making. Since we are so short staffed we could not commit ourselves to doing those things. Roy Foster, in his comments in his edited version, wondered if we were no longer going to support Blue Thumb. Michelle Barnett said to the minimal extent that we can support Blue Thumb we should continue to do so. Michelle Barnett Made a motion to approve the Joint Plan of Operations with the edits discussed. Scott VanLoo 2nd the motion. Nays: None. The motion carries.

C. Letter to State and Local Elected Officials

This agenda item was tabled until the next meeting due to a letter had not been drafted for discussion.

D. Creek Clean-Up Information

Gabriel Parker said that she had put the flyer in the packet for informational purposes. Scott VanLoo said the he thought it would be a good idea to send the flyer in other creek cleanup information to our elected officials to show them the importance of what the District is doing in the Tulsa community.

Craig Thurmond enter the meeting at 4:38 PM

E. Extra TCCD Office Furniture with Move June 30, 2014

After a brief discussion, Michelle Barnett made a motion to allow staff to post the extra office furniture on craigslist and or other sites to try and sell before the office move on June 30th. Craig Thurmond 2nd the motion. Nays: None. The motion carries.

F. Reimbursement to Gabriel Parker for Land Judging Supplies

Gabriel said that new soil containers and spray bottles we needed in the Land Judging contest in April, so she had to go to Wal-Mart to get those for the event. Roy Foster made a motion to approve the reimbursement of \$12.99 to Gabriel Parker for land judging materials. Michelle Barnett 2nd the motion. Nays: None. The motion carries.

G. Request to use an Outside Company to Shred Office Paper for Move in June

After a brief discussion, the board decided to table this agenda item until the next meeting pending more research on possible companies to do the shredding.

H. Retirement of Gary Bishop, District Conservationist

Gabriel Parker informed everyone that Gary Bishop, the District Conservationist, had retired from NRCS as of Friday May 2, 2014. The NRCS State Office had not yet sent a statewide notice. They have not designated anyone to that position nor appointed someone as acting DC.

Michelle Barnett exited the meeting at 5:42 PM

I. Discussion with Lisa Knauf and Robert Toole from OCC

After a brief discussion, Robert Toole and Lisa Knauf-Owens said that OCC's budget committee had not met yet and an official budget had not been decided on at this point, so they could not speak on district funding as of now. They did however say that OCC should be meeting in the next two weeks and that they should have more information on funding by TCCD's next meeting in June. No further action needed to be taken.

8. New Business:

None

9. Public Comments:

None

10. Adjourn: John adjourned the meeting at 5:46 PM

Next regularly scheduled meeting is June 12, 2014 at the Tulsa County Conservation District
Office: 5401 S. Sheridan Rd., Suite 201, Tulsa, OK 74145.

11:15 AM

05/01/14

Accrual Basis

Tulsa County Conservation District
Profit & Loss
April 2014

	<u>Apr 14</u>
Income	
Administrative Income	0.44
OCC Reimbursements	10,300.06
Total Income	<u>10,300.50</u>
Expense	
Advertising and Promotion	393.52
Employee Benefits	109.57
Payroll	4,007.44
Payroll Tax	1,519.01
Telephone and Internet	109.01
Travel	242.88
Total Expense	<u>6,381.43</u>
Net Income	<u><u>3,919.07</u></u>

Tulsa County Conservation District

Profit & Loss Detail

April 2014

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Income								
Administrative Income								
Deposit	4/30/2014		Arvest			Arvest Money ...	0.21	0.21
Deposit	4/30/2014		Arvest			Arvest Special...	0.01	0.22
Deposit	4/30/2014		Arvest	Interest Pay...		Arvest Checki...	0.22	0.44
Total Administrative Income							0.44	0.44
OCC Reimbursements								
Deposit	4/1/2014		OCC	Reimburse...		Arvest Checki...	5,402.91	5,402.91
Deposit	4/18/2014		OCC	Reimburse...		Arvest Checki...	4,897.15	10,300.06
Total OCC Reimbursements							10,300.06	10,300.06
Total Income							10,300.50	10,300.50
Expense								
Advertising and Promotion								
Check	4/29/2014	8270	Tulsa World	Election Noti...		Arvest Checki...	393.52	393.52
Total Advertising and Promotion							393.52	393.52
Employee Benefits								
Check	4/23/2014	8264	OCC	April 2014 Pr...		Arvest Checki...	109.57	109.57
Total Employee Benefits							109.57	109.57
Payroll								
Check	4/1/2014	8263	Scott D Grant	March 16-31 ...		Arvest Checki...	920.03	920.03
Check	4/15/2014	8265	Gabriel S Parker	April 1-15th P...		Arvest Checki...	767.82	1,687.85
Check	4/16/2014	8269	Scott D Grant	Terminated A...		Arvest Checki...	970.24	2,658.09
Check	4/16/2014	8266	Scott D Grant	April 1-15th P...		Arvest Checki...	437.83	3,095.92
Check	4/30/2014	8276	Gabriel S Parker	Retroactive A...		Arvest Checki...	71.85	3,167.77
Check	4/30/2014	8273	Gabriel S Parker	April 16-30th ...		Arvest Checki...	839.67	4,007.44
Total Payroll							4,007.44	4,007.44
Payroll Tax								
Check	4/10/2014		IRS	941 Tax Pay...		Arvest Checki...	1,224.79	1,224.79
Check	4/22/2014		Oklahoma Tax Com...	March Tax P...		Arvest Checki...	154.00	1,378.79
Check	4/29/2014		Oklahoma Employ...	1st Quarter 2...		Arvest Checki...	138.22	1,517.01
Check	4/29/2014		Oklahoma Tax Com...	January Rem...		Arvest Checki...	2.00	1,519.01
Total Payroll Tax							1,519.01	1,519.01
Telephone and Internet								
Check	4/18/2014		AT&T	March 2014 ...		Arvest Checki...	109.01	109.01
Total Telephone and Internet							109.01	109.01

11:16 AM

05/01/14

Accrual Basis

Tulsa County Conservation District

Profit & Loss Detail

April 2014

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Income								
Administrative Income								
Deposit	4/30/2014		Arvest			Arvest Money ...	0.21	0.21
Deposit	4/30/2014		Arvest			Arvest Special...	0.01	0.22
Deposit	4/30/2014		Arvest	Interest Pay...		Arvest Checki...	0.22	0.44
Total Administrative Income							0.44	0.44
OCC Reimbursements								
Deposit	4/1/2014		OCC	Reimburse...		Arvest Checki...	5,402.91	5,402.91
Deposit	4/18/2014		OCC	Reimburse...		Arvest Checki...	4,897.15	10,300.06
Total OCC Reimbursements							10,300.06	10,300.06
Total Income							10,300.50	10,300.50
Expense								
Advertising and Promotion								
Check	4/29/2014	8270	Tulsa World	Election Noti...		Arvest Checki...	393.52	393.52
Total Advertising and Promotion							393.52	393.52
Employee Benefits								
Check	4/23/2014	8264	OCC	April 2014 Pr...		Arvest Checki...	109.57	109.57
Total Employee Benefits							109.57	109.57
Payroll								
Check	4/1/2014	8263	Scott D Grant	March 16-31...		Arvest Checki...	920.03	920.03
Check	4/15/2014	8265	Gabriel S Parker	April 1-15th P...		Arvest Checki...	767.82	1,687.85
Check	4/16/2014	8269	Scott D Grant	Terminated A...		Arvest Checki...	970.24	2,658.09
Check	4/16/2014	8266	Scott D Grant	April 1-15th P...		Arvest Checki...	437.83	3,095.92
Check	4/30/2014	8276	Gabriel S Parker	Retroactive A...		Arvest Checki...	71.85	3,167.77
Check	4/30/2014	8273	Gabriel S Parker	April 16-30th ...		Arvest Checki...	839.67	4,007.44
Total Payroll							4,007.44	4,007.44
Payroll Tax								
Check	4/10/2014		IRS	941 Tax Pay...		Arvest Checki...	1,224.79	1,224.79
Check	4/22/2014		Oklahoma Tax Com...	March Tax P...		Arvest Checki...	154.00	1,378.79
Check	4/29/2014		Oklahoma Employ...	1st Quarter 2...		Arvest Checki...	138.22	1,517.01
Check	4/29/2014		Oklahoma Tax Com...	January Rem...		Arvest Checki...	2.00	1,519.01
Total Payroll Tax							1,519.01	1,519.01
Telephone and Internet								
Check	4/18/2014		AT&T	March 2014 ...		Arvest Checki...	109.01	109.01
Total Telephone and Internet							109.01	109.01

**CPS Report
April 2014**

Meetings:

4/1/2014 City of Broken Arrow Planning/Stormwater about LID contest judging

Special Events:

4/2/2014 Great Plains Research & Innovation Symposium and Green Country
Low Impact Development Design Competition Finals Event

Up Coming Events:

4/16/2014 M.e.t.'s Downtown Enviro Expo 11-2
4/18/2014 TCC Northeast Land Judging Contest
4/26/2014 Party for the Planet at Tulsa Zoo 10-3
5/31/2014 20th Annual Creek Cleanup on Coal Creek/Mohawk Park

Work Duties Performed:

- ❖ Assist with agenda and minutes for meetings
- ❖ Answer phones
- ❖ Chair LID Contest Rules and Site Selection committee
 - Attend LID contest meetings
 - Create forms for contest judges
 - Coordinate answering of questions by contestants
 - Oversee team entries
 - Create expert judge score sheets
 - Create judges matrix
 - Contact and recruit judges
 - Communicate with teams
 - Enter judges scores
 - Maintain expert judge score sheets
 - Upload contest entries to OneDrive
- ❖ Planning 20th Annual Creek Cleanup on Sat, May 31st

**Agency Report
Natural Resources Conservation Service
Tulsa County Board of Directors Meeting
May 8, 2014**

Programs

EQIP – 35 Environmental Quality Incentives Program (EQIP) applications for FY 2014 have been received.

CSP – 15 Conservation Stewardship Program (CSP) applications for FY 2014 have been received.

WHIP – No Wildlife Habitat Incentives Program (WHIP) applications for FY 2014 have been received to evaluate and rank. The WHIP program will be rolled over into the EQIP program under the new Farm Bill for FY 2014.

State Cost Share

Program Year 15 Project Agreements: 4 Applications Received; 3 Approved; 1 Completed; 1 Cancelled

Farm Bill:

Applications for EQIP, WRP, CSP and GRP are taken anytime.

Outreach Events:

The Tulsa NRCS staff assisted the Tulsa County Conservation District and the Tulsa Community College (TCC) Northeast Campus to conduct an Annual Land Judging Contest on campus during April 18, 2014.

Performance Worksheet/Operational Tasks

Use this form July 1, 2013 to June 30, 2014

T _____ County

Conservation District:

April-14

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	X																										
Public presentations																											
Success stories																											
Earth Team volunteer program																											
Assist with statewide media																											
Other													X							X							X

Administrative Assistance for Farm Bill Programs

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

Farm Bill Contracting

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

Other Farm Bill Activities (add as needed)

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

Estimated number of hours all district staff worked this month assisting with Farm Bill delivery: 30 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 Staff



**Joint Business Plan/
Plan of Operations**

Tulsa County Conservation District #2

&

**Natural Resources Conservation Service
Tulsa Field Office**

July 1, 2014 – June 30, 2015

Personnel

Conservation District Directors

John Beasley	Chairman
Scott VanLoo	Vice-Chairman
Roy Foster	Treasurer
Michelle Barnett	Member
Craig Thurmond	Member

Associate Conservation District Directors

None currently active

District Personnel

None	District Manager
Scott Grant	Conservation Program Specialist
Gabriel Parker	District Secretary

Natural Resources Conservation Service Personnel

Gary Bishop	District Conservationist
Freddy Trujillo	Soil Conservation Technician

District Board Meetings

The Tulsa County Conservation District holds a regular Board Meeting on the second Thursday of every month at 4 p.m. at 5401 S Sheridan Suite 201 and beginning in July 2014, will be held at 6660 S Sheridan, Suite 120, Tulsa, OK 74145. Meetings ~~are~~ held at the district office ~~and~~ are open to the public.

Approval Page

John Beasley, Chairman

Scott VanLoo, Vice-Chair

Roy Foster, Treasurer

Michelle Barnett, Director

Craig Thurmond, Director

Joint Plan of Operations

June 30, 2014 – July 1, 2015

GOAL # 1: INFORM AND EDUCATE THE PUBLIC IN TULSA COUNTY

NRCS Mission Goal 1: High Quality, Productive Soils

NRCS Mission Goal 2: Clean and Abundant Water

NRCS Mission Goal 3: Healthy Plant and Animal Communities

NRCS Mission Goal 4: Clean Air

OBJECTIVE # 1: Conduct public information campaign to make county residents aware of NRCS and District programs and services.

Action Items:	Number	Who	When	Progress
1. Publicize timely news articles regarding conservation practices, program sign-up periods, and other information of interest to county residents	As available	DC/DM/CPS/ Blue Thumb coordinator	As available	
2. Provide conservation information at Tulsa Farm Show	1 exhibit As available	DM/CPS/DC/Volunteers	December	
3. Provide a conservation display at the Tulsa Home and Garden Show	1 exhibit	DM/CPS/DC/Volunteers <u>In coordination with the City of Tulsa</u>	March	
4. Promote Backyard Conservation Program	At booth exhibits	DM/DC/ CPS	Throughout the year	

7. Promote Tulsa Land Judging Event with Tulsa Community College	1 event	DM/DC/CPS/TCC staff	April	
8. Assist Jenks East Elementary with Rentie Grove nature trail tours	As Requested	DM/CPS	As Scheduled	
9. Participate with Party for the Planet at the Tulsa Zoo	1 event	DM/CPS/volunteers	April	
10. Participate in the M.e.t.'s Downtown Environmental Expo, when possible	1 event	DM/CPS/DS	April	
11. Assist educators with outdoor classrooms	As Requested	DM/DC/SC/CPS	As requested	

Objective #2: Conserve & Improve Water Quality through the Implementation of the Tulsa County Blue Thumb Water Quality Education Program

Action Items:	Number	Who	When	Progress
1. Conduct water quality assessments on Tulsa County streams	14 Stream Sites	DM/Blue Thumb staff/CPS/Volunteers	As needed	
2. Monitor Blue Thumb stream testing sites monthly to establish database	14 Stream Sites	DM/Blue Thumb staff/CPS/Volunteers	Monthly	

3. Conduct habitat assessments & fish collections	As needed	DM/Blue Thumb staff/CPS/Volunteers	Summer, as needed	
4. Conduct macroinvertebrate collections	14 Streams	DM/Blue Thumb staff/CPS/Volunteers	Winter Summer	
5. Conduct macroinvertebrate subsampling	14 Streams	DM/Blue Thumb staff/CPS/Volunteers <u>Can house at TCCD office</u>	Spring Fall	
6. Test for Blue Thumb stream sites for coliform bacteria	4 samples each month	DM/Blue Thumb staff/Volunteers	May-August	
7. Cooperate with Oklahoma Blue Thumb and Earth Team Volunteers to conduct QA session	Quarterly AM and PM sessions	DM/Blue Thumb staff/CPS/Volunteers <u>Can house at TCCD office</u>	January April July November	
8. Conduct an annual Blue Thumb training session	1 session	DM/Blue Thumb staff /CPS <u>Can help coordinate</u>	September <u>As scheduled</u>	

GOAL # 3 – PROVIDE OUTREACH TO UNDERSERVED GROUPS, TRADITIONAL AGRICULTURAL GROUPS, AND CLIENTS

NRCS Mission Goal 1: High Quality, Productive Soils

NRCS Mission Goal 2: Clean and Abundant Water

NRCS Mission Goal 3: Healthy Plant and Animal Communities

NRCS Mission Goal 4: Clean Air

NRCS Mission Goal 6: Working Farm and Ranch Lands (Urban Sprawl)

OBJECTIVE # 1: Hold meetings and make special efforts to work with the general public in Tulsa County

Action Items:	Number	Who	When	Progress
1. Resource Management	1	DM/All Staff/ <u>TACF</u> Directors	As available	

Conference				
2. Conduct local work group meeting	1	DM /DC/ <u>CPS/DS</u>	November	
3. Tulsa State Fair exhibit, <u>as possible</u>	1	DM /All Staff/ Volunteers/ Directors <u>In coordination with the City of Tulsa</u>	October	
4. Home and Garden Show exhibit, <u>as possible</u>	1	DM /All Staff/ Volunteers/ Directors	March	
5. M.e.t's Environmental Expo exhibit, as available	1	DM /CPS/Volunteers/ <u>DS</u>	April	
6. Party for the Planet activities at the Tulsa Zoo	1	DM /CPS/ <u>Volunteers</u>	<u>April</u>	
7. Tulsa Farm Show exhibit	1	DM /CPS/ <u>DC</u>	<u>December</u>	
8. Submit timely conservation program news, articles, stories, and announcements	6 <u>As needed</u>	DM/CPS/DC	As created	
9. Locally led meetings conducted for inventorying citizen resource concerns	2	DM/DC / CPS	September October	
11. Provide Community service hours for students needing credit for scholarships, funding or awards	As needed	DM / <u>CPS</u> <u>All staff</u>	As needed	
12. Attend Environmental Education Committee meetings, when	12 <u>As possible</u>	DM /CPS/ <u>DS</u>	2 nd <u>Tuesday</u> <u>Friday</u> of the month	

available				
13. Conduct an annual educational Volunteer Appreciation Dinner	1	DM/All staff/Directors	December	
14. Cultivate partnerships with Native American Tribes	2 <u>Tribes As requested</u>	DM/DC/ Directors/ <u>DS/SC</u>	As needed	

Goal # 4 – IMPLEMENT AVAILABLE PROGRAMS TO ADDRESS LOCALLY IDENTIFIED RESOURCE CONCERNS

NRCS Mission Goal 1: High Quality, Productive Soils

NRCS Mission Goal 2: Clean and Abundant Water

NRCS Mission Goal 3: Healthy Plant and Animal Communities

NRCS Mission Goal 4: Clean Air

NRCS Mission Goal 5: An Adequate Energy Supply

NRCS Mission Goal 6: Working Farm and Ranch Lands (Urban Sprawl)

OBJECTIVE # 1: Fully utilize funding from State and USDA programs to address conservation concerns

Action Items:	Number	Who	When	Progress
1. Evaluate current ranking criteria and make necessary changes for EQIP implementation	1	DM/DC	October	
2. Evaluate current ranking criteria and make necessary changes for State Cost-share Program	1	<u>DM/DC/DS</u>	As CSP Year begins	
3. Hold and conduct sign-up for State Cost-share Program	1	DM/ <u>DS/DC/SC</u>	After Item 2	
4. Conduct rankings and evaluations for State Cost-share Program	8	DM/DC/ <u>SC</u>	After Item 3	
5. Complete conservation plans on accepted State	5	DM/DC/SC	After Item 4	

Cost-share Program applications				
6. Complete status reviews on all <u>2008-most recent</u> Farm bill contracts within required deadline dates	15	DM/DC	September January	

GOAL # 5 – EFFICIENTLY AND EFFECTIVELY MANAGE THE LOCAL OFFICE TO IMPLEMENT THE CONSERVATION PARTNERSHIP

NRCS Mission Goal 2: Clean and Abundant Water

NRCS Mission Goal 3: Healthy Plant and Animal Communities

NRCS Mission Goal 4: Clean Air

NRCS Mission Goal 5: An Adequate Energy Supply

NRCS Mission Goal 6: Working Farm and Ranch Lands (Urban Sprawl)

OBJECTIVE # 1: Utilize Team, District, NRCS and other partners to direct the local conservation program

Action Items:	Number	Who	When	Progress
1. Update conservation needs assessment to reflect locally led meeting input and resource concern changes occurring in Tulsa county	1	<u>DM/DC/CPS/All staff/SC</u>	February	
2. Attend/Conduct Team meetings to address localized concerns	4	DM/Staff, as available	<u>August</u> <u>November</u> <u>March</u> <u>June</u> <u>As scheduled</u>	
3. Complete HEL/WC compliance reviews in a timely manner and submit required reports to the State Office	1	DM/DC	October	
4. Update practices quarterly in Share Point as required	4	DM/DC	October January April July	
5. Schedule Resource Specialist to complete	2	DM/DC	July	

conservation planning review				
6. Attempt to utilize at least 1 Earth Team Volunteer to assist with the local conservation program	3	DM/CPS/DC	As needed	
7. Cooperate with Tulsa Volunteer Center in Volunteer recruitment	1 cooperative agreement	DM/CPS/Directors	On-going	
8. Encourage cooperation and provide assistance to Units of Government	10 assists <u>As requested</u>	DM/All staff, <u>as available</u>	As needed	
9. Work with agencies to emphasize and coordinate conservation activities	8 activities <u>As needed</u>	DM/All staff, <u>as available</u>	As needed	
10. Assist with U.S. Fish & Wildlife Service with "Partners for Wildlife Program"	1 assist	DM/DC/SC	As needed	
11. Assist Tulsa County Commissioners and Staff with Emergency Watershed Protection	1 project <u>As requested</u>	DM/DC/SC	As Needed	

Objective # 2: Conserve Soil and Water Resources through Implementation of State Cost Share Program

Action Items:	Number	Who	When	Progress
1. Designate District & Technical Representatives	2	John Beasley/ Gary Bishop	December	
2. Select Approved Cost Share Practices	As offered	Board of Directors	As CSPY guidelines are released	
3. Develop Evaluation	1	Board of Directors	After Item 2	
4. Determine & approve applicant cost-share rate	1	Board of Directors	After Item 3	

5. Determine & Approve maximum cost share payment	1	Board of Directors	After Item 4	
6. Determine & Approve application period	Monthly	Board of Directors	Monthly	
7. Advertise Cost Share Program	Multiple	All staff	When funding becomes available	

Objective # 3: Provide assistance to OCC, OACD and other conservation districts

Action Items:	Number	Who	When	Progress
1. Assist other conservation districts with <u>environmental education events</u>	10 <u>assistsAs requested</u>	DM/CPS <u>All staff</u>	As needed	

GOAL # 6 – PROMOTE USDA AND STATE CIVIL RIGHTS POLICIES AND OBSERVE DIVERSITY RECOGNITION CELEBRATIONS

NRCS Mission Goal 2: Clean and Abundant Water

NRCS Mission Goal 3: Healthy Plant and Animal Communities

NRCS Mission Goal 4: Clean Air

NRCS Mission Goal 5: An Adequate Energy Supply

NRCS Mission Goal 6: Working Farm and Ranch Lands (Urban Sprawl)

OBJECTIVE # 1: Discuss and abide by Federal, State and Local civil rights policies in the Tulsa Conservation District

Action Items:	Number	Who	When	Progress
1. Update and maintain required civil rights posters and displays	1	DC/DS/DM/	October	
2. Ensure and maintain handicapped accessibility in the Tulsa Field office	1	DC/ <u>DS</u>	October	
3. Review PRS parity reports on a quarterly basis to ensure that all clients in Tulsa County are receiving equal and fair assistance	4	DC	October January April July	
4. Discuss the Cooperative Working Agreement between NRCS, OCC and TCCD at	1	DC/ <u>TCCD Board/DS</u>	February	

the February Board Meeting				
5. Discuss and encourage employee participation in civil rights activities and special observance during designated months	5	DC/SC	October November January February September	
6. Include the non-discrimination statement on all documents meant for public distribution	12 As published	All staff	September	
7. Discuss NRCS policies regarding Titles VI and VII of the CRA, sexual harassment, workplace violence and outreach with staff members quarterly staff meetings	4	DC	November February May August	

GOAL # 7 – UTILIZE DISTRICT RESOURCES TO BENEFIT CONSERVATION

NRCS Mission Goal 2: Clean and Abundant Water

NRCS Mission Goal 3: Healthy Plant and Animal Communities

NRCS Mission Goal 4: Air Quality

NRCS Mission Goal 5: An Adequate Energy Supply

NRCS Mission Goal 6: Working Farm and Ranch Lands (Urban Sprawl)

OBJECTIVE # 1: Operate and maintain district equipment and programs to apply conservation practices in Tulsa County

Action Items:	Number	Who	When	Progress
1. Ensure <u>Keep</u> district inventory of Blue Thumb chemicals and supplies is adequate to address the need for monitoring water quality.	1	DM/CPS <u>All staff</u>	As needed	
2. Ensure that district inventory of storm drain stenciling materials is adequate.	1	DM/CPS <u>All staff in coordination with City of Tulsa</u>	As needed	
3. Purchase supplies necessary to complete the goals of the Conservation District board	As needed	DM/CPS/DS	As needed	

OBJECTIVE # 2 – Efficiently manage district financial resources according to state policy in Tulsa County

Action Items:	Number	Who	When	Progress
1. Execute District Financial audit to ensure integrity and conform to state requirements.	1	DM/DS	July	
2. Keep financial and payroll account current accurate	1	DM/DS	July <u>Ongoing</u>	

OBJECTIVE # 3 – Efficiently manage district human resources to accomplish priority objectives

Action Items:	Number	Who	When	Progress
1. Conduct employee performance reviews on an annual basis to ensure adequate accomplishments	2	Chairman <u>TCCD Board of Directors</u>	July	

OBJECTIVE # 4 – Maintain District Director membership according to Oklahoma State Laws

Action Items:	Number	Who	When	Progress
1. Conduct elections for District Director positions that expire this fiscal year	As needed	All staff	March <u>April</u>	
2. Take necessary steps to reappoint District Director positions that expire this fiscal year	1	DM/DS	March <u>April</u>	
3. Maintain a list of eligible and interested potential directors	1	DM/DS	March <u>Ongoing</u>	

OBJECTIVE # 5 – Maintain and improve legislative efforts.

Action Items:	Number	Who	When	Progress
1. Directors attend legislative days and events	3	Directors	As needed	
2. Increase legislative correspondence	As needed	All staff/Directors	As needed	

Roy's Edit



**Joint Business Plan/
Plan of Operations**

Tulsa County Conservation District #2

&

**Natural Resources Conservation Service
Tulsa Field Office**

July 1, 2014 – June 30, 2015

Personnel

Conservation District Directors

John Beasley	Chairman
Scott VanLoo	Vice-Chairman
Roy Foster	Treasurer
Michelle Barnett	Member
Craig Thurmond	Member

Associate Conservation District Directors

None currently active

District Personnel

None	District Manager
Scott Grant None	— Conservation Program Specialist
Gabriel Parker	District Secretary

Natural Resources Conservation Service Personnel

Gary Bishop	District Conservationist
Freddy Trujillo	Soil Conservation Technician

District Board Meetings

The Tulsa County Conservation District holds a regular Board Meeting on the second Thursday of every month at 4 p.m. at 5401 S Sheridan Suite 201 and beginning in July 2014, will be held at 6660 S Sheridan, Suite 120, Tulsa, OK 74145. Meetings ~~are~~ held at the district office ~~and~~ are open to the public.

Approval Page

John Beasley, Chairman

Scott VanLoo, Vice-Chair

Roy Foster, Treasurer

Michelle Barnett, Director

Craig Thurmond, Director

Joint Plan of Operations
~~June 30~~July 1, 2014 – ~~July 1~~June 30, 2015

GOAL # 1: INFORM AND EDUCATE THE PUBLIC IN TULSA COUNTY

NRCS Mission Goal 1: High Quality, Productive Soils

NRCS Mission Goal 2: Clean and Abundant Water

NRCS Mission Goal 3: Healthy Plant and Animal Communities

NRCS Mission Goal 4: Clean Air

OBJECTIVE # 1: Conduct public information campaign to make county residents aware of NRCS and District programs and services.

Action Items:	Number	Who	When	Progress
1. Publicize timely news articles regarding conservation practices, program sign-up periods, and other information of interest to county residents	As available	DC/DM/CPS/ Blue Thumb coordinator	As available	
2. Provide conservation information at Tulsa Farm Show	1 exhibit <u>As available</u>	DM/CPS/DC/Volunteers	December	
3. Provide a conservation display at the Tulsa Home and Garden Show	1 exhibit	DM/CPS/DC/Volunteers <u>In coordination with the City of Tulsa</u>	March	
4. Promote Backyard Conservation Program	At booth exhibits	DM/DC/ CPS	Throughout the year	

Comment [RF1]: Newsletter?

7. Promote Tulsa Land Judging Event with Tulsa Community College	1 event	DM/DC/CPS/ TCC staff	April	
8. Assist Jenks East Elementary with Rentie Grove nature trail tours	As Requested	DM/CPS	As Scheduled	
9. Participate with Party for the Planet at the Tulsa Zoo	1 event	DM/CPS/volunteers	April	
10. Participate in the M.e.t.'s Downtown Environmental Expo, when possible	1 event	DM DM/CPS/DS	April	
11. Assist educators with outdoor classrooms	As Requested	DM DM/DC/SC/CPS	As requested	

Comment [RF2]: Who is TCC?

Objective #2: Conserve & Improve Water Quality through the Implementation of the Tulsa County Blue Thumb Water Quality Education Program

Action Items:	Number	Who	When	Progress
1. Conduct water quality assessments on Tulsa County streams	14 Stream Sites	DM/Blue Thumb staff/CPS/Volunteers	As needed	
2. Monitor Blue Thumb stream testing sites monthly to establish database	14 Stream Sites	DM/Blue Thumb staff/CPS/Volunteers	Monthly	

Comment [RF3]: Are we dumping Tulsa County Blue Thumb Program?

To min extent we can we with

3. Conduct habitat assessments & fish collections	As needed	DM/Blue Thumb staff/CPS/Volunteers	Summer, as needed	
4. Conduct macroinvertebrate collections	14 Streams	DM/Blue Thumb staff/CPS/Volunteers	Winter Summer	
5. Conduct macroinvertebrate subsampling	14 Streams	DM/Blue Thumb staff/CPS/Volunteers <u>Can house at TCCD office</u>	Spring Fall	
6. Test for Blue Thumb stream sites for coliform bacteria	4 samples each month	DM/Blue Thumb staff/Volunteers	May-August	
7. Cooperate with Oklahoma Blue Thumb and Earth Team Volunteers to conduct QA session	Quarterly AM and PM sessions	DM DM/Blue Thumb staff/ CPS CPS/ Volunteers <u>Can house at TCCD office</u>	January April July November	
8. Conduct an annual Blue Thumb training session	1 session	DM DM/Blue Thumb staff / CPS CPS <u>Can help coordinate</u>	<u>September</u> <u>As scheduled</u>	

GOAL # 3 – PROVIDE OUTREACH TO UNDERSERVED GROUPS, TRADITIONAL AGRICULTURAL GROUPS, AND CLIENTS

NRCS Mission Goal 1: High Quality, Productive Soils

NRCS Mission Goal 2: Clean and Abundant Water

NRCS Mission Goal 3: Healthy Plant and Animal Communities

NRCS Mission Goal 4: Clean Air

NRCS Mission Goal 6: Working Farm and Ranch Lands (Urban Sprawl)

OBJECTIVE # 1: Hold meetings and make special efforts to work with the general public in Tulsa County

Action Items:	Number	Who	When	Progress
1. Resource Management	1	DM All Staff/ <u>TACF</u> Directors	As available	

Conference				
2. Conduct local work group meeting	1	DM DM/DC/ CPS CPS/DS	November	
3. Tulsa State Fair exhibit, <u>as possible</u>	1	DM /All Staff/ Volunteers/ Directors <u>In coordination with the City of Tulsa</u>	October	
4. Home and Garden Show exhibit, <u>as possible</u>	1	DM /All Staff/ Volunteers/ Directors	March	
5. M.e.t's Environmental Expo exhibit, as available	1	DM /CPS/Volunteers/DS	April	
6. Party for the Planet activities at the Tulsa Zoo	1	DM/CPS/ Volunteers	April	
7. Tulsa Farm Show exhibit	1	DM/CPS/DC	December	
8. Submit timely conservation program news, articles, stories, and announcements	6 <u>As needed</u>	DM/CPS/DC	As created	
9. Locally led meetings conducted for inventorying citizen resource concerns	2	DM/DC / CPS	September October	
11. Provide Community service hours for students needing credit for scholarships, funding or awards	As needed	DM/CPS All staff	As needed	
12. Attend Environmental Education Committee meetings, when	12 <u>As possible</u>	DM DM/CPS/DS	2 nd <u>Tuesday</u> <u>Friday</u> of the month	

available				
13. Conduct an annual educational Volunteer Appreciation Dinner	1	DM/ All staff /Directors	December	
14. Cultivate partnerships with Native American Tribes	2 <u>Tribes As requested</u>	DM/DC/ Directors/ <u>DS/SC</u>	As needed	

Goal # 4 – IMPLEMENT AVAILABLE PROGRAMS TO ADDRESS LOCALLY IDENTIFIED RESOURCE CONCERNS

NRCS Mission Goal 1: High Quality, Productive Soils

NRCS Mission Goal 2: Clean and Abundant Water

NRCS Mission Goal 3: Healthy Plant and Animal Communities

NRCS Mission Goal 4: Clean Air

NRCS Mission Goal 5: An Adequate Energy Supply

NRCS Mission Goal 6: Working Farm and Ranch Lands (Urban Sprawl)

OBJECTIVE # 1: Fully utilize funding from State and USDA programs to address conservation concerns

Action Items:	Number	Who	When	Progress
1. Evaluate current ranking criteria and make necessary changes for EQIP implementation	1	DM/DC	October	
2. Evaluate current ranking criteria and make necessary changes for State Cost-share Program	1	DM DM/DC/ <u>DS</u>	As CSP Year begins	
3. Hold and conduct sign-up for State Cost-share Program	1	DM/ <u>DS/DC/SC</u>	After Item 2	
4. Conduct rankings and evaluations for State Cost-share Program	8	DM/DC/ <u>SC</u>	After Item 3	
5. Complete conservation plans on accepted State	5	DM/DC/SC	After Item 4	

Cost-share Program applications				
6. Complete status reviews on all 2008 -of most recent Farm bill contracts within required deadline dates	15	DM/DC	September January	

GOAL # 5 – EFFICIENTLY AND EFFECTIVELY MANAGE THE LOCAL OFFICE TO IMPLEMENT THE CONSERVATION PARTNERSHIP

NRCS Mission Goal 2: Clean and Abundant Water

NRCS Mission Goal 3: Healthy Plant and Animal Communities

NRCS Mission Goal 4: Clean Air

NRCS Mission Goal 5: An Adequate Energy Supply

NRCS Mission Goal 6: Working Farm and Ranch Lands (Urban Sprawl)

OBJECTIVE # 1: Utilize Team, District, NRCS and other partners to direct the local conservation program

Action Items:	Number	Who	When	Progress
1. Update conservation needs assessment to reflect locally led meeting input and resource concern changes occurring in Tulsa county	1	DM /DM/DC/CPS/All staff/SC	February	
2. Attend/Conduct Team meetings to address localized concerns	4	DM/Staff, as available	August November March June As scheduled	
3. Complete HEL/WC compliance reviews in a timely manner and submit required reports to the State Office	1	DM/ DS /DC	October	
4. Update practices quarterly in Share Point as required	4	DM/ DS /DC	October January April July	
5. Schedule Resource Specialist to complete	2	DM/DC	July	

Comment [RF4]: What is HEL & WC?

conservation planning review				
6. Attempt to utilize at least 1 Earth Team Volunteer to assist with the local conservation program	3	DM/CPS/DC	As needed	
7. Cooperate with Tulsa Volunteer Center in Volunteer recruitment	1 cooperative agreement	DM/CPS/Directors	On-going	
8. Encourage cooperation and provide assistance to Units of Government	10 assists <u>As requested</u>	DM/All staff, <u>as available</u>	As needed	
9. Work with agencies to emphasize and coordinate conservation activities	8 activities <u>As needed</u>	DM/All staff, <u>as available</u>	As needed	
10. Assist with U.S. Fish & Wildlife Service with "Partners for Wildlife Program"	1 assist	DM/DC/SC	As needed	
11. Assist Tulsa County Commissioners and Staff with Emergency Watershed Protection	1 project <u>As requested</u>	DM/DC/SC	As Needed	

Objective # 2: Conserve Soil and Water Resources through Implementation of State Cost Share Program

Action Items:	Number	Who	When	Progress
1. Designate District & Technical Representatives	2	John Beasley / Gary Bishop ^{TCO/DC}	December	
2. Select Approved Cost Share Practices	As offered	Board of Directors	As CSPY guidelines are released	
3. Develop Evaluation	1	Board of Directors	After Item 2	
4. Determine & approve applicant cost-share rate	1	Board of Directors	After Item 3	

NRCS staff

5. Determine & Approve <u>Establish</u> maximum cost share payment	1	Board of Directors	After Item 4	
6. Determine & Approve <u>Establish</u> application period	Monthly	Board of Directors	Monthly	
7. Advertise Cost Share Program	Multiple	All staff	When funding becomes available	

Objective # 3: Provide assistance to OCC, OACD and other conservation districts

Action Items:	Number	Who	When	Progress
1. Assist other conservation districts with <u>environmental education events</u>	10 <u>assistsAs requested</u>	DM/CPS <u>All staff</u>	As needed	

GOAL # 6 – PROMOTE USDA AND STATE CIVIL RIGHTS POLICIES AND OBSERVE DIVERSITY RECOGNITION CELEBRATIONS

- NRCS Mission Goal 2: Clean and Abundant Water
- NRCS Mission Goal 3: Healthy Plant and Animal Communities
- NRCS Mission Goal 4: Clean Air
- NRCS Mission Goal 5: An Adequate Energy Supply
- NRCS Mission Goal 6: Working Farm and Ranch Lands (Urban Sprawl)

OBJECTIVE # 1: Discuss and abide by Federal, State and Local civil rights policies in the Tulsa Conservation District

Action Items:	Number	Who	When	Progress
1. Update and maintain required civil rights posters and displays	1	DC/DS/DM/	October	
2. Ensure and maintain handicapped accessibility in the Tulsa Field office	1	DC/ <u>DS</u>	October	
3. Review PRS parity reports on a quarterly basis to ensure that all clients in Tulsa County are receiving equal and fair assistance	4	DC	October January April July	
4. Discuss the Cooperative Working Agreement between	1	DC/ <u>TCCD Board/DS</u>	February	

NRCS, OCC and TCCD at the February Board Meeting				
5. Discuss and encourage employee participation in civil rights activities and special observance during designated months	5	DC/SC	October November January February September	
6. Include the non-discrimination statement on all documents meant for public distribution	12 As published	All staff	September	
7. Discuss NRCS policies regarding Titles VI and VII of the CRA, sexual harassment, workplace violence and outreach with staff members quarterly staff meetings	4	DC	November February May August	

GOAL # 7 – UTILIZE DISTRICT RESOURCES TO BENEFIT CONSERVATION

NRCS Mission Goal 2: Clean and Abundant Water
NRCS Mission Goal 3: Healthy Plant and Animal Communities
NRCS Mission Goal 4: Air Quality
NRCS Mission Goal 5: An Adequate Energy Supply
NRCS Mission Goal 6: Working Farm and Ranch Lands (Urban Sprawl)

OBJECTIVE # 1: Operate and maintain district equipment and programs to apply conservation practices in Tulsa County

Action Items:	Number	Who	When	Progress
1. Ensure Keep Ensure district inventory of Blue Thumb chemicals and supplies is are adequate to address the need for monitoring water quality.	1	DM/CPS All staff	As needed	
2. Ensure that district inventory of storm drain stenciling materials is are adequate.	1	DM/CPS All staff in coordination with City of Tulsa	As needed	
3. Purchase supplies necessary to complete the goals of the Conservation District board	As needed	DM/CPS/DS	As needed	

OBJECTIVE # 2 – Efficiently manage district financial resources according to state policy in Tulsa County

Action Items:	Number	Who	When	Progress
1. Execute District Financial audit to ensure integrity and conform to state requirements.	1	DM/DS	July	
2. Keep financial and payroll account current accurate	1	DM/DS	July Ongoing	

OBJECTIVE # 3 – Efficiently manage district human resources to accomplish priority objectives

Action Items:	Number	Who	When	Progress
1. Conduct employee performance reviews on an annual basis to ensure adequate accomplishments	2	Chairman TCCD Board of Directors	July	

OBJECTIVE # 4 – Maintain District Director membership according to Oklahoma State Laws

Action Items:	Number	Who	When	Progress
1. Conduct elections for District Director positions that expire this fiscal year	As needed	All staff	March April	
2. Take necessary steps to reappoint District Director positions that expire this fiscal year	1	DM/DS	March April	
3. Maintain a list of eligible and interested potential directors	1	DM/DS	March Ongoing	

Comment [RF5]: Why two months?

Comment [RF6]: Why two months?

OBJECTIVE # 5 – Maintain and improve legislative efforts.

Action Items:	Number	Who	When	Progress
1. Directors attend legislative days and events	3	Directors	As needed	
2. Increase legislative correspondence	As needed	All staff/Directors	As needed	



**CITY OF
Tulsa**
A New Kind of Energy.



**Save
Our
Streams**

*****FOR IMMEDIATE RELEASE*****

Contact: Scott VanLoo
Telephone: (918) 591-4340
Email: svanloo@cityoftulsa.org

20th Annual Creek Cleanup
Tulsa Area Conservation Foundation and the City of Tulsa

The City of Tulsa is partnering with various groups to host its 20th annual creek cleanup. This is a family friendly activity being held Saturday, May 31st from 9:00am to 1 pm at the Tulsa Zoo in the Helmerich Discovery Center. Volunteers will enjoy a free breakfast in the morning before gearing up to pick up trash along Coal Creek which runs throughout the Tulsa Zoo and Mohawk Park. All equipment needed will be provided, though some citizens may be asked to drive their vehicles to the cleanup sites (no trash however will be transported in citizen's vehicles). Sturdy shoes and clothing that is geared toward outdoor work would be appropriate. After picking up trash from the stream for about an hour, everyone will head back to the Helmerich Discovery Center for lunch, activities, and attendance prizes. Prizes include free zoo passes, kids fishing poles, rain barrels and others. This activity is part of the City of Tulsa and the Tulsa Area Conservation Foundation's efforts to bring awareness to the impact of trash and other pollution on Tulsa's creeks and streams. To learn more about this event visit www.cityoftulsa.org/sos or register at <http://www.eventbrite.com/e/zoo-creek-clean-up-tickets-11360261849?aff=eac2>

Creek Cleanup Main Points:

- Coordinate local conservation, sustainability groups, and the public to beautify a section of Tulsa's streams by picking up trash
- Participating groups include the Tulsa Area Conservation Foundation, the City of Tulsa, The Tulsa Zoo, Sustainable Tulsa, the Oxley Nature Center, TYPros, and the M.e.t.
- Event is on May 31st from 9am till noon and is based out of the Helmerich Discovery Center at the Tulsa Zoo
- Breakfast sponsored by Foolish Things Coffee Co. Lunch provided by RibCrib.
- Attendance prizes will be given out including zoo passes, kids fishing poles, rain barrels, rain gauges and others.
- The goal of the event is to bring awareness and provide education to the public about how trash impacts wildlife and the public quality of life, while helping clean up a section of Tulsa's waterways.

For more information on this event contact Scott VanLoo at (918) 591-4340 or svanloo@cityoftulsa.org



Join us for the

20th Annual Creek Clean –up of Coal Creek
on May 31st from 9am to 1pm.

Meet at the

Tulsa Zoo in the Helmerich Discovery Center.

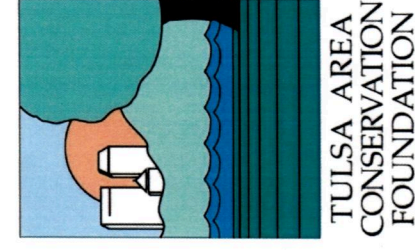


Light Breakfast and lunch will be provided

Free Zoo passes for the first 100 people who sign up including free train
and carousel rides

Door prizes and prizes for the most unusual piece of trash

To sign up please contact Julie Monnot at 918-591-4375 or go to
eventbrite.com and search for Zoo Creek Clean-up



Tips for Volunteers who help with the Creek Clean up

- Wear close toe shoes that you won't mind getting wet.
- Long pants and sleeved shirts will help protect from poison ivy and sunburn.
- You may want to bring sunscreen and insect repellent.
- Heavy duty gloves are helpful.
- Bring a container for water.
- Watch for sharp objects and pick them up only if you feel you can do so safely.
- Do not touch anything that looks like medical waste or drug paraphernalia, but do point out such items to your team leader. We will take care of the situation.
- Do not over extend yourself if you need to rest and tell your team leader if your feeling like you need medical attention.
- Participation is at your own risk. We appreciate your help but don't want anyone getting hurt for any reason.
- The goal of the Clean up is to have fun, learn about water quality and perform a needed public service.

The 2014 Creek Clean-up would not be possible without the help of these sponsors

