

**AGENDA**  
**Board of Directors Regular Meeting**  
**Tulsa County Conservation District**  
**6660 S. Sheridan Rd. Suite 120**  
**Tulsa, OK 74133**  
**September 18, 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 August 25, 2014 Regular Meeting
  - B. Acceptance of TACF Minutes from July 7, 2014 Meeting
  - C. Approval of Financial Statements & District Budget for Period Ending August 2014
  - D. Review of TACF Financials for Period Ending August 2014
  - E. Approval of District Reimbursement Claims and Payment of Bills Owed by the District
  - F. Approval of District Employee Timesheet & Leave Records for the Month of August
  - G. Acceptance of Conservation Program Specialist Reports
  - H. 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. John Beasley's Board Resignation letter
  - B. Public Discussion of Long Range Plan
  - C. Discussion and Acceptance of District Conservationist Agency Report
  - D. Vote to change the regularly scheduled meetings from the 2<sup>nd</sup> Thursday of the month to the 3<sup>rd</sup> Thursday of the month.
  - E. Introduction of Cynthia short the new Community Outreach Coordinator
  - F. COC position discussion with Stacy Hansen the Communications Coordinator from OCC
  - G. Grant writing workshop for TCCD staff.
  - H. Upcoming Area 3 Meeting 10/29/2014
  - I. Review TACF Agenda for October 1<sup>st</sup> meeting
7. Proposed Executive Session:

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

  - A. Return to open session and establishment of quorum. Take any action or entertain a motion related to executive session described above.
8. Proposed Executive Session:

Vote in open session to enter Executive Session, as authorized by Title 25 O.S. Section 307 (B) (1), to discuss the Community Outreach Coordinator responsibilities and MOA. If the executive session is approved, designate in open session the person keeping minutes.

  - B. Return to open session and establishment of quorum. Take any action or entertain a motion related to executive session described above.
9. New Business:
10. Public Comments:
11. Adjourn:

Next regularly scheduled meeting is October 16, 2014 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](mailto:Tulsaccd@conservation.ok.gov)

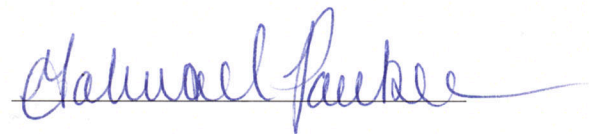
## STATEMENT OF APPROVAL OF MINUTES

I certify that the minutes of the meeting of the Tulsa County Conservation District Board of Directors held on **September 18, 2014** were approved as written by a vote in the **Regular Meeting** of the Board of Directors held on **October 16, 2014**

  
Chair, Board of Directors

10/16/14  
Date

Attest:





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

Date: September 18, 2014

Time: 4:00 PM

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

Members Absent: None

Others Present: Gabrielael Parker, District Secretary  
Cyndie Short, Community Outreach Coordinator  
Cleaon Bradford, District Conservationist  
Stacy Hansen, OCC Communications Coordinator  
Zach Kilburn, Public

**1. Meeting Called to Order:**

Vice Chairman Scott VanLoo called the meeting to order at 4:08 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 September 17, 2014 in the front window at 6660 S. Sheridan Rd. Suite 120. Tulsa, Oklahoma 74133.

Quarantine

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 August 25, 2014 Regular Meeting
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  - E. Approval of District Reimbursement Claims and Payment of Bills Owed by the District
  - F. Approval of District Employee Timesheet & Leave Records for the Month of August
  - G. Acceptance of Conservation Program Specialist Reports
  - H. Acceptance of NRCS Farm Bill performance worksheets

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

After a brief discussion, Craig Thurmond made a motion to accept the consent agenda as presented. Roy Foster 2<sup>nd</sup> the motion. Nays: None. The motion carries.



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

Scott VanLoo entered the meeting at 4:12 PM

**A. John Beasley's Board Resignation letter**

After a brief discussion, John advised the board that he would like to resend his resignation letter and continue to remain the Chairman of the TCCD Board. Craig Thurmond made a motion to accept John Beasley resending his resignation letter. Roy Foster 2<sup>nd</sup> the motion. Nays: None. The motion carries.

**B. Public Discussion of Long Range Plan**

The Board recognized Zach and Stacy as members of the public and invited them to make any comments on the Long Range Plan. Both Zach and Stacy said that they did have a chance to review the plan and said that they did not see any problems with the concepts and goals. Both Zach and Stacy said that they liked the LRP. With no other members of the public available for discussion, Gabrielael Parker said that a vote to approve would need to take place at the next meeting to make the plan official. No further action needed to be taken at that time.

**C. Discussion and Acceptance of District Conservationist Agency Report**

Gabriael said that there were a few things on the Agency report that Cleaon Bradford wanted to discuss, and that was the reasoning behind moving this item from the consent agenda. Gabrielael also said that since the retirement of Gary Bishop, we had skipped over asking NRCS if they had anything to discuss. Gabrielael said that for future meetings, we should double check with NRCS, as we did before, to see if they have anything they would like to discuss. After a brief discussion, Craig Thurmond made a motion to accept the District Conservationists Agency Report. Roy Foster 2<sup>nd</sup> the motion. Nays: None. The motion carries.

**D. Vote to change the regularly scheduled meetings from the 2<sup>nd</sup> Thursday of the month to the 3<sup>rd</sup> Thursday of the month.**

After a brief discussion, Scott VanLoo made a motion to approve changing our regularly scheduled meetings from the 2<sup>nd</sup> Thursday of the month to the 3<sup>rd</sup> Thursday of the month for the remainder of the 2014 calendar year. Roy Foster 2<sup>nd</sup> the motion. Nays: None. The motion carries.

**E. Introduction of Cynthia short the new Community Outreach Coordinator**

Cynthia Short gave a brief introduction about her work experience as well as education experience. She said she was excited to get started. No further action needed to be taken at that time.

**F. COC position discussion with Stacy Hansen the Communications Coordinator from OCC**

Stacey Hansen said that she had a draft proposal of the Intergovernmental Agreement between OCC and TCCD for the COC position. After a review of the draft, Stacy said that she would give the suggested word changes to the Commission for discussion at their October 6<sup>th</sup> meeting and email a draft to TCCD with the changes. No further action needed to be taken at that time.

**G. Grant writing workshop for TCCD staff**

Gabriael and Cyndie said that they would like to participate in a grant writing class that is offered by the Hardesty Library for \$75.00 each. The class offers CEC as well as a certificate of



completion. After a brief discussion the board advised staff to request this item be put the TACF agenda for approval of funds at their next meeting, which is on October 1, 2014. No further action needed to be taken at that time.

**H. Upcoming Area 3 Meeting 10/29/2014**

After a brief discussion, Scott VanLoo made a motion to approve Gabrielael and Cyndie attending the October 29, 2014 Area Meeting. Roy Foster 2<sup>nd</sup> the motion. Nays: None. The motion carries.

**I. Review TACF Agenda for October 1<sup>st</sup> meeting**

Just a brief discussion, no further action needed to be taken.

**7. Proposed Executive Session:**

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

Craig Thurmond made a motion to enter Executive Session to discuss Tom Curtsinger's conservation plan, with all staff remaining and Gabrielael Parker taking minutes. Scott VanLoo 2<sup>nd</sup> the motion. Nays: None. The motion carries.

Entered Executive Session at 5:24 PM

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

Returned to open session at 5:27 PM. Craig Thurmond made a motion to accept Tom Curtsinger's conservation plan. Roy Foster 2<sup>nd</sup> the motion. Nays: None. The motion carries.

**8. Proposed Executive Session:**

**Vote in open session to enter Executive Session, as authorized by Title 25 O.S. Section 307 (B) (1), to discuss the Community Outreach Coordinator responsibilities and MOA. If the executive session is approved, designate in open session the person keeping minutes.**

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

TCCD board decided to table this agenda item until the next meeting.

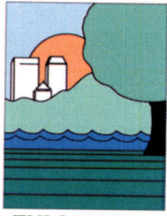
**9. Public Comments:**

None

**10. Adjourn:**

Meeting was adjourned at 5:31 PM

**Next regularly scheduled meeting is October 16, 2014 at 4:00 PM at the Tulsa County Conservation District Office: 6660 South Sheridan Rd, Suite 120 Tulsa, OK 74133.**



TULSA AREA  
CONSERVATION  
FOUNDATION

## Minutes

### **Tulsa Area Conservation Foundation** 6660 S. Sheridan Rd., Suite 120 Tulsa, OK Special Board Meeting

Date: July 7, 2014  
Time: 3:00 PM

Members Present: Dana Hamersley, Vice-Chair  
Richard Smith, Secretary  
Ray West, Treasurer  
Vernon Seaman, Member  
Kevin Gustavson, Member

Members Absent: None

Others Present: John Beasley, TCCD Board Chairman  
Roy Foster, TCCD Board  
Gabriael Parker, District Office District Secretary

#### **1. Meeting called to order.**

The TACF Board Secretary, Richard Smith called the meeting to order at 3:07 PM.

#### **2. Roll call.**

#### **3. Consider, Discuss and Take Appropriate Action on the Following Items:**

##### **a) Approval of Minutes from the April 7, 2014 TACF meeting.**

Richard Smith stated that he and Gabrielael Parker had prepared the minutes in April and emailed everyone a copy of the draft-final version. There were no comments on the minutes. Ray West made a motion to approve the April 7, 2014 meeting minutes. Vernon Seaman 2<sup>nd</sup> the motion. Ayes: all, Nays: none. The motion carries.

Dana Hamersley enter the meeting at 3:08 PM

##### **b) Acceptance of Treasurer's Report through June 2014.**

Ray West provided copies of the latest Treasurer's Report that had also been emailed to members of both boards earlier. He said that only minor transactions had taken place since the last Treasurer's Report through June 2014. Dana Hamersley made a motion to accept the Treasure's Report through June 2014. Richard Smith 2<sup>nd</sup> the motion. Ayes: all, Nays: none. The motion carries.

##### **c) Signing new Arvest Bank signatory form on TACF checking and savings bank accounts.**

Richard Smith said that he and Gabrielael continued to work with Arvest Bank to get all paperwork done to make these changes. He said that Dana's original bank information form had been faxed to the 51<sup>st</sup> and



Yale branch, but it was never received. He said that since he and Ray had already processed their information forms, both could sign at anytime. One option could be to have only two signatories (Ray and Richard) if it became too much trouble for Dana to be a signatory, otherwise Dana will need to get her information to the bank. Dana said she felt it would be better to have her as the third signatory, and the other TACF board members agreed. Dana said she would fill in the bank information form that evening and give to Gabrielael Parker to take to the bank and retrieve the signatory form from the bank. Ray West and Richard Smith can sign anytime afterwards, while Dana can sign at the next TACF board meeting. So the signatories continue to be: Dana Hamersley as Vice-Chair, Ray West as Treasurer, and Richard Smith as Secretary. No vote is needed as these signatories were approved in the April 7, 2014 TACF board meeting.

**d) Discuss new TCCD office issues and needs that TACF can address.**

There were no outstanding unpacking or office needs identified that needed TACF board assistance. No action was taken.

**e) Discuss status of updating TACF and TCCD printed materials.**

This item was deferred to the next TACF board meeting. No action needed to be taken at this time.

**f) Approve amendments to TACF By-Laws.**

Richard Smith said he had emailed both boards the latest draft version of the By-Laws changes, and he had received no further comments or change recommendations. He said that once TACF board approves tonight, the revised By-Laws would become effective immediately after TCCD board approves them. Members of both boards agreed they were ready for final approval. Richard Smith made a motion to approve the amended By-Laws. Vernon Seaman 2<sup>nd</sup> the motion. Ayes: all, Nays: none. The motion carries.

**g) Discuss new members to fill existing and anticipated vacant TACF positions.**

Richard Smith said that once the TACF By-Laws are approved by the TCCD Board, up to two members of the TCCD board can be members on the TACF Board. John Beasley said Scott VanLoo would be interested in being one of the two. There was discussion about potential members from other agencies, including the US Geological Survey, US Fish and Wildlife Service, and Oklahoma Department of Wildlife Conservation. Dana said she may have a potential candidate also. Richard said that with Kevin remaining on the TACF board as an active member, plus the two new TCCD board members, there will be a full TACF board. Richard said that he will remain on the TACF Board after his retirement in October 2014 until the TACF board membership is stable, then he will likely retire. There was no action needed to be taken on this item.

**h) Approve new TACF Board Chair officer position.**

There was discussion about needing to postpone this vote until TCCD board approval of the new TACF By-Laws and acceptance of new TACF board members from the TCCD board. At that time, it would be appropriate to select the new TACF Board chair. Richard Smith made a motion to table this agenda item until the next TACF board meeting. Ray West 2<sup>nd</sup> the motion. Ayes: all, Nays: none. The motion carries.

**i) Discuss TCCD environmental projects, including the median project at 10<sup>th</sup> & Elgin.**

John Beasley said that the Oklahoma Conservation Commission (OCC) has a new focus on urban conservation issues, and they are interested in filling possibly two new office positions. They want to use the Tulsa office as a pilot program, and they are looking for projects working with the Tulsa County Community Foundation and Tulsa Now. Volunteers are being provided for the traffic circle project at



10<sup>th</sup> & Elgin. Kevin Gustavson discussed a project of interest concerning the Tulsa Zoo. He will take the project to the TCCD board first, then approach TACF board for possible funding and assistance. There was no action needed to be taken on this item.

**j) Approve regular TACF meeting dates and times.**

After discussion, it was decided that regular quarterly TACF board meetings should be on the 1<sup>st</sup> Wednesday of October, January, April and July beginning at 4:00 PM. (NOTE: the meeting time has since been changed to 5:00 PM by majority affirmation via emails in August).

**k) Discuss status of filling vacant TCCD office positions.**

John Beasley said that OCC's Robert Tool will be at the next TCCD board meeting to discuss OCC's plan to fill vacant TCCD office positions and their new urban conservation program. He said the OCC has funds for the Tulsa County pilot program. There was no action needed to be taken on this item.

**l) Discuss Spring 2015 and future Resource Management Conference planning.**

Richard Smith said that he and Vernon Seaman had met with City of Tulsa staff including Scott VanLoo about using a Spring 2015 RMC event to satisfy outreach to industrial stormwater permittees under the state's OKR05 stormwater general permit. This seems to be the best utilization of RMC for this cycle as it has the potential to draw a lot of industry and consulting firms as well as municipal permittees under INCOG's Green Country Stormwater Alliance (GCSA). Local speakers can be used, along with local venue options that are inexpensive, even free. INCOG and Tulsa will have additional meetings to plan the RMC event, and TCCD office staff will be needed to assist with hosting functions. Tulsa's stormwater staff can provide a variety of organizing and planning activities, and ODEQ has already agreed to help with topics. Members of both TCCD and TACF boards agreed that this was the best opportunity to get RMC events back to annual scheduling. There was no action needed to be taken on this item.

**4. New Business:**

There was no New Business.

**5. Adjournment**

Richard Smith made a motion to adjourn the meeting. Dana Hamersley 2<sup>nd</sup> the motion. Ayes: all, Nays: none. The motion carries. The meeting was adjourned at 4:34 PM.

*The next regular quarterly TACF Board will be October 1, 2014 at the TCCD offices at 4:00 PM.  
NOTE: the time has been changed to 5:00 PM.*



2:47 PM  
09/03/14  
Accrual Basis

**Tulsa County Conservation District**  
**Profit & Loss**  
**August 2014**

	<u>Aug 14</u>
Income	
Administrative Income	0.39
OCC Reimbursements	2,296.87
Total Income	<u>2,297.26</u>
Expense	
Advertising and Promotion	175.00
Aministrative Expense	139.83
Employee Benefits	233.36
Payroll	1,679.35
Payroll Tax	647.15
Telephone and Internet	132.74
Travel	43.12
Total Expense	<u>3,050.55</u>
Net Income	<u><u>-753.29</u></u>

# Tulsa County Conservation District

## Profit & Loss Detail

### August 2014

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
<b>Income</b>								
<b>Administrative Income</b>								
Deposit	8/29/2014		Arvest	Interest Pay...		Arvest Checki...	0.16	0.16
Deposit	8/29/2014		Arvest	Interest Pay...		Arvest Special...	0.02	0.18
Deposit	8/29/2014		Arvest	Interest Pay...		Arvest Money ...	0.21	0.39
Total Administrative Income							0.39	0.39
<b>OCC Reimbursements</b>								
Deposit	8/25/2014		OCC	Reimburse...		Arvest Checki...	2,296.87	2,296.87
Total OCC Reimbursements							2,296.87	2,296.87
Total Income							2,297.26	2,297.26
<b>Expense</b>								
<b>Advertising and Promotion</b>								
Check	8/4/2014	8297	Gabriel S Parker	Reimburse...		Arvest Checki...	175.00	175.00
Total Advertising and Promotion							175.00	175.00
<b>Administrative Expense</b>								
Check	8/29/2014	8300	Fuzzell's Copier	Quarter Copi...		Arvest Checki...	139.83	139.83
Total Administrative Expense							139.83	139.83
<b>Employee Benefits</b>								
Check	8/6/2014	8296	OCC	August 2014 ...		Arvest Checki...	116.68	116.68
Check	8/29/2014	8302	OCC	September 2...		Arvest Checki...	116.68	233.36
Total Employee Benefits							233.36	233.36
<b>Payroll</b>								
Check	8/15/2014	8298	Gabriel S Parker	August 1-15t...		Arvest Checki...	839.67	839.67
Check	8/29/2014	8301	Gabriel S Parker	August 16-31...		Arvest Checki...	839.68	1,679.35
Total Payroll							1,679.35	1,679.35
<b>Payroll Tax</b>								
Check	8/8/2014		IRS	941 Tax Pay...		Arvest Checki...	572.15	572.15
Check	8/15/2014		Oklahoma Tax Com...	July 2014 Pa...		Arvest Checki...	75.00	647.15
Total Payroll Tax							647.15	647.15
<b>Telephone and Internet</b>								
Check	8/14/2014		AT&T	July 2014 Pa...		Arvest Checki...	132.74	132.74
Total Telephone and Internet							132.74	132.74



2:48 PM

09/03/14

Accrual Basis

**Tulsa County Conservation District**  
**Profit & Loss Detail**  
**August 2014**

Type	Date	Num	Name	Memo	Clr	Split	Amount	Balance
Travel								
Check	8/26/2014	8299	Gabriel S Parker	July 2014 Mil...		Arvest Checki...	43.12	43.12
Total Travel							43.12	43.12
Total Expense							3,050.55	3,050.55
Net Income							-753.29	-753.29

ARVEST BANK  
P O BOX 1670  
LOWELL AR

72745

Page 1  
Statement Date: 8-31-14  
Account No:  
002 555 142 E  
Enclosures: 7

ENJOY 5000 REWARDS POINTS WITH A NEW  
ARVEST CREDIT CARD.

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

\*\*\*\*\* NON-PROFIT INTEREST CHECKING \*\*\*\*\*  
142

Balance Last Statement	7-31-14	4,660.00
+Deposits/Credits	1	2,296.87
-Withdrawals/Debits	10	3,050.55
-Service Charge		.00
+Interest Paid		.16
Balance This Statement		3,906.48

\*\*\*\*\* DESCRIPTIVE TRANSACTIONS \*\*\*\*\*

Date	Tracer	Description	Amount
8-29	9990000000000001	INTEREST PMT	.16

\*\*\*\*\* ELECTRONIC ACTIVITY \*\*\*\*\*

Date	Tracer	Description	Amount
8-08	220000000020440	IRS USATAXPYMT	572.15-
		TULSA COUNTY CONSERVAT	
8-14	226000000166121	ATT Payment	132.74-
		Tulsa Co Conservation	
8-15	227000000115306	TAX PAYMENTS OK TAX PMT	75.00-

8-25	237000000141364	VENDOR PAYMENTS MISC REIMB	2,296.87
		TULSA COUNTY CONSERVAT	

\*\*\*\*\* CHECKS PAID \*\*\*\*\*

Check No.	Date	Amount	Check No.	Date	Amount
8296	8-06	116.68	8300	8-29	139.83
8297	8-04	175.00	8301	8-29	839.68
8298	8-15	839.67	8302	8-29	116.68
8299	8-26	43.12			

\*\*\*\*\* INTEREST SUMMARY \*\*\*\*\*

Interest Paid this Year	1.33
Interest Withheld this Year	.00
Average Collected Balance	3,786.67

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

Date	Rate	Date	Rate	Date	Rate
7-31	.050				

Continued on Next Page



Page 2  
Statement Date: 8-31-14  
Account No:

TULSA COUNTY CONSERVATION DISTRICT  
\*\*\*\*\* DAILY BALANCE SUMMARY \*\*\*\*\*  
Date Balance Date Balance Date Balance  
7-31 4660.00 8-04 4485.00 8-06 4368.32  
8-08 3796.17 8-14 3663.43 8-15 2748.76  
8-25 5045.63 8-26 5002.51 8-29 3906.48

End of Statement

ARVEST BANK  
P O BOX 1670  
LOWELL AR

72745

Page 1  
Statement Date: 8-31-14  
Account No:  
002 555 142 E  
Enclosures:

ENJOY 5000 REWARDS POINTS WITH A NEW  
ARVEST CREDIT CARD.

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

```
***** NON-PROFIT INTEREST CHECKING *****
                                           142
Balance Last Statement    7-31-14                383.21
+Deposits/Credits                      .00
-Withdrawals/Debits                .00
-Service Charge                  .00
+Interest Paid                    .02
Balance This Statement                383.23
***** DESCRIPTIVE TRANSACTIONS *****
Date      Tracer      Description      Amount
8-29  9990000000000001  INTEREST PMT      .02
***** INTEREST SUMMARY *****
Interest Paid this Year                .10
Interest Withheld this Year            .00
Average Collected Balance            383.21
***** INTEREST RATE SUMMARY *****
Date      Rate      Date      Rate      Date      Rate
7-31      .050
***** DAILY BALANCE SUMMARY *****
Date      Balance    Date      Balance    Date      Balance
7-31      383.21     8-29      383.23
```

End of Statement



ARVEST BANK  
P O BOX 1670  
LOWELL AR

72745

Page 1  
Statement Date: 8-31-14  
Account No:  
002 555 150 E  
Enclosures:

ENJOY 5000 REWARDS POINTS WITH A NEW  
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TULSA COUNTY CONSERVATION DISTRICT  
6660 S SHERIDAN RD STE 120  
TULSA OK 74133-1768

```
***** BUSINESS MONEY MARKET *****
                                           150
Balance Last Statement 7-31-14          2,501.47
+Deposits/Credits                      .00
-Withdrawals/Debits                    .00
-Service Charge                        .00
+Interest Paid                          .21
Balance This Statement                  2,501.68
***** DESCRIPTIVE TRANSACTIONS *****
Date   Tracer      Description      Amount
8-29   9990000000000001 INTEREST PMT      .21
***** INTEREST SUMMARY *****
Interest Paid this Year                2.24
Interest Withheld this Year             .00
Average Collected Balance              2,501.47
***** INTEREST RATE SUMMARY *****
Date      Rate      Date      Rate      Date      Rate
7-31      .100
***** DAILY BALANCE SUMMARY *****
Date      Balance    Date      Balance    Date      Balance
7-31      2501.47    8-29      2501.68
```

End of Statement

ARVEST BANK  
P O BOX 1670  
LOWELL AR 72745

Page 1

24-hour Account  
Information: (877) 618-2648

Statement Date: 8-31-14

Account No:

Customer Service: (866) 952-9523

002 555 142

Enclosures:

ENJOY 5000 REWARDS POINTS WITH A NEW  
ARVEST CREDIT CARD.

\*\*\*\*\*AUTO\*\*SCH 5-DIGIT 74133  
8615 0.4570 AV 0.381 24 1 232



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

\*\*\*\*\* NON-PROFIT INTEREST CHECKING \*\*\*\*\*  
142

Balance Last Statement	7-31-14	5,705.61
+Deposits/Credits		.00
--Withdrawals/Debits		.00
-Service Charge		.00
+Interest Paid		.24
Balance This Statement		5,705.85

\*\*\*\*\* DESCRIPTIVE TRANSACTIONS \*\*\*\*\*

Date	Tracer	Description	Amount
8-29	9990000000000001	INTEREST PMT	.24

\*\*\*\*\* INTEREST SUMMARY \*\*\*\*\*

Interest Paid this Year	1.92
Interest Withheld this Year	.00
Average Collected Balance	5,705.61

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

Date	Rate	Date	Rate	Date	Rate
7-31	.050				

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

Date	Balance	Date	Balance	Date	Balance
7-31	5705.61	8-29	5705.85		



ARVEST BANK  
P O BOX 1670  
LOWELL AR 72745

Page 1

24-hour Account  
Information: (877) 618-2648

Statement Date: 8-31-14

Account No:

Customer Service: (866) 952-9523

002 555 150

Enclosures:

ENJOY 5000 REWARDS POINTS WITH A NEW  
ARVEST CREDIT CARD.

\*\*\*\*\*AUTO\*\*SCH 5-DIGIT 74133  
8616 0.4570 AV 0.381 24 1 233



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

\*\*\*\*\*

BUSINESS MONEY MARKET

\*\*\*\*\*

150

Balance Last Statement	7-31-14	15,529.13
+Deposits/Credits		.00
-Withdrawals/Debits		.00
-Service Charge		.00
+Interest Paid		1.98
Balance This Statement		15,531.11

\*\*\*\*\* DESCRIPTIVE TRANSACTIONS \*\*\*\*\*

Date	Tracer	Description	Amount
8-29	9990000000000001	INTEREST PMT	1.98

\*\*\*\*\* INTEREST SUMMARY \*\*\*\*\*

Interest Paid this Year	15.51
Interest Withheld this Year	.00
Average Collected Balance	15,529.13

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

Date	Rate	Date	Rate
7-31	.150		

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

Date	Balance	Date	Balance
7-31	15529.13	8-29	15531.11

End of Statement

OSF Form 3 (Revised 10/03)  <b>STATE OF OKLAHOMA</b> Notarized Claim Voucher And Disbursement of Payroll Withholdings			CLAIM OF: Tulsa County CD									
			ALT. NAME  Vend I.D.: 73-0723957      LOC.: 2						TOTAL CLAIM AMOUNT	AGENCY BUSINESS UNIT	CLAIM VOUCHER NO.	WARRANT NO.
OSF - AUDITED BY:  FOR AGENCY USE:			<b>ASSIGNMENT SECTION</b> ASSIGNEE: Vend I.D.:      LOC.:						Agency, Board, Comm., Dept.:			
			I hereby assign this claim to the above assignee and authorize the State Treasurer to issue a warrant in payment to said assignee.						Claimant _____ Date _____			
ORDER NO.	AMOUNT	OBJECT ACCOUNT	OBJECT SUB-ACCT	FUNDING CLASS	ACT/SUB DEPT	BUDGET REF YR	CFDA CHARTFIELD	ROGRAM	PROJECT	OPER UNIT	RESERVED	RESERVED
TOTAL												
DATE	ITEM	QUANTITY	ARTICLE						UNIT PRICE	AMOUNT CLAIMED	OBJECT ACCOUNT	
9/1/2013	1		August 2013 DS salary						\$ 2,154.62			
	11		August 2013 CPS salary						\$ 2,256.62			
	20		Office Supplies Office Depot						\$ 9.49			
	69		August 2013 mileage						\$ 198.12			
	71		August Telephone expense						\$ 96.97			
	86		Copier Rental						\$ 139.83			
<b>THE SECTION BELOW IS NOT REQUIRED FOR WITHHOLDING PAYMENTS-EXCEPT FOR WITHHOLDING REFUNDS</b>									TOTAL AMOUNT APPROVED		\$ 4,855.65	
The undersigned contractor, vendor, individual, or duly sworn agent, of lawful age, upon oath says that this claim is true and correct. Affiant further states that the work, services, or materials as shown by this claim have been completed or supplied in accordance with the plans, specifications, orders, requests, and all other terms of the contract. Affiant also states that any refunds represented by this payment are due. (NOTE: Claimant signature only for payroll withholding refunds.)  <div style="display: flex; justify-content: space-between;"> <div>           Claimant _____             Notary Public (or Clerk or Judge) _____         </div> <div>           State of _____ County of _____             Subscribed and sworn before me _____             My Commission expires _____         </div> </div>									I hereby approve this claim for payment and certify it complies with the purchasing laws of this State. And as appropriate, with the payroll withholding rules and regulations of this State.  Agency's Approving Officer _____  Title _____ Date _____			

**CPS Report  
September 2014**

**Meetings:**

9/12/2014	Environmental Education Committee Meeting
9/9/2014	2015 Resource Management Planning Meeting

**Special Events:**

9/14/2014	Riverview Neighborhood Festival
-----------	---------------------------------

**Up Coming Events:**

10/11 – 10-12/2014	Possible Blue Thumb Training
--------------------	------------------------------

**Work Duties Performed:**

- ❖ Assist with agenda and minutes for meetings
- ❖ Answer phones
- ❖ Long Range Plan
- ❖ Cost-Share Year 15 assistance
- ❖ Office Organization
- ❖ Community Outreach Coordinator Position Interviews



# Performance Worksheet/Operational Tasks

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

Tulsa County

Conservation District:

August-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	29	30
---	---	---	---	---	---	---	---	---	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----	----

## 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	X	X
Updating General Manual and FOTG																													
Receptionist				X	X	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	X	X
Record of meeting minutes																													
Maintain office schedules					X		X					X						X											
Maintain ledgers				X	X	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)

Office Organization				X	X	X	X	X			X	X	X	X	X			X	X	X	X	X			X	X	X	X	X
---------------------	--	--	--	---	---	---	---	---	--	--	---	---	---	---	---	--	--	---	---	---	---	---	--	--	---	---	---	---	---

Estimated number of hours all district staff worked this month assisting with Farm Bill delivery: 25 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)



## **Tulsa County Conservation District**

### **Long Range Plan July 2014 – June 2019**

6660 S. Sheridan Rd., Suite 120

Tulsa, OK 74133

(918) 488 - 1845

Fax (918)280 - 1594

[tulsaccd@conservation.ok.gov](mailto:tulsaccd@conservation.ok.gov)

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**Tulsa County Conservation District**  
**Certificate of Long Range Plan Adoption**

We, the Board of Directors of the Tulsa County Conservation District now in this session this \_\_\_\_\_ day of \_\_\_\_\_, 2014, do hereby approve the following document known as the Tulsa County Conservation District Long Range Plan July 2014 to June 2019. As evidence of our adoption and final approval, we do here affix our signatures to this document and certify that a public hearing was held \_\_\_\_\_, 2014 for review of this Plan.

\_\_\_\_\_  
John Beasley, Chairman

\_\_\_\_\_  
Scott VanLoo, Vice Chair

\_\_\_\_\_  
Roy Foster, Secretary/Treasurer

\_\_\_\_\_  
Craig Thurmond, Member

\_\_\_\_\_  
Michelle Barnett, Member

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2014

\_\_\_\_\_  
Gabriael Parker, District Secretary, Notary Public

\_\_\_\_\_  
My Commission Expires

\_\_\_\_\_  
Commission #

(Seal)

# **Organization of the Tulsa County Conservation District**

A political subdivision of the State of Oklahoma – authorities, powers, and structure contained in O.S. 27A.

The Tulsa County Conservation District is a local legal subdivision of the state organized under the Conservation District Law in 1937 and was later amended. The district is responsible for carrying out a program of conservation of all natural resources on land within its boundaries.

Tulsa County is the second most populous county in the State of Oklahoma. As of 2012, the population was 613,816. The county encompasses 587 square miles, approximately 376,000 acres. Tulsa County has the highest population density in the State of Oklahoma with 1,077 people per square mile.

## **Tulsa County Conservation District Mission Statement, Vision & Values**

### **Mission Statement:**

To promote environmental stewardship amongst citizens of Tulsa County through urban and agricultural conservation planning, education outreach, and technical assistance.

### **Vision Statement:**

To become recognized as Tulsa County's leading organization in urban and agricultural natural resource conservation.

### **Values:**

- Provide sound conservation technical assistance to land owners
- Implement sustainable urban land conservation programs
- Improve quality of life
- Protect urban watersheds
- Enhance partnerships with other urban conservation agencies and organizations
- Engage the public and elected or appointment representatives on urban conservation issues
- Continuing education for and professional development of TCCD staff and volunteers

# **Inventory of Renewable Natural Resources**

## **Topography**

The dominant ecoregion in Tulsa County is Central Irregular Plains, specifically known as the Cherokee Plains. This ecoregion is marked by flat to gently sloping plains and broad valleys. The surface is largely Quaternary alluvium and decomposition residuum of fine sandy-, silty-, and clayey texture; underlain by Pennsylvanian-age shale and sandstone with minor amounts of limestone. Perennial streams are common and typically have firm clay and mud substrates though occasional gravel riffles occur. The Central Irregular Plains are mostly cropland; also rangeland. Riparian areas are wooded. Soybeans, wheat, alfalfa hay, and sorghum are major crops. Cattle and broiler chickens are the main farm products.

The western portion of the county lies within the Crosstimbers ecoregion. This topography includes rolling hills, cuestas, and ledges. Stream flow varies from year to year, and season to season. Shallow streams with sandy substrates are typical, but many streams have deep pools, riffles of cobble and gravel substrates. The Crosstimbers are woodland, grassland, rangeland, pastureland, and limited cropland. The main crops are small grains, grain sorghum, hay, and soybeans. Abandoned farmland is common. Fire suppression and passive land use have allowed the woodland distribution to greatly expand.

Extensive, but declining, oil fields occur.

Tulsa County is drained primarily by the Arkansas River. The Verdigris and Caney Rivers and their tributaries drain the northern portion of the county. The major tributary of the Verdigris River in Tulsa County is Bird Creek.

## **Climate**

Average annual precipitation increases by as much as two inches across the county, with higher totals in the eastern portions. On average, the county receives approximately 40 inches of precipitation each year. April-June is almost always the wettest part of the year, but a secondary peak often occurs during September-October. Tulsa records snowfall almost every year, with about three years out of four having at least five inches.

Temperatures across the county are relatively uniform, with a mean near 61 degrees. Temperatures range from an average daytime high of 94 degrees in July to an average low of 26 degrees in January. Tulsa County averages a growing season of 220 days, but plants that can withstand short periods of colder temperatures may have as much as six additional weeks.

Winds across Tulsa County are predominantly from the west to southwest. Relative humidity averages range from 47% to 92%. Absolute humidity is considerably lower in the winter months and increases in the spring and summer. Winter months tend to have greater cloud cover than summer months. The percentage of possible sunny days ranges from an average of less than 50% in winter to an average of nearly 80% in summer.



## Land Usage

As of 2012, Tulsa County had a population of 613,816. Ninety-five percent of the population is urban. Urban land use accounts for 46% of the total 364,800 land acres in the county. Pastureland and rangeland are the other dominant land uses.

There are 12 cities located at least partially in Tulsa County:

Bixby	Lotsee
Broken Arrow	Owasso
Collinsville	Sand Springs
Glenpool	Skiatook
Jenks	Sperry
Liberty	Tulsa

Crop inventory for Tulsa County for 2012:

- Soybeans: 4200 acres planted
- Wheat: 2500 acres planted
- Hay: 35,000 acres harvested
- Orchards: 5500 acres (primarily pecan)

Livestock estimates in Tulsa County for 2013:

- Cattle: 19,000 head
- Hogs: Fewer than 300 head
- Poultry: 2,500 birds
- Sheep: 600 head

Nearly 14,000 unwanted pets (cats and dogs) are collected by the City of Tulsa's Animal Control each year. Feral cats, in particular, can have an adverse effect on the native bird and small mammal populations

## **Trends Impacting Tulsa County**

- Demographic transition to an urban state
- Suburban sprawl
- Eutrophication due to lawn fertilizer
- Herbicide and insecticide use in urban landscape management
- Erosion and siltation associated with urban development
- Introduction of invasive species
- Urban forestry
- Protection of threatened and endangered species
- Increased usage of fossil fuels
- Formation of tropospheric ozone

## **Strategies to Address Trends**

- Administer the State Conservation Cost-Share Program
- Promote NRCS Conservation Agreements and Plans
- Host Annual Resource Management Conferences
- Assist TACF on urban beautification/restoration projects
- Educate and inform local legislators on urban conservation issues
- Work with and assist similar municipal agencies and community organizations
- Update interested citizens with a quarterly newsletter
- Organize neighborhood creek cleanup and watershed education events
- Provide conservation education and outreach programs
- Conduct National Resource Day education events
- Provide outdoor classroom assistance
- Develop lesson plans for teacher education
- Create education displays for events

## **Critical Geographic Areas**

*Map currently unavailable*

## **Top 5 Natural Resource Concerns**

1. **Water Quality.** Non-point water pollution from urban and suburban stormwater runoff impacts all streams in Tulsa County.
2. **Soil Erosion.** Urban development has led to loss of arable lands as well as contributing to siltation in streams throughout the County.
3. **Public Education.** Area school districts, especially Tulsa Public Schools, lack adequate offerings of environmentally related classes.
4. **Open Urban Space.** Several agencies and organizations are now looking to make improvements to Tulsa's open spaces, giving new focus on urban conservation.
5. **Suburban Sprawl.** As Oklahoma's urban population is now the majority, citizens are less connected, and less informed, relating to environmental issues.

## **Natural Resource Priorities and Goals**

1. **Water Quality**  
Continue to grow the Tulsa County Blue Thumb Project. Educate citizens, land developers, and area legislators through appropriate Annual Resource Management Conferences. Hold multiple Creek Cleanups each year. Sponsor and coordinate Oklahoma Blue Thumb training and volunteer support. Assist local municipalities with their Stormwater Management Plan. Develop Conservation plans with assistance of NRCS through the State Conservation Cost Share Program. Create an informational booth about the protection of local watersheds for display at home and garden shows, Tulsa State Fair, and other public events.
2. **Soil Erosion**  
Continue to educate land owners, the general public, and local legislators on erosion and siltation issues. Develop and implement Conservation Plans with technical assistance from NRCS and the State Conservation Cost Share Program. Host an appropriate Annual Resource Management Conference.
3. **Public Education**  
Raise public awareness of TCCD, TACF, and OCC through marketing via visible urban conservation projects, conservation activism, and through press releases and social media. Increase education outreach with schools, civic groups, and legislators. Plan Natural Resource Day Education Events. Outdoor Classroom Assistance for local public



and private schools. Hold Teacher/Educator Workshops. Increase circulation of the TCCD Newsletter. Setup displays for Creek Cleanups. Promote Oklahoma Blue Thumb Project. Develop a larger volunteer base. Create an informational booth for display at home and garden shows, Tulsa State Fair, Tulsa Zoo, and other public venues. Partner with other agencies and organizations. Implement TACF urban beautification and conservation projects.

4. Open Urban Spaces

“Adopt” open spaces, riparian zones, roadway medians, and rights-of-way for rain gardens of native perennial grasses and wildflowers. Outdoor Classroom Assistance for local public and private schools. Develop and maintain education gardens at A Gathering Place.

5. Suburban Sprawl

Conduct a public education campaign on appropriate fertilizer and pesticide usage in lawn maintenance. Hold an appropriate Annual Resource Management Conference. Protect agricultural lands from encroachment through Conservation Plans and the State Conservation Cost Share Program. Advocate for conservation easements and “green zones” along sensitive riparian zones.

## **Education Priorities & Goals**

As addressed in the previous sections, *Mission, Vision, and Values Statements & Natural Resource Priorities and Goals*, education is a major component of operations at TCCD. Recent trends in urban sustainability have created a receptive audience for urban conservation issues. This office believes that through skillful public education, and subsequent public support, we can enhance the role of TCCD, TACF, and OCC in Tulsa County.

Amongst proposed education programs:

Provide new, innovative teacher education workshops based on established programs such as Projects WET & WILD, Aldo Leopold, Spirit of the Last, Great Places, etc.

Develop and implement brief programs, presentations, and activities for students K-12, scouts, church youth groups, etc. Conduct macroinvertebrate collections/habitat assessment/fish collections at area schools.

Present informational and education displays at events such as Tulsa State Fair, home and garden shows, home owner association meetings, and other environmental events. The programs will highlight impacts of urban land usage and conservation.

Focus on communication with Tulsa County’s decision makers. Raise awareness amongst City, County, and State agencies, administrators, and legislators on TCCD’s conservation projects and OCC’s environmental and economic impacts on Tulsa County.

Continue to assist the State and County Blue Thumb Programs and the Oklahoma Blue Thumb Association by increasing the number of volunteers, providing local support of training, providing assistance to Blue Thumb volunteers, hosting QA meetings, and providing any other support requested by Blue Thumb.

Publish a monthly newsletter, *County Line*, highlighting recent works of TCCD, TACF, and OCC and announcing upcoming events, and addressing urban conservation issues. Additionally, that newsletter will be available in a digital format on the TCCD and TACF websites with a link from social media sites. Develop a more appropriate website that addresses and enhances our Mission and Vision Statements.

## **Proposed Long-Range Budget Needs**

To fulfill the aforementioned, ambitious goals, the Tulsa County Conservation District requires three full-time positions. Those positions and their primary responsibilities are listed below:

**District Manager.** Manages day-to-day office operations. Develop, conduct, and coordinate all conservation district programs relating to soil erosion, water quality, and other urban environmental issues. District representative to the TCCD and TACF Boards of Directors. Liaison to local, county, and state legislators. Coordinates projects with other agencies. News Releases. Contribute to *County Line* newsletter. \$13.98/hour.

**Conservation Program Specialist.** Implement TCCD and TACF projects. Earth Team volunteer coordinator. Maintain an active conservation education program working with county schools, organizations, groups, agencies, and the general public. Coordinate Blue Thumb and other water quality programs in the county, working closely with Oklahoma Blue Thumb coordinator and staff. Contribute to County Line newsletter. Update websites and social media for TCCD and TACF. \$11.00/hour.

**District Secretary.** Handles day-to-day office administrative duties. Create and distribute *County Line* newsletter. \$10.50/hour.

DM	\$29,023
CPS	\$22,836
DS	\$21,798

Cost Share	\$12,000	
Education and Informational Programs		\$7,500
Operating Expenses	\$6,600	

Total \$99,757

Total 5-year request based on current levels: \$498,785

**TULSA COUNTY CONSERVATION DISTRICT**  
**TULSA F.O. NRCS REPORT**  
**September 17, 2014**

**Conservation Stewardship Program (CSP)**

-Renewal Application (1)

**Environmental Quality Incentive Program (EQIP)**

-Contracts Obligated (4)

-Applications Approved (2)

**Miscellaneous-**

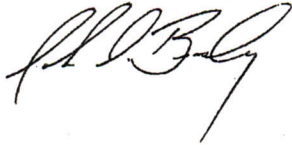
The part-time NRCS employee will no longer be stationed in the Tulsa FO as originally planned. This position was relocated to Claremore FO.



August 11, 2014

To the Board of Directors of Tulsa County Conservation District,

This letter is to inform you of my resignation as a Director of the Tulsa County Conservation District effective Thursday, August 14, 2014. My experiences have been invaluable in preparing for the next step in my professional development. My hope is to continue working with the Tulsa County Conservation District. I thank you all for your dedication and service to your community.

A handwritten signature in black ink, appearing to read 'JDB', with a stylized flourish at the end.

John D. Beasley

## NOTICE OF SCHEDULE OF REGULAR MEETINGS FOR CALENDAR YEAR 2014

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 Suite 120, Tulsa, OK 74133 files with the County Clerk of Tulsa County, Oklahoma, this schedule of meetings for the remainder above calendar year.

MEETING DATE	TIME	PLACE
<b>October 16, 2014</b>	<b>4:00 PM</b>	<b>6660 S. Sheridan Rd Suite 120, Tulsa, OK 74133</b>
<b>November 21, 2014</b>	<b>4:00 PM</b>	<b>6660 S. Sheridan Rd Suite 120, Tulsa, OK 74133</b>
<b>December 19, 2014</b>	<b>4:00 PM</b>	<b>6660 S. Sheridan Rd Suite 120, Tulsa, OK 74133</b>

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

Signature \_\_\_\_\_

Title District Secretary

Date September 18, 2014

**DUE IN OCC OFFICE BY DECEMBER 15 OF EACH YEAR**

# TULSA WORLD

P.O. Box 1770 Tulsa, Oklahoma 74102-1770 | [tulsaworld.com](http://tulsaworld.com)

Account Number

1017584

TULSA COUNTY CONSERVATION DIST  
5401 S SHERIDAN STE 201  
ATTN: GABRIEL PARKER  
TULSA, OK 74145

Date

September 11, 2014

Date	Category	Description	Ad Size	Total Cost
09/11/2014	Legal Notices	Published in the Tulsa World, August 28, September 11, 2014, Tul:	1 x 2.75 IN	269.16

Published in the Tulsa World,  
August 28, September 11, 2014,  
Tulsa, OK

## NOTICE OF PUBLIC MEETING FOR REVIEW OF LONG RANGE PLAN

### TO ALL PERSONS INTERESTED:

Notice is hereby given that a public meeting will be held by the Tulsa County Conservation District on the 18th day of September, 2014 beginning at 4:00 pm located at 6660 S. Sheridan Rd. Ste. 120 to review the Long Range Plan of said conservation district. All residents of the district are invited to attend.

Scott VanLoom  
Chairman, Board of Directors

Gabriel Parker  
ATTEST: District Secretary

## Proof of Publication

I, being of lawful age, being duly sworn, upon the oath deposes and says that he/she is the CLERK of TULSA WORLD, a daily newspaper printed in the City of Tulsa, County of Tulsa, State of Oklahoma, and a bonafide paid general circulation therein, printed in the English language, and that the notice by publication was published in said newspaper on the following dates.

08/28, 09/11/2014

and that said newspaper has been continuously and uninterruptedly published in said county during the period of more than One Hundred and Four (104) weeks consecutively, prior to the first publication of said notice, or advertisement, as required by Section one, chapter four, Title 25 Oklahoma Session Laws, 1943, as amended by House Bill No. 495 22nd Legislature, and thereafter, and complies with all of the prescriptions and requirements of the laws of Oklahoma. (The advertisement above referred to is a true and printed copy. Said notice was published in all editions of said newspaper and not in a supplement thereof.)

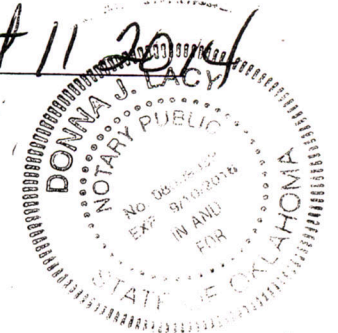
Newspaper reference: 0000031198

Sworn to and subscribed before me this date:

Donna J. Lacy  
Notary Public

My Commission expires

9-10-16



THIS IS NOT A BILL. PLEASE PAY FROM INVOICE. THANK YOU



## Online Class: Grant Writing 101

GO

**\$50.00**

no certificate

- OR -

**\$75.00**

with CEU Certificate

**Start Right Now!**[+ Join this Course](#)

Taking more than one course?  
Save with our [platinum program](#).

## Areas of Study

1.5 CEUs :: 15 Contact Hours :: Self-Paced :: Instructor Support :: 6 Month Subscription

- Accounting
- Alternative Medicine
- Arts and Photography
- Business

## → Career Training

- Business Applications
- Career Development**
- Event Management
- Human Resources
- Legal Studies
- Management
- Secretarial Skills
- Self-Improvement
- Small Business
- Software Programs
- Writing Improvement

- Computer Training
- Cooking
- Crafts & Hobbies
- Entrepreneurship
- Finance
- General Education
- Health & Medicine
- History
- Home and Garden
- Homeschooling
- How To / Do It Yourself
- Language Arts
- Law/Legal/Criminal
- Mathematics
- Medical Billing

## Grant Writing 101



1

[Tweet](#)

1

[Tweet](#)

4

8+1

4

8+1

[More6](#)

## Course Description

***Did you realize that you are most probably an experienced grant writer already?******"NO"***, you say, *"I've never written a grant in my life before"* -- but you have.

Most people out there have asked somebody, at some time, for something in writing (one way or another), so you have most likely followed some of the basic principles and procedures of putting a good case forward for something you want (and not necessarily for money).

And basically that is what a grant proposal is all about. Okay, there's a little more to it than that--but the techniques you consciously (or unconsciously) learned when putting together those requests, when submitting them and **SUCCESSING**, are a fabulous place to begin. BUT obviously you need to polish up that gem by *building* on the basics, *learning* the techniques, and *following* the requirements and conditions for writing successful grant proposals.

And there is no better place to start than with this course. It doesn't supply all the answers, no one source does, but this approach to the subject of grant writing is clear, straightforward, and easy to understand.

- New Age
- Office Skills
- Parenting and Family
- Performing Arts
- Personal Care
- Pet and Animal Care
- Psychology
- Real Estate
- Reference
- Religious Studies
- Science
- Self-Help
- Social Work
- Special Education
- Spiritual Studies
- Teacher Resources
- Terminology
- Test Preparation
- Web Development
- Writing Skills
- New Courses

child's school, or looking at it as a part or full-time career. You can and will be successful if you set your mind to it and invest a little of your time in carefully going through this course, researching sites suggested in it, and building from there.

Join us today, and let's learn how to write a successful grant proposal!

\* Instantly download, print, and share your CEU Certificate at course completion (additional shipping/handling charges apply for hard copy delivery). UniversalClass™ offers many wonderful learning tools including an online portfolio service that manages all your course completions and CEUs.



## Request More Information

Have a question? Contact us for more information.

Your Name:

Comments:

Your Email:

Request Information

## Course Lessons

### Lesson 1: Know Your Grant Basics

Grant proposals are requests submitted to individuals, foundations, or the government for funding.

### Lesson 2: Projects and Proposals that Will Be Successful and Why

Successful grant writers pull together all data, the evidence supporting their case, to paint the picture they wish the grant funders to see. By doing so, they set the stage for their proposed project clearly and precisely.

### Lesson 3: Grant Writing Could Be the Answer

The truth of the matter is that many of us have far more extensive experience in preparing grant proposals than we give ourselves credit for. Have you ever asked anyone for anything in writing, particularly money?

### Lesson 4: Where Is the Money?

The classic foundation you will most often encounter during your work as a grant writer is one that was set up many years previously by a single individual, which legally makes it a private foundation.

### Lesson 5: Trends and Facts

There are always facts you really should know but unfortunately do not. Even so, you can easily keep abreast of trends, and in this regard your best friend is without doubt the Internet.

### Lesson 6: Key and Working Components of Great Grant Proposals

This lesson will certainly help to make things clearer. It's all about looking at some of the bigger pieces of the grant puzzle, polishing them up, and putting them in place.



Your action plan is the comprehensive diagram contained in your grant proposal and plays a large part in achieving your goal of a grant.

**Lesson 8: Designing, Establishing, and Utilizing an Appropriate Evaluation Plan**

Proper evaluation plans are tightly integrated into the grant proposal and connect project objectives and goals to their relevant evaluation. They are usually one of the last parts of the grant proposal narrative.

**Lesson 9: Preparing to Write**

The very first rule of any kind of writing is to know and understand your audience.

**Lesson 10: Words for the Wise**

'Words for the wise' as opposed to 'Words to the wise' relate to those extra words, phrases, techniques, and ideas cropping up that you realize can assist you in being a winning grant writer.

**Lesson 11: Reviewing Your Work in a Way That Underscores the Strengths and Reduces the Weaknesses**

A great strength is to see your weaknesses and work with them, acknowledge them, even highlight them at the right time, while at the same time showing how you are going to accommodate and allow for them, or alternatively how you intend to eliminate them!

**Lesson 12: Budgets**

Your budget must support and be tailored to your project's objectives and goals.

**Lesson 13: Your Packaging Is Crucial; 'Gift-Wrap' Your Proposal Accordingly**

Whether we agree with the concept of not, packaging and presentation is nearly always crucial.

**Lesson 14: Negotiating Grants.gov**

There are plenty of helping hands for you out there; many offline and online sources are a fantastic help with not only finding grants but in the actual writing process.

**Lesson 15: Miscellaneous Proposal Applications**

By far, the majority of grant proposals you will submit will be in the usual way. However, you need to be flexible; i.e., you need to at least be aware of the other types and methods of submission.

**Lesson 16: The Triumphs of Successful Reporting**

The demand for accountability of and easy access to information on grants programs has increased tremendously over the past few years, so there certainly needs to be a change in attitude with relation to the standard of reporting regarding grant results.

[Information](#)[CEU Certification](#)[Outcomes](#)[Books](#)[Testimonials](#)

**Course Title:** How to Write a Grant Proposal

**Languages:** English - United States, Canada, United Kingdom, Australia, New Zealand, and other English speaking countries

**Category:** [Home](#) > [Career Training](#) > [Career Development](#)

**Course Number:** 7550155

**Course Type:** How To

**Course URL:** <http://grants.onlineclasses.com>

**Instructor:** [Dr. Deirdre Mithaug](#)

**Syllabus:** [View Syllabus](#)



CEU Certification documenting CEUs earned

**Assessment Method:** Lesson assignments and review exams

**Duration:** Continuous: Enroll anytime!

**Requirements:** [View Technical Requirements](#)

**Course Fee:** Basic Course: \$50.00 (no CEU Certification)

[with CEU Certification: \\$75.00](#)

## Related Courses



### Leadership and Supervision 101

\$65.00 1.0 CEUs



### Human Resources Management 101

\$75.00 0.8 CEUs



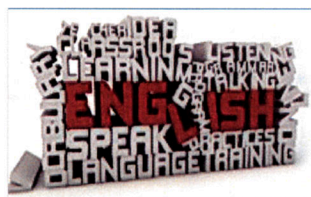
### Fundraising 101

\$65.00 0.6 CEUs



### Business Writing Basics

\$75.00 1.9 CEUs



### ESL Grammar Skills Level 1

\$55.00 1.0 CEUs



### Management Essentials 101

\$60.00 0.5 CEUs



### Sensitivity Training in the Workplace 101

\$60.00 0.6 CEUs



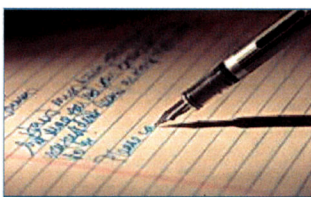
### Running Effective Meetings - The Must Take Course on Meeting Management

\$50.00 0.7 CEUs



### Fundamentals of Cross-Cultural Communication

\$60.00 0.8 CEUs



### Creative Writing for Beginners

\$65.00 1.0 CEUs



### Writing Women's Fiction 101


\$65.00 1.0 CEUs




### Communication with Diplomacy and Tact

\$60.00 0.5 CEUs

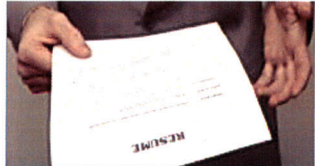




**Writing Basics 101: Spelling, Grammar, Punctuation, Writing Structures**  
\$90.00 2.9 CEUs



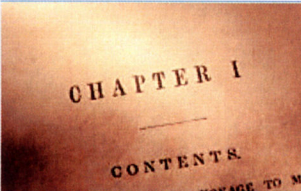
**ESL Basic Grammar and Writing**  
\$90.00 2.0 CEUs



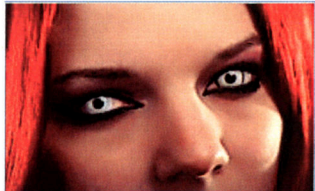
**Resume Writing 101**  
\$60.00 1.2 CEUs



**Etiquette 101**  
\$65.00 1.2 CEUs



**Historical Fiction Writing 101**  
\$65.00 2.3 CEUs




**Paranormal Romance Writing 101**  
\$60.00 1.0 CEUs




**Contract Law 101 - An Introduction**  
\$75.00 1.0 CEUs



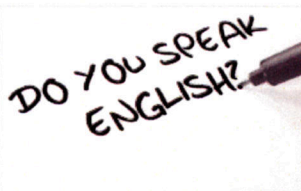
**Public Relations 101**  
\$65.00 1.1 CEUs



**Writing Effective Persuasion 101**  
\$60.00 1.2 CEUs



**Legal Terminology 101**  
\$65.00 1.0 CEUs



**Basic English Speaking Skills**  
\$65.00 1.0 CEUs




**Business Consulting 101**  
\$70.00 1.1 CEUs



**Customer Relationship Management 101**  
\$65.00 1.2 CEUs



**Marketing Outreach**  
\$65.00 1.0 CEUs



**Crisis Management 101**  
\$65.00 1.2 CEUs




**Business Credit 101**

\$65.00 1.2 CEUs




**Creating an Effective Sales Team**

\$65.00 1.2 CEUs




**Effective Communication 101**

\$60.00 1.2 CEUs



**Writing Improvement 101**

\$90.00 1.3 CEUs



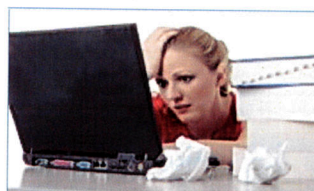
**Poetry Writing 101**

\$60.00 1.7 CEUs



**Dealing With Difficult People**

\$65.00 1.0 CEUs



**Essay Writing 101**

\$65.00 1.1 CEUs

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September 15, 2014

TO: All Area III Conservation Districts &  
NRCS Offices

FROM: Justin Miller, OACD Area III Representative

SUBJECT: OACD Area III Meeting – October 29, 2014

Come join your fellow Conservationists on Wednesday October 29, 2014 to plan and discuss conservation issues. You will have the opportunity to meet and interact with conservation leaders from throughout the state including OACD President, Kim Farber, NRCS State Conservationist, Gary O'Neill, NRCS and Conservation District employees, Conservation Commission Directors and members of the OACD board and staff.

Topics for the meeting include information about the continued commitment of the Conservation Partnership, Soil Health Initiative, and local conservation information.

Also, on the agenda will be the district business session, the area employees meeting and discussion of partnerships resource issues from your area.

The Area III meeting will be hosted by Ottawa County Conservation District at the Northeast Technology Center 19901 US 69 Afton, OK. Meeting registration will begin at 8:00 a.m. and the meeting will start at 9:00 a.m. The meeting will conclude by 3:00 p.m.

**REGISTRATION:** The registration fee will be \$35.00 per person and includes lunch. **NRCS employees must sign in at the meeting, but will not pay the registration fee.** The NRCS State Office will be billed directly for all NRCS employees who attend. Guests, spouses and speech contestants must pay a \$15.00 luncheon fee. **We must know in advance how many will be attending the luncheon. Please get a count of all from your District and indicate the number on the pre-registration form.** If a cancellation notice is not given to the host district 72 hours in advance, you will be charged.

**AREA YOUTH CONTESTS** will be coordinated by the District Employees Association. Send all posters and essays, along with entry forms and speech contestants' entry forms to your OACDE Area Director, Shirley Hudson, by **OCTOBER 15<sup>th</sup>**. Do not send these entries to OCC or OACD. If you have questions concerning the youth contests, contact Shirley Hudson at 918-542-4576 ext. 3 or Patty Underhill, Caney Valley Conservation District 918-534-3392.

Invite your legislators: **We urge you to make a personally invite your elected officials.**

Contact Sarah Blaney at [sarahblaney@okconservation.org](mailto:sarahblaney@okconservation.org) or 517.763.8609 if you have questions

# **AREA III**

**Wednesday October 29, 2014**

List names, title and amount due for each person attending from your district. The registration fee of \$35.00 is to be paid for each District Director and District Employee. NRCS registration fees will be billed directly to NRCS, so just mark "Direct Bill" in the amount column for NRCS employees. All speech contestants, guests and spouses should be prepared to pay the \$15.00 luncheon fee. Speech judges and legislators will be guests of OACD and will not be required to pay. Please write "Legislator" or "Judge" in the amount column. **PLEASE SEND BY October 15, 2014**

NAME	TITLE	AMOUNT
1. _____		
2. _____		
3. _____		
4. _____		
5. _____		
6. _____		
7. _____		
8. _____		
9. _____		
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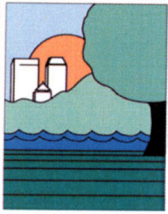
**PLEASE TYPE OR PRINT LEGIBLE**

Total number of lunches being reserved \_\_\_\_\_ Total Amount \$ \_\_\_\_\_

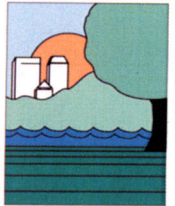
**MAKE CHECK PAYABLE TO: Oklahoma Association of Conservation Districts**

**Send to:**

Ottawa County Conservation District  
 630 E. Steve Owens Blvd., Suite 3  
 Miami, OK 74354-7800



TULSA AREA  
CONSERVATION  
FOUNDATION



TULSA AREA  
CONSERVATION  
FOUNDATION

## AGENDA

### Draft 3

**Regular Board Meeting**  
**Tulsa Area Conservation Foundation**  
**6660 S. Sheridan Rd., Suite 120, Tulsa, OK**  
**Wednesday, October 1, 2014 – 5:00 pm**

1. Meeting call to order.
2. Roll call.
3. Consider, Discuss and Take Appropriate Action on the Following Items:
  - a) Approval of Minutes from the July 7, 2014 TACF Board meeting.
  - b) Acceptance of Treasurer's Report through August 2014.
  - c) Signing new Arvest Bank signatory form on TACF checking and savings bank accounts.
  - d) Discuss status of updating TACF and TCCD print materials.
  - e) Approve Roy Foster and Scott VanLoo as new TACF Board members.
  - f) Approve new TACF Board Chair officer position.
  - g) Discuss status of memberships of TACF and TCCD boards.
  - h) Discuss new directions of TCCD office and staffing situation.
  - i) **Discuss possible TACF social media: purpose, what, how, and maintenance.**
  - j) Discuss Spring 2015 and future Resource Management Conference planning.
4. New Business.
5. Adjournment.

*The next regular TACF Board meeting will be January 7, 2015 at the TCCD offices, 6660 S. Sheridan Rd., Suite 120, Tulsa, OK.*