

AGENDA
Board of Directors Regular In-Person Meeting
Tulsa County Conservation District
April 13, 2022 – 1:00 PM
822 E 6th St #200, Tulsa, OK 74120

Please email tulsaccd@conservation.ok.gov at least 2 hours prior to meeting to have materials emailed to you.

1. Meeting called to order
2. Roll Call
3. Public Comments:
4. Discussion of Urban Conservation Area
5. Approval of Minutes from the March 16, 2022 Regular Meeting
6. Approval of Financial Committee Report for Period Ending March 31, 2022
7. Review of TACF Financials for Period Ending March 31, 2022
8. Discussion and Approval of the FY – 2021 Compilation
9. Discussion and Approval of the Annual Net worth Statement
10. Discussion and Acceptance of District Conservationist Agency Report March & April 2022
11. Discussion and Approval of the NRCS Farm Bill Performance Worksheet for March 2022
12. Discussion of the TCCD Monthly Activities and Outreach Report for March & April 2022
13. Discussion Resource Management Conference
14. Guide No.
15. New Business:
16. Adjourn:

All items on this agenda, including but not limited to any agenda item concerning the adoption or approval of any resolution, contract, agreement, or any other item of business, are subject to revision or amendment, including additions and/or deletions, without exception. Any revision or amendments will be limited and rationally related to the topic of the agenda item. The Board may defer, strike, continue, table, and/or refer any agenda item to its chief administrative officer, staff, attorney, and/or refer back or appoint a committee for the purpose of gathering more information the Board may need to take action on any agenda item at a subsequent special or regular meeting of the Board.

Next regularly scheduled meeting is May 11, 2022 at 1:00 PM
822 E 6th St #200, Tulsa, OK 74120

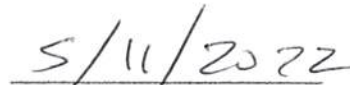


Tulsa County Conservation District
6660 S. Sheridan Road Suite 120 Tulsa, Oklahoma 74133
918-877-9566 Fax: 1-855-421-7632 E-Mail: Tulsaccd@conservation.ok.gov

STATEMENT OF APPROVAL OF MINUTES

I certify that the minutes of the meeting of the Tulsa County Conservation District Board of Directors held on **April 13, 2022** were approved as written by a vote in the **Special Meeting** of the Board of Directors held **May 11, 2022**


Chair, Board of Directors


Date

Attest:



**Minutes
Tulsa County Conservation District
822 E 6th St #200, Tulsa, OK 74120
Regular Board Meeting**

Date: April 13, 2022
Time: 1:00 PM

Members Present: Tom Tolbert, Chairman
Jana Black, Vice Chairwoman
Michael Patton, Treasure
Julie Monnot, Member
Chrissy Parker, Member

Members Absent: None

Others Present: Gabrielael Parker, District Secretary
Breanna Satterfield, Acting Team 17 District
Conservationist NRCS
Mike Workman, Member of the Public

1. Meeting Called to Order:

Chairman, Tom Tolbert called the meeting to order at 1:02 PM. He noted this was a regular meeting and held in compliance with the Open Meeting Act. Title 25 of the Oklahoma Statutes, Section 301 and following, as amended. Notice of this meeting is on file with the county clerk's office. The agenda for this meeting was posted on April 12, 2022, in the front window of 822 E 6th St #200, Tulsa, OK 74120

2. Roll Call

Tom Tolbert
Jana Black
Michael Patton
Julie Monnot
Chrissy Parker
Gabriael Parker
Breanna Satterfield
Mike Workman

3. Public Comments

Mike Workman wanted to inform the board that he was going to file an Open Meetings Act complaint against the Tulsa County Conservation District. He said for the past year, the district board meetings have not been held in compliance with the Open Meetings Act because the agenda had not been properly posted at the district office at 6660 S. Sheridan Rd. Suite 120 Tulsa, OK 74133. He said he believed our current meeting was illegal and told us to discontinue the meeting. Tom Tolbert thanked Mr. Workman for his public

comments. The board advised Mr. Workman that we did not agree and were going to continue the meeting.

Mike Workman exited the meeting at 1:06PM

4. Discussion of Urban Conservation Area

The board did not have any updates. No further action needed to be taken at this time.

5. Approval of Minutes from the March 16, 2022, Regular Meeting

After a brief discussion, Michael Patton made a motion to approve the minutes from the March 16, 2022, Regular Meeting with correction to Julie Monnot’s name in the Roll Call section. Julie Monnot 2nd the motion. Ayes: Tom Tolbert, Jana Black, Michael Patton, Chrissy Parker, Julie Monnot. Nays: None. The motion carries.

6. Approval of Financial Committee Report for Period Ending March 31, 2022

The Financial Committee said they did not see anything out of the ordinary that needed further discussion. Jana Black made a motion to approve Report for Period Ending February 28, 2022. Michael Patton 2nd the motion. Ayes: Tom Tolbert, Jana Black, Michael Patton, Chrissy Parker, Julie Monnot. Nays: None. The motion carries.

7. Review of TACF Financials for Period Ending March 31, 2022

The board reviewed the financials for TACF for the period ending March 31, 2022. No further action needed to be taken at this time.

8. Discussion and Approval of the FY – 2021 Compilation

After a brief discussion, Julie Monnot made a motion to approve the FY – 2021 Compilation. Chrissy Parker 2nd the motion. Ayes: Tom Tolbert, Jana Black, Michael Patton, Chrissy Parker, Julie Monnot. Nays: None. The motion carries.

9. Discussion and Approval of the Annual Net worth Statement

After a brief discussion, Julie Monnot made a motion to approve the Annual Net worth Statement. Chrissy Parker 2nd the motion. Ayes: Tom Tolbert, Jana Black, Michael Patton, Chrissy Parker, Julie Monnot. Nays: None. The motion carries.

Breanna Satterfield entered the meeting at 1:11 PM

10. Discussion and Acceptance of District Conservationist Agency Report March & April 2022

Breanna Satterfield introduced herself and gave a little of her background with NRCS. She explained her report for March and April 2022.

**Mayes, Rogers, Wagoner, Muskogee, Okmulgee, Tulsa County
Conservation District Board Meeting
March & April 2022
District Conservationist Report**

CTA - Continue with CTA planning as requested / Receipt of service – letter of intent is being implemented in the Team and zone as needed

EQIP- Bulletin released giving deadlines for EQIP funding pools – Additional funds have been requested by multiple counties, below is an approximate breakdown of preapproval amounts so far.

- Rogers - \$ 62,376
- Tulsa - \$45,121
- Mayes - \$36,392
- Wagoner - \$59,225
- Muskogee - \$93,047
- Okmulgee - \$44,598

- Currently office is working with finalizing Preapproved applications and completing Pre-obligation reviews with the TSO

January 7th – application deadline

- March 11th ranking and screening deadline
- March 18th Preapproved deadline
- April 22nd Obligation deadline

CSP/CSP-GCI –FY 2022 - March 31, 2022, Tentative application deadline for FY22

As soon as EQIP is wrapped up, CSP field inventories are going to become the focus for our office

State Cost Share Program – Wrapping up in most counties, SCT's are working to finish up designs

COVID – We are “Full Open” and are allowed visitors without an appointment

Breanna Satterfield exited the meeting at 1:17PM

Jana Black made a motion to accept the District Conservationist Agency Reports for March & April 2022. Michael Patton 2nd the motion. Ayes: Tom Tolbert, Jana Black, Michael Patton, Chrissy Parker, Julie Monnot. Nays: None. The motion carries.

11. Discussion and Approval of the NRCS Farm Bill Performance Worksheet for March 2022

After a brief discussion, Michael Patton made a motion to approve the NRCS Farm Bill Performance Worksheet March 2022. Julie Monnot 2nd the motion. Ayes: Tom Tolbert, Jana Black, Michael Patton, Chrissy Parker, Julie Monnot. Nays: None. The motion carries.

12. Discussion of the TCCD Monthly Activities and Outreach Report for March & April 2022

Gabriel Parker went over the outreach for March and informed the board of all the events happening in April. The board decided to create an Earth Day survey for people to fill out to get an idea of what people are concerned with and suggestions. Michael Patton suggested we give a rain barrel out for participation. They must fill out a survey to register for a chance to win a rain barrel. Gabriel said she would have that survey available for the various events going on the rest of the month. Please see report in packet for specific event dates and activities. No action needed to be taken at this time.

13. Discussion Resource Management Conference

The RMC Planning Committee updated the board on the timeline for the agenda as well as the ticket price for sponsors and vendors. No further action needed to be taken at the time.

14. Guide No.

None for April 2022

15. New Business

Chrissy Parker wanted to let the board know about some ideas for speakers for future events for her garden club students. She would like to get someone to speak about crop rotation and soil health principles. She also mentioned getting someone from the OSU Extension's Master Gardeners Program. She would like the district's help with some of the planning process. The board said they would be more than happy to help her and her students. No further action needed to be taken at this time.

16. Adjourn:

Meeting Adjourned at 1:25 PM

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Next regularly scheduled meeting is 1:00 PM on Wednesday May 11, 2022, located in the conference room at 822 E 6th St #200, Tulsa, OK 74120

3:04 PM

04/08/22

Accrual Basis

Tulsa County Conservation District
Profit & Loss
July 2021 through March 2022

	<u>Jul '21 - Mar 22</u>
Income	
Administrative Income	295.47
Grant Income	8.45
Interest Income	0.54
OCC Cost-Share Reimbursements	5,000.00
OCC Director Election Reimburse	526.16
OCC General Exp Reimbursements	3,586.82
OCC Salary Reimbursements	33,039.91
Total Income	<u>42,457.35</u>
Expense	
Administrative Expense	1,154.36
Advertising and Promotion	86.10
Cost-Share Payments	5,000.00
Employee Benefits	3,573.05
Membership Fees	400.00
Office Supplies	339.57
Outreach Programs	50.00
Payroll	17,044.30
Payroll Tax	10,826.48
Postage	67.58
Registration Fees	759.38
Travel	871.22
Total Expense	<u>40,172.04</u>
Net Income	<u><u>2,285.31</u></u>

3:01 PM

04/08/22

Accrual Basis

Tulsa County Conservation District
Profit & Loss
March 2022

	<u>Mar 22</u>
Income	
Interest Income	0.10
Total Income	<u>0.10</u>
Expense	
Administrative Expense	149.90
Employee Benefits	708.02
Membership Fees	200.00
Office Supplies	90.66
Outreach Programs	50.00
Payroll	3,450.44
Payroll Tax	858.04
Registration Fees	689.38
Total Expense	<u>6,196.44</u>
Net Income	<u><u>-8,196.34</u></u>

2:18 PM
 04/08/22
 Accrual Basis

Tulsa County Conservation District
General Ledger
As of March 31, 2022

Type	Date	Num	Name	Memo	Split	Amount	Balance
Arvest Checking 6407							9,203.19
Operating Acct - 6407							0.00
Total Operating Acct - 6407							0.00
Arvest Checking 6407 - Other							9,203.19
Check	3/1/2022		Hilton Garden ...	2022 OACD State Meeting Hotel...	Registration F...	-111.38	9,091.81
Check	3/1/2022	8865	OCC	January 2022 Proclaim	Employee Be...	-354.01	8,737.80
Check	3/2/2022		Hilton Garden ...	2022 OACD State Meeting Hotel...	Registration F...	-198.00	8,539.80
Check	3/8/2022	8870	OCC	February 2022 Proclaim	Employee Be...	-354.01	8,185.79
Check	3/10/2022	8876	OACD	2022 OACD State Meeting Regis...	Registration F...	-115.00	8,070.79
Check	3/10/2022	8877	OACD	2022 OACD State Meeting Regis...	Registration F...	-265.00	7,805.79
Check	3/11/2022	CC	Home Builder...	Purchase of Extra Show Whistba...	Outreach Pro...	-50.00	7,755.79
Check	3/11/2022		IRS	941 Tax Payment for February 2...	Payroll Tax	-758.04	6,997.75
Check	3/14/2022	8878	Gabriel S Pa...	February 1-15th 2022 Pay Period	Payroll	-920.74	6,077.01
Check	3/14/2022	8879	Gabriel S Pa...	February 16-28th 2022 Pay Period	Payroll	-920.74	5,156.27
Check	3/15/2022		OK Tax Com...	February 2022 Payment	Payroll Tax	-100.00	5,056.27
Check	3/23/2022		Zoom	Upgraded Account Purchase	Administrative...	-149.90	4,906.37
Check	3/25/2022	8867	OACD	1st installment of 2022 OACD Du...	Membership F...	-200.00	4,706.37
Check	3/25/2022	8881	Gabriel S Pa...	March 2022 9-Year Longevity	Payroll	-688.22	4,018.15
Check	3/25/2022	8883	Gabriel S Pa...	March 1-15th 2022 Pay Period	Payroll	-920.74	3,097.41
Check	3/31/2022		Office Depot	Purchase of Home and Garden ...	Office Supplies	-80.68	3,006.75
Dep...	3/31/2022		Arvest	Interest Payment	Interest Income	0.10	3,006.85
Total Arvest Checking 6407 - Other							-6,196.34
Total Arvest Checking 6407							-6,196.34
Arvest Special Projects 6410							83.88
Total Arvest Special Projects 6410							83.88



P O BOX 1670
LOWELL AR 72745

Statement Ending 03/31/2022

TULSA AREA CONSERVATION

Page 1 of 2

Customer Number:


ADDRESS SERVICE REQUESTED

TULSA AREA CONSERVATION FOUNDATION
6660 S SHERIDAN RD
TULSA OK 74133-1730

Managing Your Accounts

 24-HOUR
ACCOUNT INFO (800) 601-8655
LINE

 CUSTOMER
SERVICE (866) 952-9523

 MAILING
ADDRESS PO BOX 799
LOWELL AR 72745

 WEBSITE www.arvest.com

Summary of Accounts

Account Type	Account Number	Ending Balance
NON-PROFIT INTEREST CHECKING		\$50.03
Total Current Value		\$50.03

NON-PROFIT INTEREST CHECKING

Account Summary

Date	Description	Amount
03/01/2022	Beginning Balance	\$50.03
	0 Credit(s) This Period	\$0.00
	0 Debit(s) This Period	\$0.00
03/31/2022	Ending Balance	\$50.03

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

Daily Balances

Date	Amount
02/28/2022	\$50.03



P O BOX 1670
LOWELL AR 72745

Statement Ending 03/31/2022

TULSA AREA CONSERVATION

Page 1 of 2

Customer Number:

ADDRESS SERVICE REQUESTED

TULSA AREA CONSERVATION FOUNDATION
6660 S SHERIDAN RD
TULSA OK 74133-1730

Managing Your Accounts

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

Summary of Accounts

Account Type	Account Number	Ending Balance
BUSINESS MONEY MARKET		\$5,098.00
Total Current Value		\$5,098.00

BUSINESS MONEY MARKET

Account Summary

Date	Description	Amount
03/01/2022	Beginning Balance	\$5,097.87
	1 Credit(s) This Period	\$0.13
	0 Debit(s) This Period	\$0.00
03/31/2022	Ending Balance	\$5,098.00

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$0.13
Interest Paid Year-to-Date	\$0.38
Interest Withheld Year-to-Date	\$0.00

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

Other Credits

Date	Description	Amount
03/31/2022	INTEREST PMT	\$0.13

Daily Balances

Date	Amount	Date	Amount
02/28/2022	\$5,097.87	03/31/2022	\$5,098.00

TULSA COUNTY CONSERVATION DISTRICT
ANNUAL FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2021

Kimberlye R. Mayer, CPA, P.C.
Certified Public Accountant

723 W Doolin
Blackwell, OK 74631
(580) 363-1453

Kimberlye R. Mayer, CPA, P.C.

723 West Doolin

Blackwell, OK 74631

(580) 363-1453
Fax (580) 363-0068

March 12, 2022

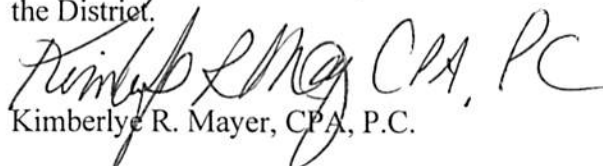
Board of Directors
Tulsa County Conservation District

In planning and performing our compilation of the financial statements of the Tulsa County Conservation District as of and for the year ended June 30, 2021, we noted the following discrepancy:

The District has a portion of its employee's payroll checks that are locally earned funds. In the past these checks have been reimbursed by a Foundation. The District has not been able to request reimbursement of those checks for the last two years, which has caused the District to use its reserves to cover payroll. The District needs to discuss other ways to fund the locally earned payroll checks.

We want to thank management and staff for their support and assistance during this audit.

This report is intended solely for the information and use of the board, management and others within the District.


Kimberlye R. Mayer, CPA, P.C.

**TULSA COUNTY CONSERVATION DISTRICT
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YEAR ENDED JUNE 30, 2021**

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Kimberlye R. Mayer, CPA, P.C.

723 West Doolin

Blackwell, OK 74631

(580) 363-1453
Fax (580) 363-0068


Accountant's Compilation Report

Board of Directors
Tulsa County Conservation District

Management is responsible for the accompanying financial statements of the Tulsa County Conservation District which comprise the statement of assets, liabilities and net position as of June 30, 2021 and the related statement of revenues and expenses and changes in net position for the year then ended in accordance with the cash basis of accounting and the related notes to the financial statements. Management is responsible to determine that the cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy and completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

We draw attention to Note 1 of the financial statements, which describes the basis of accounting. The financial statements are prepared in accordance with the cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

We are not independent with respect to Tulsa County Conservation District.

 CPA, PC

Kimberlye R. Mayer, CPA, PC
Blackwell, Oklahoma
March 12, 2022

FINANCIAL STATEMENTS

AND

NOTES

**TULSA COUNTY CONSERVATION DISTRICT
STATEMENT OF ASSETS, LIABILITIES, AND NET POSITION
CASH BASIS
JUNE 30, 2021**

ASSETS

Current Assets:	
Operating account	\$ (23)
Special projects account	<u>81</u>
Total cash and cash equivalents	<u>58</u>
Total Assets	<u><u>\$ 58</u></u>

LIABILITIES AND NET POSITION

Current Liabilities:	
Net Position:	
Net investment in capital assets	
Unrestricted	<u>58</u>
Total Net Position	<u>58</u>
Total Liabilities and Net Position	<u><u>\$ 58</u></u>

See accountant's notes and compilation report.

TULSA COUNTY CONSERVATION DISTRICT
STATEMENT OF REVENUES AND EXPENSES AND CHANGES IN NET POSITION
CASH BASIS
YEAR ENDED JUNE 30, 2021

Revenues:	
OCC reimbursements	\$ 31,921
Cost share received	10,942
Administrative income	3,503
Donations and grants	
Other income	
Total Operating Revenues	46,366
 Expenses:	
Payroll	18,785
Payroll taxes and employee benefits	13,056
Internet costs	436
Office supplies and postage	1,031
Meetings and travel	249
Administrative expense	382
Professional fees	1,380
Dues and memberships	500
Service charges	4
Programs, projects and education	297
Cost share paid	10,942
Total Operating Expenses	47,062
Operating Income (Loss)	(696)
 Nonoperating Revenues (Expenses):	
Interest income	1
Total Nonoperating Revenue (Expenses)	1
Changes in net position	(695)
Net position at beginning of year	753
Net position at end of year	\$ 58

See accountant's notes and compilation report.

TULSA COUNTY CONSERVATION DISTRICT
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2021

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

Organization

The Tulsa County Conservation District was created under Title 27A, sections 3-1-101 through 3-3-410, of the Oklahoma Statutes, as amended. The purpose of the District is to provide for the conservation of the renewable natural resources in the area for which the District is responsible.

Basis of Accounting

The District prepares its financial statements using the cash basis of accounting. This basis recognizes assets, liabilities, net position, revenues, and expenses when they result from cash transactions. This basis is a basis of accounting other than accounting principles generally accepted in the United States of America.

As a result of the use of the cash basis of accounting, certain assets and their related revenues (such as accounts receivable and revenue for billed or provided services not yet collected) and certain liabilities and their related expenses (such as accounts payable and expenses for goods or services received but not yet paid, and accrued expenses and liabilities) are not recorded in these financial statements.

Net Position

Net position presents the difference between assets and liabilities in the statement of net position. Net investment in capital assets are reduced by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets. Net position is reported as restricted when there are legal limitations imposed on their use by District legislation or external restrictions by creditors, grantors, laws or regulations of other governments.

NOTE 2 – CASH AND CERTIFICATES OF DEPOSIT:

Bank balances and certificates of deposit are covered by FDIC insurance. All deposits are fully insured.

NOTE 3 – INVESTMENTS:

The State of Oklahoma allows governmental entities to invest in the following: direct obligations of the United State Government, its agencies or instrumentalities; collateralized or insured certificates of deposit; insured savings accounts or savings certificates; or county, municipal or school district direct debt.

TULSA COUNTY CONSERVATION DISTRICT
NOTES TO FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2021

NOTE 4 - OCC REIMBURSEMENTS:

The District is reimbursed by the Oklahoma Conservation Commission for salaries, payroll taxes, mileage, telephone charges, office supplies, and certain other office expenses. When received, such reimbursements are recognized as revenues.

NOTE 5 - RETIREMENT PLAN:

Oklahoma public employees who work 1,599 hours or more per year were enrolled in the Oklahoma Public Employees Retirement System. On salaries paid from reimbursable funds from the Oklahoma Conservation commission the employers 16½% share of retirement was paid directly by the Commission. The employees' share of the retirement contribution was 3½% of locally earned wages and 3½% of state reimbursable wages.

NOTE 6 - CASH AND CASH EQUIVALENTS:

The District considers all checking accounts and deposits with a maturity of three months or less to be cash equivalents.

NOTE 7 – RISK MANAGEMENT:

The District is exposed to various risks of loss related to torts; thefts of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The OCC and the District manage this risk through the purchase of commercial insurance policies. The District does not purchase commercial property insurance to cover any of the risks associated with the property.

NOTE 8 – CONTINGENCIES:

As of June 30, 2021, the District did not have any pending litigation or potential non-disclosed liabilities that management believes would have a material effect on the financial statements.

NOTE 9 – EVALUATION OF SUBSEQUENT EVENTS:

The District has evaluated subsequent events through March 12, 2022, the date which the financial statements were available to be issued.

ANNUAL NET WORTH STATEMENT

Conservation District		TULSA COUNTY CONSERVATION DISTRICT	
Address		6660 S SHERIDAN RD, STE 120	TULSA, OK 74135
FOR THE PERIOD JULY 1, <u>2020</u>, TO JUNE 30, <u>2021</u> FOR FISCAL YEAR <u>2021</u>			
1. LIQUID ASSETS			
(Checking Account, Savings Account, Certificate of Deposit, Petty Cash, Etc.)		TOTAL	\$ <u>58</u>
2. WORKING ASSETS			
Building	\$ _____		
Equipment	\$ _____	TOTAL WORKING ASSETS	\$ _____
Other (Seed, Etc.)	\$ _____		
3. RECEIPTS			
(from Annual Audit)	\$ <u>46,367</u>		
4. DISBURSEMENTS			
	\$ <u>47,062</u>		
5. NET WORTH OF DISTRICT			
(Lines 1+2)		TOTAL	\$ <u>58</u>

I, _____, the undersigned hereby certify the above to be true and correct.

Signature (Chair, Board of Directors) _____

Subscribed and sworn to before me this _____ day of _____, _____.

Notary Public _____

My Commission Expires _____

DUE IN OCC OFFICE BY NOVEMBER 1 OF EACH YEAR

**Mayes, Rogers, Wagoner, Muskogee, Okmulgee, Tulsa County
Conservation District Board Meeting
March 2022
District Conservationist Report**

CTA - Continue with CTA planning as requested / Receipt of service – letter of intent is being implemented in the Team and zone as needed

EQIP Bulletin released giving deadlines for EQIP funding pools – Additional funds will be requested

- January 7th – application deadline
- March 11th ranking and screening deadline
- March 18th Preapproved deadline
- April 22nd Obligation deadline

EQIP CIC Application deadline of 2/25/22 – email/text was sent on 2/18 to most county producers unless they had elected to do so earlier on their own.

Cropland focused fund code for specific practices in the state.
Resource Concern of Soil Quality Limitations and contracts are a mandatory length of 5 years

- **Applicable Practices:**

324- Deep Tillage – S* - *Only use when compaction is a concern before conversion to no till;*

328- Conservation Crop Rotation – P**

329- Residue and Tillage Mgt, No Till -P

340- Cover Crop - P

345- Residue and Tillage Mgt, Reduced Till***- P

590- Nutrient Management – P

CSP/CSP-GCI –FY 2022

March 31, 2022 Tentative application deadline for FY22

State Cost Share Program –

Working on rankings, plans & check outs as requested in
the Team

Other –

- FPAC Staffing Guidance for COVID-19 office staffing 75% for all offices except Okmulgee at this time, but we can have visitors
- All outreach events must be approved by State office.
- Mask are always required when in the office no exception funding

**Mayes, Rogers, Wagoner, Muskogee, Okmulgee, Tulsa County
Conservation District Board Meeting
April 2022
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- March 18th Preapproved deadline
- April 22nd Obligation deadline

CSP/CSP-GCI –FY 2022

March 31, 2022 Tentative application deadline for FY22

As soon as EQIP is wrapped up, CSP field inventories are going to become the main focus for our office

**State Cost Share
Program –**

Wrapping up in most counties, SCT's are working to finish up designs

COVID – We are "Full Open" and are allowed visitors without an appointment

TCCD Monthly Outreach and Activities Report

March 2022



Meetings:

03/01/2022	Last Day of OACD State Meeting
03/04/2022	Meeting with Tom & Matt Ward @ DOP
03/2/2022	MCCD Board Meeting
03/15/2022	RMC Planning Meeting
03/16/2022	TCCD Board Meeting
03/16 & 03/17/2022	OCC District Training: I-9
03/21/2022	Meet Cindy Marshall Deed Pickup
03/21/2022	Monarch's on the Mountain Meeting
03/22/2022	RMC Planning Meeting
03/22/2022	OCC Training Meeting
03/24/2022	Crow Creek Meadow Meeting

Special Events:

03/07/2022	Bug Collection w/ Candice
03/10-03/13	Home & Garden Show
03/29/2022	Blue Thumb Monitoring -Fred Creek

Holidays:

03/17/2022	St Patrick's Day
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April Meetings:

04/06/2022	MCCD Board Meeting
04/12/2022	OCC District Training
04/13/2022	TCCD Board Meeting
04/14/2022	OCC District Training

Deadlines:

03/11/2022	EQIP Ranking & Screening
03/18/2022	EQIP Preapproved
04/22/2022	EQIP April 22nd Obligation deadline

Holidays:

None

Work Duties Performed:

❖ Answer Calls	❖ Teleworking
❖ Email Correspondences	❖ Teleconference Meetings
❖ Bill Pay/Financials	❖ MCCD Financials/RCB Bank
❖ TCCD/MCCD File Organization	❖ Check/Paperwork Signatures
❖ TCCD/MCCD Office Mail	❖ M/TCCD Cost Share Program 24
❖ Office Scanning	❖ RMC Planning Activities
❖ Office Shredding	❖ Earth Month Outreach Planning
❖ TCCD/MCCD Meeting Minutes	❖ Litter License Clean Up
❖ TCCD Payroll/Taxes	❖ OCC Monthly Training
❖ CARE Project Activities	❖ Yard by Yard Certifications
❖ Website Updates	❖ Blue Thumb Monitoring Activities
❖ OCC District Trainings	

TCCD Monthly Outreach and Activities Report

April 2022



Meetings:

04/06/2022	MCCD Board Meeting
04/12/2022	OCC District Training
04/13/2022	TCCD Board Meeting
04/14/2022	OCC District Training

Special Events:

04/07/2022	Conservation Day at the Capital
04/07/2022	Poultry Waste Applicator Cont. Edu Class
04/09/2022	BA Trash Bash & Pollutant Collection
04/14/2022	M.e.t.'s Go Green Night Drillers Game
04/16/2022	Broken Arrow HOA Event
04/20/2022	M.e.t.'s Enviro Expo
04/22/2022	Chandler Park Community Center Earth Day Event
04/23/2022	Earth Day Event @ Guthrie Green
04/26/2022	2020 Yard by Yard Follow-up
04/28 or 29 th	Blue Thumb Monitoring - Fred Creek

Holidays:

04/17/2022	Easter
04/22/2022	Earth Day

May Meetings:

05/04/2022	MCCD Board Meeting
05/11/2022	TCCD Board Meeting

Deadlines:

04/22/2022	EQIP April 22nd Obligation deadline
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Work Duties Performed:

❖ Answer Calls	❖ Teleworking
❖ Email Correspondences	❖ Teleconference Meetings
❖ Bill Pay/Financials	❖ MCCD Financials/RCB Bank
❖ TCCD/MCCD File Organization	❖ Check/Paperwork Signatures
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❖ Office Scanning	❖ RMC Planning Activities
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❖ TCCD Payroll/Taxes	❖ OCC Monthly Training
❖ CARE Project Activities	❖ Yard by Yard Certifications
❖ Website Updates	❖ Blue Thumb Monitoring Activities
❖ OCC District Trainings	