

AGENDA
Board of Directors Special Meeting
Tulsa County Conservation District
Wednesday October 18, 2023 – 5:30 PM
6660 S. Sheridan Rd. Suite 120, Tulsa, OK 74120

Please email tulsacd@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. Discussion of Resource Management Conferences
6. Approval of Minutes from the August 10th, 2023
7. Approval of Financial Statements & District Reports for Period Ending August 31st and September 30th, 2023
8. Discussion and Approval of Staff Timesheet and Leave Forms
9. Review of TACF Financials for Period Ending August 31st and September 30th, 2023
10. Discussion and Acceptance of District Conservationist Agency Report September and October 2023
11. Discussion of the TCCD Monthly Activities and Outreach Report for September and October 2023
12. Discussion and Approval of Directors and Staff Attending the OACD Area Meeting November 14th, 2023
13. Discussion and Approval 2024 Notice of Regular Meetings
14. Review of CSYP 25 Additional Funding Request to OCC
15. Discussion and Approval of Julie Monnot's Hotel Stay for OCC's Crossroads Conference in July 2023
16. Discussion and Approval of Purchasing District Computer Technology: Computer, Printer, Scanner, Monitor, Docking Station, External Hard Drive, Mouse, Keyboard
17. Discussion and Approval of Tommy Hudson's Emergency Drought Reimbursement Claim
18. Discussion and Approval of Assisting Chrissy Parker Ag Outreach
19. Review of 10-Minute Guide No. 8 - Legal Responsibilities of Conservation District Boards
20. New Business:
21. 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.

The next regularly scheduled meeting is Thursday November 9th, 2023 at 5:30 PM
6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133

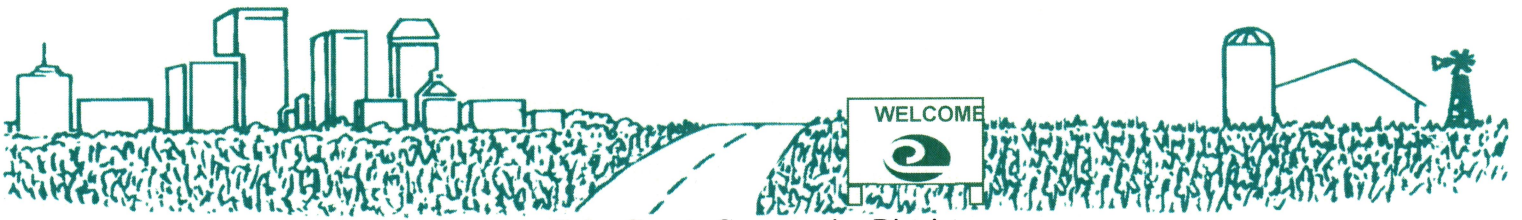
This Meeting is held in compliance with the Open Meeting Act, Title 25 of the Oklahoma Statutes, Section 301 and following, as amended. Notice of this meeting is on file with the County Clerk's Office. The agenda for this meeting was posted on [October 17, 2023](#) in the following location:

6660 S. Sheridan Rd., Suite 120

Tulsa, OK 74133

&

tulsaccd.org



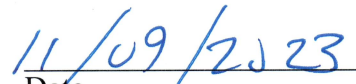
Tulsa County Conservation District
6660 S. Sheridan Road Suite 120 Tulsa, Oklahoma 74133
918-877-9566 Fax: 1-855-421-7632 E-Mail: Tulsaccd@conservation.ok.gov

STATEMENT OF APPROVAL OF MINUTES

I certify that the minutes of the meeting of the Tulsa County Conservation District Board of Directors held on **October 18, 2023** were approved as written by a vote in the **Regular Meeting** of the Board of Directors held **November 9, 2023**



Chair, Board of Directors



Date

Attest:



Minutes
Tulsa County Conservation District
6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133
Special Board Meeting

Date: October 18, 2023
Time: 5:30 PM

Members Present: Tom Tolbert, Chairman
Julie Monnot, Vice-Chairwoman
Chrissy Parker, Member

Members Absent: None

Others Present: Gabrielael Parker, District Manager
Rori Hernandez, Member of the Public

1. Meeting Called to Order:

Chairman Tom Tolbert called the meeting to order at 5:34 PM. He noted that 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 October 17, 2023, in the front window of 6660 S. Sheridan Rd., Suite 120, Tulsa, OK 74133, and tulsaccd.org.

2. Roll Call

Tom Tolbert
Julie Monnot
Chrissy Parker
Gabriael Parker
Rori Hernandez

3. Public Comments

None

4. Discussion of Urban Conservation Area

Tom Tolbert briefly described the Urban Conservation area to Rori Henandez and our plans to create a conservation area and outdoor classroom. No further action needs to be taken at this time.

5. Discussion of Resource Management Conference

Tom Tolbert said the last meeting the committee had was very productive. We had Jade Jones from INCOG, Amethyst Kelly with TACF, Chrissy Parker, Gabrielael Parker, and himself there. Jade thought doing a large-scale conservation stewardship conference was a great idea. Tom suggested we include high school juniors and seniors who might be interested in the stormwater industries. We would also invite college students who want to talk to cities and other companies in the industry. Tom said he wanted to start meeting at least once a month and would like all board members involved. No further action needs to be taken at this time.

6. Approval of Minutes from the August 10, 2023

After a brief discussion, Julie Monnot made a motion to approve the minutes from the August 10, 2023, board meeting as presented. Chrissy Parker 2nd the motion. Ayes: Tom Tolbert, Julie Monnot, Chrissy Parker. Nays: None. The motion carries.

7. Approval of Financial Committee Report for Period Ending August 31 and September 30, 2023

After a brief discussion, Julie Monnot made a motion to approve the Financial Committee Report for the Period Ending August 31 and September 30, 2023. Chrissy Parker 2nd the motion. Ayes: Tom Tolbert, Julie Monnot, Chrissy Parker. Nays: None. The motion carries.

8. Discussion and Approval of Staff Timesheet and Leave Forms

After a brief discussion, Julie Monnot made a motion to approve the timesheet and leave records for staff for August and September 2023. Chrissy Parker 2nd the motion. Ayes: Tom Tolbert, Julie Monnot, Chrissy Parker. Nays: None. The motion carries.

9. Review of TACF Financials for Period Ending August 31 and September 30, 2023

The board reviewed the bank statements and other financials for TACF ending August 31 and September 30, 2023. No further action needs to be taken at this time.

10. Discussion and Acceptance of District Conservationist Agency Report September 2023

TULSA COUNTY CONSERVATION DISTRICT BOARD MEETING 10/18/2023

2023 Contracts	Obligations	Payments	Contract Acres
6	\$54,168.00	\$14,689.00	117.4

All Active Contracts	Obligations	Payments	Contract Acres
20	\$293,139.39	\$78,358.39	4,144.2

PROGRAMS

The Natural Resources Conservation Service (NRCS) is announcing Friday, November 3, 2023, as the first batching date for applications submitted for Fiscal Year 2024 funding through either the Conservation Stewardship Program (CSP), Agricultural Conservation Easement Program (ACEP) or Environmental Quality Incentives Program (EQIP).

Oklahoma NRCS will utilize ACT NOW for the High Tunnel System ranking pool in FY24. ACT NOW allows NRCS to immediately approve and obligate a ranked application in a designated ranking pool when an eligible application meets or exceeds a State-determined minimum ranking score without waiting until the NRCS field office ranks all applications in the ranking pool. Eligible High Tunnel applications received through Friday, November 3, 2023, will be considered.

Since Chris Clemens was not in attendance, Gabriela Parker gave a brief synopsis of the DC report to the best of her ability. Julie Monnot made a motion to accept the District

Conservationist Agency Report for September and October 2023. Chrissy Parker 2nd the motion. Ayes: Tom Tolbert, Julie Monnot, Chrissy Parker. Nays: None. The motion carries.

11. Discussion of the TCCD Monthly Activities and Outreach Report September and October 2023

September Meetings:

09/11/2023 Monarch’s on the Mountain Meeting @TCCD & Zoom
 09/12/2023 Conservation District Handbook Teams Training Session One
 09/13/2023 Conservation District Handbook Teams Training Session Two
 09/14/2023 TCCD Board Meeting
 09/15/2023 TACF Board Meeting @ Foolish Things Coffee

September Events:

09/23/2023 Monarch’s on the Mountain @ Chandler Park
 09/27/2023 Fred Creek Monitoring
 09/29 – 09/30/2023 Broken Arrow Rose Festival

September Holidays:

09/04/2023 **Labor Day – Office Closed**

October Meetings:

10/12/2023 TCCD Board Meeting

Deadlines:

9/01/2023 Director Positions – **On Time**
 09/01/2023 July 2022 – September 2023 JPO with progress notes - **On Time**
 09/01/2023 FY – 2023 Annual Report - **On Time**
 09/01/2023 Timeframe for Completing and Audit - **On Time**
 09/15/2023 Requests for Additional CSPY 25 Funding
 09/30/2023 Handbook Acknowledgment Forms for all Directors and Staff Due

Notes:

None

Work Duties Performed:

- | | |
|-------------------------|--------------------------------|
| ❖ Answer NRCS Calls | ❖ Website Updates |
| ❖ NRCS Walk-ins | ❖ TCCD Board Meetings |
| ❖ Email Correspondences | ❖ CSPY – 25 Emails |
| ❖ Bill Pay/Financials | ❖ Check/Paperwork Signatures |
| ❖ Scanning | ❖ Yard-by-Yard Emails |
| ❖ Shredding | ❖ FY – 2023 Annual Report |
| ❖ TCCD Payroll/Taxes | ❖ FY – 2023 JPO Status Updates |

October Meetings:

10/05/2023 Crow Creek Planning Meeting @ Philbrook
 10/10/2023 District Teams Training @1:30 – Benefits Enrollment
 10/12/2023 District Teams Training @1:30 – Benefits Enrollment
 10/12/2023 TCCD Board Meeting

October Events:

10/25/2023 Fred Creek Monitoring
 10/28/2023 Trash 4 Treat @ Zink Park

September Holidays:

09/04/2023 **Labor Day – Office Closed**

November Meetings:

11/09/2023 TCCD Board Meeting

11/14/2023 Area III Meeting

Deadlines:

None

Notes:

None

Work Duties Performed:

- | | |
|-------------------------|--|
| ❖ Answer NRCS Calls | ❖ Check/Paperwork Signatures |
| ❖ NRCS Walk-ins | ❖ Yard-by-Yard Emails |
| ❖ Email Correspondences | ❖ Potential Government Shutdown Prep |
| ❖ Bill Pay/Financials | ❖ Monarch’s on the Mountain Event Prep |
| ❖ Scanning | ❖ Rose Festival Event Prep |
| ❖ Shredding | ❖ Crow Creek Newsletter Article |
| ❖ TCCD Payroll/Taxes | ❖ Blue Thumb Monitoring Activities |
| ❖ Website Updates | |
| ❖ TCCD Board Meetings | |
| ❖ CSYP – 25 Emails | |

**12. Discussion and Approval of Directors and Staff Attending the OACD Area Meeting
November 14, 2023**

After a brief discussion, Julie Monnot made a motion to approve staff and any director to attend the OACD Area III Meeting on November 14, 2023. Chrissy Parker 2nd the motion. Ayes: Tom Tolbert, Julie Monnot, Chrissy Parker. Nays: None. The motion carries.

13. Discussion and Approval 2024 Notice of Regular Meetings

After a brief discussion, the board decided to keep meetings to the 2nd Thursday of the month at 5:30 PM in the district office. Julie Monnot made a motion to approve the 2024 Notice of Regularly Scheduled Meetings as discussed. Chrissy Parker 2nd the motion. Ayes: Tom Tolbert, Julie Monnot, Chrissy Parker. Nays: None. The motion carries.

14. Review of CSYP 25 Additional Funding Request to OCC

Gabriel Parker wanted to inform the board that Tulsa CCD received an additional \$9,819.60 in Cost Share Program Year 25 funding. She said she was disappointed it was not a little more, but she was grateful we could secure more funding. She could only pull two people off the alternate list, but she anticipated she could pull a few more as people complete their practices. No Further action needs to be taken at this time.

15. Discussion and Approval of Julie Monnot's Hotel Stay for OCC's Crossroads Conference in July 2023

After a brief discussion, Chrissy Parker made a motion to approve the reimbursement of Julie Monnot's Hotel Stay for OCC's Crossroads Conference in July 2023. Tom Tolbert 2nd the motion. Ayes: Tom Tolbert, Julie Monnot, Chrissy Parker. Nays: None. The motion carries.

16. Discussion and Approval of Purchasing District Computer Technology: Computer, Printer, Scanner, Monitor, Docking Station, External Hard Drive, Mouse, Keyboard

Gabriel Parker said she had done extensive research into computer equipment for the district and then spoke to NRCS's IT representative. He told her to go directly to the manufacturer's websites; you can usually get better deals. She did that and found things were a lot cheaper. She said she was prepared to give the board estimates but was derailed based on the new information. Gabriel said she would request the board set a maximum amount allowed for computer equipment. After some discussion, the board set the maximum amount spent on district technology at \$5,000. Julie Monnot made a motion to approve purchasing District Computer Technology: Computer, Printer, Scanner, Monitor, Docking Station, External Hard Drive, Mouse, Keyboard and Projector up to \$5,000. Chrissy Parker 2nd the motion. Ayes: Tom Tolbert, Julie Monnot, Chrissy Parker. Nays: None. The motion carries.

17. Discussion and Approval of Tommy Hudson's Emergency Drought Reimbursement Claim

After a brief discussion, Julie Monnot made a motion to approve the Emergency Drought reimbursement claim of Tommy Hudson. Chrissy Parker 2nd the motion. Ayes: Tom Tolbert, Julie Monnot, Chrissy Parker. Nays: None. The motion carries.

18. Discussion and Approval of Assisting Chrissy Parker Ag Outreach

Chrissy Parker wanted to talk to the board about getting financial help through the district for urban agriculture activities for her students. They need help with garden seeds, soil, and garden tools. The board said they would be more than willing to help the students with their community garden, but it would be better if the school could sponsor the request. The board said if she could get a proposal together and have the school sponsor the request, they saw no issues with helping her students. Gabriel Parker said she could put it on the agenda for the November meeting if Chrissy could send her the proposal by Wednesday, November 8, 2023. Chrissy said she would work on that before the November meeting. The board decided to table this agenda item until the November meeting. No further action needs to be taken at this time.

19. Review of 10-Minute Guide No. 8 - Legal Responsibilities of Conservation District Boards

The board reviewed and discussed the 10-Minute Guide No. 8 – Legal Responsibilities of Conservation District Boards. No further action needs to be taken at this time.

20. New Business:

Gabriel Parker said there was no director appointment discussion on the agenda, but if Rori Hernandez were interested in joining the Tulsa County Conservation District Board of Directors,

she would be happy to put it on the agenda for November. Rori said she was interested in becoming a board member. Gabrielael said she would send her the paperwork tomorrow and she could email it back. No further action needs to be taken at this time.

21. Adjourn:

Julie Monnot made a motion to adjourn the meeting. Chrissy Parker 2nd the motion. Ayes: Tom Tolbert, Julie Monnot, Chrissy Parker. Nays: None. The motion carries.

The meeting Adjourned at 7:09 PM.

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 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 meetings of the board.

**The next regularly scheduled meeting is Thursday, November 9, 2023, at 5:30 PM
6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133**



3:26 PM
10/02/23
Accrual Basis

Tulsa County Conservation District
Profit & Loss
July through September 2023

	<u>Jul - Sep 23</u>
Income	
Interest Income	0.92
OCC General Exp Reimbursements	816.59
OCC Salary Reimbursements	7,593.46
Total Income	<u>8,410.97</u>
Expense	
Administrative Expense	600.00
Employee Benefits	1,871.04
Grant Expenses	500.00
Outreach Programs	17.58
Payroll	6,276.24
Payroll Tax	2,881.73
Registration Fees	130.10
Travel	174.56
Total Expense	<u>12,451.25</u>
Net Income	<u><u>-4,040.28</u></u>

3:23 PM
10/02/23
Accrual Basis

Tulsa County Conservation District
Profit & Loss
September 2023

	<u>Sep 23</u>
Income	
Interest Income	0.34
Total Income	<u>0.34</u>
Expense	
Employee Benefits	449.67
Outreach Programs	17.58
Payroll Tax	<u>1,018.54</u>
Total Expense	<u>1,485.79</u>
Net Income	<u><u>-1,485.45</u></u>

3:19 PM

10/02/23

Accrual Basis

Tulsa County Conservation District
General Ledger
 As of September 30, 2023

Type	Date	Num	Name	Memo	Split	Amount	Balance
Travel							174.56
Total Travel							174.56
Uncategorized Expenses							0.00
Total Uncategorized Expenses							0.00
No acct							0.00
Total no acct							0.00
TOTAL						0.00	0.00

11:04 AM
09/01/23
Accrual Basis

Tulsa County Conservastion District
Profit & Loss
July through August 2023

	<u>Jul - Aug 23</u>
Income	
Interest Income	0.58
OCC General Exp Reimbursements	816.59
OCC Salary Reimbursements	<u>7,593.46</u>
Total Income	8,410.63
Expense	
Administrative Expense	600.00
Employee Benefits	1,421.37
Grant Expenses	500.00
Payroll	6,276.24
Payroll Tax	1,863.19
Registration Fees	130.10
Travel	<u>174.56</u>
Total Expense	<u>10,965.46</u>
Net Income	<u><u>-2,554.83</u></u>

11:01 AM
09/01/23
Accrual Basis

Tulsa County Conservastion District
Profit & Loss
August 2023

	<u>Aug 23</u>
Income	
Interest Income	0.22
OCC Salary Reimbursements	<u>7,593.46</u>
Total Income	<u>7,593.68</u>
Expense	
Administrative Expense	600.00
Employee Benefits	899.34
Payroll	2,092.08
Payroll Tax	929.04
Travel	<u>174.56</u>
Total Expense	<u>4,695.02</u>
Net Income	<u><u>2,898.66</u></u>

11:07 AM

09/01/23

Accrual Basis

Tulsa County Conservastion District
General Ledger
 As of August 31, 2023

Type	Date	Num	Name	Memo	Split	Amount	Balance
Arvest Checking 6407							6,034.84
Operating Acct - 6407							0.00
Total Operating Acct - 6407							0.00
Arvest Checking 6407 - Other							6,034.84
Check	8/17/2023		IRS	941 Tax Payment for June 2023	Payroll Tax	-804.04	5,230.80
Check	8/17/2023		Oklahoma Tax ...	July 2023 Payment	Payroll Tax	-125.00	5,105.80
Check	8/18/2023	8977	OCC	August 2023 Preclaim	Employee Benefits	-449.67	4,656.13
Check	8/22/2023	8978	Gabriael S Parker	March 2023 Tulsa Mileage	Travel	-108.27	4,547.86
Check	8/25/2023	8980	OCC	July 2023 Preclaim 3rd Rewrite	Employee Benefits	-449.67	4,098.19
Check	8/30/2023	8979	Gabriael S Parker	June 1-30th 2023 Pay Period	Payroll	-2,092.08	2,006.11
Check	8/30/2023	8975	Gabriael S Parker	April 2023 Tulsa Mileage	Travel	-66.29	1,939.82
Deposit	8/31/2023		OCC	July 2023 Slary Reimbursement	OCC Salary Reimbu...	3,796.73	5,736.55
Deposit	8/31/2023		OCC	August 2023 Slary Reimburse...	OCC Salary Reimbu...	3,796.73	9,533.28
Deposit	8/31/2023		Arvest	Interest Payment	Interest Income	0.22	9,533.50
Check	8/31/2023	8983	April Adams CP...	FY - 2023 Annual Audit First Ins...	Administrative Expe...	-600.00	8,933.50
Total Arvest Checking 6407 - Other						2,898.66	8,933.50
Total Arvest Checking 6407						2,898.66	8,933.50
Arvest Money Market 6423							0.00
Total Arvest Money Market 6423							0.00
Arvest Special Projects 6410							88.86
Total Arvest Special Projects 6410							88.86
Payroll Liabilities							0.00
Total Payroll Liabilities							0.00
Opening Balance Equity							*****
Total Opening Balance Equity							*****
Retained Earnings							-1,269.44
Total Retained Earnings							-1,269.44
Administrative Income							0.00
Total Administrative Income							0.00
Aerials and Maps							0.00
Total Aerials and Maps							0.00
Arvest Bank							0.00
Total Arvest Bank							0.00
Director Election							0.00
Total Director Election							0.00
Grant Income							0.00
Total Grant Income							0.00
Interest Income							-0.36
Deposit	8/31/2023		Arvest	Interest Payment	Arvest Checking 6407	-0.22	-0.58
Total Interest Income						-0.22	-0.58
OCC Cost-Share Reimbursements							0.00
Total OCC Cost-Share Reimbursements							0.00
OCC Director Election Reimburse							0.00
Total OCC Director Election Reimburse							0.00
OCC Director Exp Reimbursements							0.00
Total OCC Director Exp Reimbursements							0.00
OCC General Exp Reimbursements							-816.59
Total OCC General Exp Reimbursements							-816.59

11:07 AM

09/01/23

Accrual Basis

Tulsa County Conservastion District
General Ledger
As of August 31, 2023

Type	Date	Num	Name	Memo	Split	Amount	Balance
OCC Salary Reimbursements							0.00
Deposit	8/31/2023		OCC	July 2023 Slary Reimbursement	Arvest Checking 6407	-3,796.73	-3,796.73
Deposit	8/31/2023		OCC	August 2023 Slary Reimburse...	Arvest Checking 6407	-3,796.73	-7,593.46
Total OCC Salary Reimbursements						-7,593.46	-7,593.46
Program Income							0.00
Total Program Income							0.00
TACF Gen Expense Reimbursements							0.00
Total TACF Gen Expense Reimbursements							0.00
TACF Salary Reimbursements							0.00
Total TACF Salary Reimbursements							0.00
Uncategorized Income							0.00
Total Uncategorized Income							0.00
Administrative Expense							0.00
Check	8/31/2023	8983	April Adams CP...	FY - 2023 Annual Audit First Ins...	Arvest Checking 6407	600.00	600.00
Total Administrative Expense						600.00	600.00
Advertising and Promotion							0.00
Total Advertising and Promotion							0.00
Cost-Share Payments							0.00
Total Cost-Share Payments							0.00
Director Fees							0.00
Total Director Fees							0.00
Employee Benefits							522.03
Check	8/18/2023	8977	OCC	August 2023 Preclaim	Arvest Checking 6407	449.67	971.70
Check	8/25/2023	8980	OCC	July 2023 Preclaim 3rd Rewrite	Arvest Checking 6407	449.67	1,421.37
Total Employee Benefits						899.34	1,421.37
Grant Expenses							500.00
Total Grant Expenses							500.00
Insurance							0.00
Total Insurance							0.00
Internet							0.00
Total Internet							0.00
Membership Fees							0.00
Total Membership Fees							0.00
Office Supplies							0.00
Total Office Supplies							0.00
Outreach Programs							0.00
Total Outreach Programs							0.00
Payroll							4,184.16
Check	8/30/2023	8979	Gabriel S Parker	June 1-30th 2023 Pay Period	Arvest Checking 6407	2,092.08	6,276.24
Total Payroll						2,092.08	6,276.24
Payroll Tax							934.15
Check	8/17/2023		IRS	941 Tax Payment for June 2023	Arvest Checking 6407	804.04	1,738.19
Check	8/17/2023		Oklahoma Tax ...	July 2023 Payment	Arvest Checking 6407	125.00	1,863.19
Total Payroll Tax						929.04	1,863.19
Postage							0.00
Total Postage							0.00

11:07 AM
 09/01/23
 Accrual Basis

Tulsa County Conservastion District
General Ledger
 As of August 31, 2023

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Split</u>	<u>Amount</u>	<u>Balance</u>	
Professional Fees							0.00	
Total Professional Fees							0.00	
Reconciliation Discrepancies							0.00	
Total Reconciliation Discrepancies							0.00	
Registration Fees							130.10	
Total Registration Fees							130.10	
Telephone and Internet							0.00	
Total Telephone and Internet							0.00	
Travel							0.00	
Check	8/22/2023	8978	Gabriael S Parker	March 2023 Tulsa Mileage	Arvest Checking 6407	108.27	108.27	
Check	8/30/2023	8975	Gabriael S Parker	April 2023 Tulsa Mileage	Arvest Checking 6407	66.29	174.56	
Total Travel							174.56	174.56
Uncategorized Expenses							0.00	
Total Uncategorized Expenses							0.00	
No acctnt							0.00	
Total no acctnt							0.00	
TOTAL						0.00	0.00	

Oklahoma Employment Security Commission

EMPLOYERS QUARTERLY CONTRIBUTION REPORT

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

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

1. Employee SSN	Change Type	2. Last Name	First Name	Middle Name	3. Total Wages Paid	4. Taxable Wages Paid
					\$10,649.96	\$7,941.10
REPORT TOTAL					\$10,649.96	\$7,941.10

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

Month 1 Month 2 Month 3

15. Oklahoma Account Number:

16. Federal I.D. No:

17. Qtr / Yr:

18. Due Date:

19. Employer Name / Address

TULSA COUNTY CONSERVATION DIST
6660 S SHERIDAN RD STE 120

TULSA
74133 - **1768**

Confirmation No.: **4EDCDE8180**

5. TOTAL WAGES PAID.....	\$10,649.96
6. TAXABLE WAGES PAID.....	\$7,941.10
7. Contribution Rate for This Quarter.....	1%
8. Contributions Due.....	\$79.41
9. Interest Due.....	\$0.00
10. 10% Penalty Due + \$100.00 Penalty Due.....	\$0.00
11. Debit.....	\$0.00
12. AMOUNT DUE.....	\$79.41
13. Amount Paid.....	

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

Contact Name:

Title:

Contact Phone:

Date:

3rd Quarter 2023
July, August, September
1st Quarter FY-2024



P O BOX 1670
LOWELL AR 72745

ADDRESS SERVICE REQUESTED

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

Statement Ending 08/31/2023

TULSA AREA CONSERVATION

Page 1 of 2

Customer Number:

92

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	92	\$7,609.60
Total Current Value		\$7,609.60

NON-PROFIT INTEREST CHECKING

92

Account Summary

Date	Description	Amount
08/01/2023	Beginning Balance	\$7,609.28
	1 Credit(s) This Period	\$0.32
	0 Debit(s) This Period	\$0.00
08/31/2023	Ending Balance	\$7,609.60

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$0.32
Interest Paid Year-to-Date	\$2.48
Interest Withheld Year-to-Date	\$0.00

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

Other Credits

Date	Description	Amount
08/31/2023	INTEREST PMT	\$0.32

Daily Balances

Date	Amount	Date	Amount
07/31/2023	\$7,609.28	08/31/2023	\$7,609.60



P O BOX 1670
LOWELL AR 72745

ADDRESS SERVICE REQUESTED

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

Statement Ending 08/31/2023

TULSA AREA CONSERVATION

Page 1 of 2

Customer Number: 202

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	202	\$7,479.54
Total Current Value		\$7,479.54

BUSINESS MONEY MARKET

202

Account Summary

Date	Description	Amount
08/01/2023	Beginning Balance	\$7,466.86
	1 Credit(s) This Period	\$12.68
	0 Debit(s) This Period	\$0.00
08/31/2023	Ending Balance	\$7,479.54

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$12.68
Interest Paid Year-to-Date	\$74.14
Interest Withheld Year-to-Date	\$0.00

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

Other Credits

Date	Description	Amount
08/31/2023	INTEREST PMT	\$12.68

Daily Balances

Date	Amount	Date	Amount
07/31/2023	\$7,466.86	08/31/2023	\$7,479.54



P O BOX 1670
LOWELL AR 72745

ADDRESS SERVICE REQUESTED

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

Statement Ending 09/30/2023

TULSA AREA CONSERVATION

Page 1 of 2

Customer Number:

92

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	92	\$7,609.91
Total Current Value		\$7,609.91

NON-PROFIT INTEREST CHECKING

92

Account Summary

Date	Description	Amount
09/01/2023	Beginning Balance	\$7,609.60
	1 Credit(s) This Period	\$0.31
	0 Debit(s) This Period	\$0.00
09/30/2023	Ending Balance	\$7,609.91

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$0.31
Interest Paid Year-to-Date	\$2.79
Interest Withheld Year-to-Date	\$0.00

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

Other Credits

Date	Description	Amount
09/30/2023	INTEREST PMT	\$0.31

Daily Balances

Date	Amount	Date	Amount
08/31/2023	\$7,609.60	09/29/2023	\$7,609.91



P O BOX 1670
LOWELL AR 72745

ADDRESS SERVICE REQUESTED

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

Statement Ending 09/30/2023

TULSA AREA CONSERVATION

Page 1 of 2

Customer Number:

202

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	202	\$7,491.84
Total Current Value		\$7,491.84

BUSINESS MONEY MARKET

202

Account Summary

Date	Description	Amount
09/01/2023	Beginning Balance	\$7,479.54
	1 Credit(s) This Period	\$12.30
	0 Debit(s) This Period	\$0.00
09/30/2023	Ending Balance	\$7,491.84

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$12.30
Interest Paid Year-to-Date	\$86.44
Interest Withheld Year-to-Date	\$0.00

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

Other Credits

Date	Description	Amount
09/30/2023	INTEREST PMT	\$12.30

Daily Balances

Date	Amount	Date	Amount
08/31/2023	\$7,479.54	09/29/2023	\$7,491.84

TCCD Monthly Outreach and Activities Report September 2023



September Meetings:

09/11/2023	Monarch's on the Mountain Meeting @TCCD & Zoom
09/12/2023	Conservation District Handbook Teams Training Session One
09/13/2023	Conservation District Handbook Teams Training Session Two
09/14/2023	TCCD Board Meeting
09/15/2023	TACF Board Meeting @ Foolish Things Coffee

September Events:

09/23/2023	Monarch's on the Mountain @ Chandler Park
09/27/2023	Fred Creek Monitoring
09/29 – 09/30/2023	Broken Arrow Rose Festival

September Holidays:

09/04/2023	Labor Day – Office Closed
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October Meetings:

10/12/2023	TCCD Board Meeting
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Deadlines:

9/01/2023	Director Positions – On Time
09/01/2023	July 2022 – September 2023 JPO with progress notes - On Time
09/01/2023	FY – 2023 Annual Report - On Time
09/01/2023	Timeframe for Completing and Audit - On Time
09/15/2023	Requests for Additional CSPY 25 Funding
09/30/2023	Handbook Acknowledgment Forms for all Directors and Staff Due

Notes:

None

Work Duties Performed:

❖ Answer NRCS Calls	❖ Website Updates
❖ NRCS Walk-ins	❖ TCCD Board Meetings
❖ Email Correspondences	❖ CSPY – 25 Emails
❖ Bill Pay/Financials	❖ Check/Paperwork Signatures
❖ Scanning	❖ Yard-by-Yard Emails
❖ Shredding	❖ FY – 2023 Annual Report
❖ TCCD Payroll/Taxes	❖ FY – 2023 JPO Status Updates

TCCD Monthly Outreach and Activities Report September 2023



October Meetings:

10/05/2023 Crow Creek Planning Meeting @ Philbrook
10/10/2023 District Teams Training @ 1:30 – Benefits Enrollment
10/12/2023 District Teams Training @ 1:30 – Benefits Enrollment
10/12/2023 TCCD Board Meeting

October Events:

10/25/2023 Fred Creek Monitoring
10/28/2023 Trash 4 Treat @ Zink Park

October Holidays:

10/09/2023 **Indigenous People’s Day – NRCS Office Closed – TCCD Open**

November Meetings:

11/09/2023 TCCD Board Meeting
11/14/2023 Area III Meeting

Deadlines:

None

Notes:

None

Work Duties Performed:

- | | |
|-------------------------|--|
| ❖ Answer NRCS Calls | ❖ Check/Paperwork Signatures |
| ❖ NRCS Walk-ins | ❖ Yard-by-Yard Emails |
| ❖ Email Correspondences | ❖ Potential Government Shutdown Prep |
| ❖ Bill Pay/Financials | ❖ Monarch’s on the Mountain Event Prep |
| ❖ Scanning | ❖ Rose Festival Event Prep |
| ❖ Shredding | ❖ Crow Creek Newsletter Article |
| ❖ TCCD Payroll/Taxes | ❖ Blue Thumb Monitoring Activities |
| ❖ Website Updates | |
| ❖ TCCD Board Meetings | |
| ❖ CSPY – 25 Emails | |

REGISTRATION FORM

AREA III Meeting- Okmulgee County Conservation District

Tuesday, November 14, 2023

Oklahoma State University Institute of Technology

1801 E 4th St

Okmulgee, OK 74447

List name, title and amount due for each person attending from your district. The registration fee of \$45.00 is to be paid for each District Director and District Employee. NRCS registration fees will be billed directly to NRCS; 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, legislators, current CARE Champions will be guests of OACD and will not be required to pay. Please write "Legislator" or "Judge" in the amount column. **Please send to the Okmulgee County Conservation District by November 7, 2023.**

NAME	TITLE	AMOUNT
------	-------	--------

1. [Click or tap here to enter text.](#)

2. [Click or tap here to enter text.](#)

3. [Click or tap here to enter text.](#)

4. [Click or tap here to enter text.](#)

5. [Click or tap here to enter text.](#)

6. [Click or tap here to enter text.](#)

7. [Click or tap here to enter text.](#)

8. [Click or tap here to enter text.](#)

9. [Click or tap here to enter text.](#)

10. [Click or tap here to enter text.](#)

PLEASE TYPE OR PRINT LEGIBLE

Total number of lunches being reserved [Click or tap here to enter text.](#) Total Amount \$[Click or tap here to enter text.](#)

Checks should be payable to: Oklahoma Association of Conservation Districts

Mail registration form(s) and payment to:

Okmulgee County Conservation District

Attn: Jennifer Bailey

719 E. 8th St., Suite B

Okmulgee, OK 74447

Please contact Sarah Blaney at sarahblaney@okconservation.org or 517.763.8609 if you have questions.

**NOTICE OF SCHEDULE OF REGULAR MEETINGS
FOR CALENDAR YEAR 2023**

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 above calendar year.

MEETING DATE	TIME	PLACE
January 11, 2024		6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133
February 8, 2024		6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133
March 14, 2024		6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133
April 11, 2024		6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133
May 9, 2024		6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133
June 13, 2024		6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133
July 11, 2024		6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133
August 8, 2024		6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133
September 12, 2024		6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133
October 10, 2024		6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133
November 14, 2024		6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133
December 12, 2024		6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133

Name of person reporting dates: _____
(Print or Type)

Signature _____

Title _____ Date _____

**COUNTY CLERK STAMPED COPY
DUE IN OCC OFFICE BY DECEMBER 15 OF EACH YEAR**



Tulsa County Conservation District
6660 S. Sheridan Road, Suite 120, Tulsa, Oklahoma 74133
918-877-9559 Fax: 1-855-421-7632 E-Mail: tulsaccd@conservation.ok.gov

Oklahoma Conservation Commission
2800 N Lincoln Blvd # 160
Oklahoma City, OK 73105

September 5, 2023

To whom it may concern,

Due to increased interest in the State Cost-Share Program, the District has more applications than we have funding. Because of this increased interest, the Tulsa County Conservation District (Tulsa County CD) Board of Directors formally requests \$33,400.00 in additional funding for the Cost Share Program Year 25 alternates. We currently have seven alternates.

The Tulsa County Conservation District Cost-Share Program Year 25 alternates are as follows:

Charles Sisler – \$6,000.00
Performance Agreement Effective 06/26/2023
Michael Henley – \$5,500.00
Performance Agreement Effective 06/26/2023
Barry Moore – \$6,800.00
Performance Agreement Effective 06/27/2023
Joe Eschbach – \$4,800.00
Performance Agreement Effective 06/21/2023
Elizabeth Harris – \$2,000.00
Performance Agreement Effective 06/23/2023
Rodney Clark – \$4,000.00
Performance Agreement Effective 06/26/2023
Ryan Marshall - \$4,300.00
Performance Agreement Effective 06/23/2023
Totaling - \$33,400.00

The Tulsa County CD approved the additional funding request in the August 10th, 2023, board meeting and recorded in the minutes from that meeting. Please see the attached August 10th, 2023 Board Meeting Minutes and the August 3rd, 2023 Allocation Report.

If there are any questions, please contact Tom Tolbert, District Chairman, at ttolbert@brokenarrowok.gov or Gabriel Parker, District Manager, at tulsaccd@conservation.ok.gov

Sincerely,

Tom Tolbert
Tulsa County District Chairman

Tom Tolbert
Chairman

Julie Monnot
Vice Chairwoman

Vacant
Treasurer

Chrissy Parker
Member

Vacant
Member

**STATE OF OKLAHOMA
CONSERVATION COST-SHARE PROGRAM
ALLOCATION REPORT**

District:	Tulsa County	Total Program Year Allocation:	38,000.00
Date Submitted:	8/3/2023		

Agreement Number	Participant Name	Effective Date	Practice	Expected Completion Date	Amount
SECTION 1 Funded Agreements, Not Completed					
02-025-01	Danny & Jill Henrie	6/26/2023	(378) Pond	10/15/2023	7,000.00
02-025-03	Stephen Clayman	6/23/2023	(314) Brush Managment	3/15/2024	6,500.00
02-025-05	Mitt Chinsethagid	6/19/2023	(325) High Tunnel	10/15/2023	7,000.00
02-025-06	Dillingham Farms - Cynthia Dillingham	12/15/2023	(642) Well, (382) Fen, (325) High, (314) Brush	12/15/2023	7,000.00
02-025-11	Julie Bailey	7/10/2023	(642) Well, (314) Brush Management	11/15/2023	6,000.00
02-025-12	Tucker Gordon	6/28/2023	(314) Herb Weed Cont, (340) Cover Crop	5/1/2024	3,350.00

SECTION 1 Total	36,850.00
------------------------	------------------

SECTION 2 Unfunded Approved Alternate Agreements					
02-025-02	Michael Henley	6/26/2023	(378) Pond	3/15/2024	5,500.00
02-025-04	Ryan Marshall	6/23/2023	(378) Pond	3/15/2024	4,300.00
02-025-07	Barry Moore	6/27/2023	(378) Pond	3/15/2024	6,800.00
02-025-08	Joe Eschbach	6/21/2023	(378) Pond	3/15/2024	4,800.00
02-025-09	Charles Sisler	6/26/2023	(340) Cover Crop	3/15/2024	6,000.00
02-025-10	Elizabeth Harris	6/23/2023	(315) Herbaceous Weed Control	5/1/2024	2,000.00
02-025-13	Matt Turpin - Cancelled	None	(340) Cover Crop, (642) Well	None	None
02-025-14	Rodney Clark	6/26/2023	(642) Well	3/15/2024	4,000.00

SECTION 2 Total	33,400.00
------------------------	------------------

Agreement Number	Participant Name	Effective Date	Practice	Expected Completion Date	Amount
SECTION 3 Completed Agreements					
SECTION 3 Total					0.00

PY 25 Additional Allocation Notice

Taylor Marshall <Taylor.Marshall@Conservation.ok.gov>

Tue 10/3/2023 14:08

To:Tulsa County Conservation District <tulsaccd@conservation.ok.gov>

Thank you for requesting additional funding for Cost Share Program Year 25. Additional Funds Requested across the state this year totaled \$3,448,841.58. Although we did not have nearly enough to meet this need, every district that met the requirements to request additional funds is receiving 30% of the funds they requested.

Tulsa County Conservation District is being awarded an additional \$9,819.60 to be but toward current alternates. Your Total Allocation is now \$47,819.60.

Thank you for your continued hard work on your Locally Led Cost-Share Program!

Taylor Marshall

Cost-Share Program Coordinator

Oklahoma Conservation Commission

Taylor.Marshall@conservation.ok.gov

Office: (405)-521-6711

Cell: (405)- 227-9027





Reimbursement Form

Fill out the form below completely. Copies of all receipts should be attached to this form. Form must be signed by both claimant and District representative.

Date: _____

Submitted By: Julie Monnot

Project/Reason: Director Participation in the OCC Crossroads Conference

District Name: Tulsa County Conservation District

Board Approval Date: October 12, 2023

Description of Purchase(s) or Items Claimed

*receipts or backup documentation for all items must be attached

Amount

<u>Wednesday & Thursday July 19 -20th, 2023 Hotel Stay</u>	<u>\$ 151.05</u>
<u>@ OCC Crossroads Conference</u>	
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
Total	<u>\$ 151.05</u>

Claimant Signature _____

Check Number 8991 Amount 151.05 Date 10/12/2023

Approval Signature _____

*Approval signature may NOT be the claimant

GLO BEST WESTERN ENID OK

123 W MAINE ST
ENID, OK 73701



(580) 540-4172

gloenidok@gmail.com

C/O 07/20/2023 07:54 AM ronak

Loyalty Club: 600663-77528-48986

BLUE

Room # 309-A

Registered To:

Conf # 20153

MONNOT, JULIE

Arrival 07/18/23

6660 S. SHERIDAN RD., SUITE 12
TULSA, OK 74133

Departure 07/20/23

(918) 313-0404

Room Type QQ - Std 2 Queens

Guests 2 / 0

Payment Visa/Master

Acct XXXX-XXXX-XXXX-5703

Posting Date	Name	Account	Description	Room	Rate	Amount
07/19/23	Quentin	VS	PAYMENT VISA/MC		04277C	\$151.06-
07/19/23	ronak	AV	REFUND VISA/MC			\$151.06
07/19/23	ronak	RC	ROOM CHRG REVENUE	07/18/23		\$98.00
07/19/23	ronak	RC	ROOM CHRG REVENUE			\$98.00
07/20/23	Quentin	VS	PAYMENT VISA/MC		5703 - 090560	\$227.00-
07/20/23	ronak	AV	REFUND VISA/MC		5703 -	\$31.00
Balance Due						\$0.00

THE UNDERSIGNED GUEST AGREES TO PAY THE AMOUNT INDICATED ON THE BALANCE DUE PORTION OF THIS INVOICE. IF THE CHARGES ARE TO BE BILLED TO A THIRD PARTY, THE UNDERSIGNED AGREES TO BE PERSONALLY LIABLE FOR PAYMENT OF THE CHARGES IN THE EVENT THAT THE INDICATED THIRD PARTY, PERSON, COMPANY OR ASSOCIATION FAILS TO PAY FOR ANY PART OR THE FULL AMOUNT OF SUCH CHARGES.

X _____
GUEST SIGNATURE

Signature

Each Best Western® Branded Hotel is Independently Owned and Operated.

OSF Form 3
(Revised 07/2022)

STATE OF OKLAHOMA
Notarized Claim Voucher
And
Disbursement of Payroll Withholdings

CLAIM OF: <u>Tulsa County Conservation District</u> <u>6660 S. Sheridan Rd Suite 120</u> ALT. NAME: <u>Tulsa, OK 74133</u> Vend I.D.: <u>73-0723957</u> <u>#02</u> OSF-Audited By: _____	For Agency Use Only: <table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td style="width:25%; text-align: center;">TOTAL CLAIM AMOUNT</td> <td style="width:25%; text-align: center;">AGENCY BUSINESS UNIT</td> <td style="width:25%; text-align: center;">CLAIM VOUCHER NO.</td> <td style="width:25%; text-align: center;">WARRANT NO.</td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </table>	TOTAL CLAIM AMOUNT	AGENCY BUSINESS UNIT	CLAIM VOUCHER NO.	WARRANT NO.				
TOTAL CLAIM AMOUNT	AGENCY BUSINESS UNIT	CLAIM VOUCHER NO.	WARRANT NO.						
Reserved For Agency Use Only:									

ORDER NO.	AMOUNT	OBJECT ACCOUNT	OBJECT SUB-ACCT	FUNDING CLASS	ACT/SUB DEPT	BUDGET REF YR	CFDA CHARTFIELD	PROGRAM	PROJECT	OPER UNIT	RESERVED	RESERVED
TOTAL												

Notary Seal	DATE	ITEM CODE	ARTICLE DESCRIPTION	AMOUNT CLAIMED
Notary Seal	<u>October-23</u>		<u>Tommy Hudson 02-ED2-006</u>	
		<u>516 Pipeline</u>		\$ <u>2,260.00</u>
		<u>PT Pasture Tap</u>		\$ <u>4,792.00</u>
				\$ -
				\$ -
				\$ -

THE SECTION BELOW IS NOT REQUIRED FOR WITHHOLDING PAYMENTS-EXCEPT FOR WITHHOLDING REFUNDS	TOTAL AMOUNT APPROVED \$ <u>7,052.00</u>
--	---

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.)

For Agency Use Only:
Date received

State of Oklahoma County of Tulsa

Claimant

Subscribed and sworn before me _____

Notary Public (or Clerk or Judge) My Commission expires April 16, 2025

**STATE OF OKLAHOMA
EMERGENCY DROUGHT COST-SHARE PROGRAM
SELF-CERTIFICATION OF
CONSERVATION PRACTICE IMPLEMENTATION**

I hereby certify that on June 11, 2022 or after I implemented the conservation practice(s) indicated by the block(s) checked below. (check all that apply)

- Cover Crop (for erosion control only)
- Heavy Use Protection Area
- Pasture and Hay Planting (excludes Bermuda grass)
- Pasture Tap
- Pipeline
- Pond Cleanout
- Pumping Plant
- Watering Facility
- Water Well

That I have submitted to the Conservation District evidence of all goods and/or services used in the implementation of conservation practice(s) selected above.

PARTICIPANT:

Tommy Hudson
Print Name

SSN

Tommy E. Hudson
Signature

Date

10/11/23

NOTE

Participant conservation practice implementation may be randomly chosen for a field audit by the conservation district and/or Conservation Commission.

COST-SHARE PAYMENT CALCULATION SHEET

Conservation District	Tulsa County					
	Tommy Hudson 02-ED2-06					
Participant's Name & Agreement #						
Conservation Practice	(PT) Pasture Tap	(516) Pipeline				
1 Conservation practice units completed	0.00	0.00				
2 Average cost (unit cost)	\$0.00	\$0.00				
3 Cost-share rate (percentage)	0%	0%				
4 Calculated total (line 1 x line 2 x line 3)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
5 Maximum cost-share payment amount (Refer to Part II B 3 of the Performance Agreement)	\$7,500.00	\$7,500.00				
6 Actual total cost of installing the conservation practice (total of all invoices and in-kind statements)	\$2,825.00	\$5,990.00				
7 Cost-share rate (percentage)	80%	80%				
8 Calculated total (line 6 x line 7)	\$2,260.00	\$4,792.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTAL AMOUNT OF COST-SHARE PAYMENT (add the lesser amount of lines 4, 5, or 8 in each column)	\$7,052.00					

INVOICE

DATE:

9/21/2023
INVOICE #
1521

TO: TJ Hudson

CUSTOMER ID:
Hudson Cattle

SALESPERSON

Hudson

JOB

Sales

PAYMENT TERMS

Due on receipt

DUE DATE

10/30/23

QTY

DESCRIPTION

UNIT PRICE

LINE TOTAL

Extend water line

Run 300 ft of water line from new hydrant to water tank

Water ready for new water tank hookup

Plumbing and parts for water tank

SUBTOTAL

2950.00

SALES TAX

exempt

TOTAL

2950.00

MAKE ALL CHECKS PAYABLE TO TOMMY HUDSON

Thank you for your business!

INVOICE

DATE:

9/21/2023
INVOICE #
1521

TO: TJ Hudson

CUSTOMER ID:
Hudson Cattle

SALESPERSON	JOB	PAYMENT TERMS	DUE DATE
Hudson	Sales	Due on receipt	10/30/23

QTY	DESCRIPTION	UNIT PRICE	LINE TOTAL
1	Barn water hydrants To remove existing hydrant and install new one Added tee in the ground and trenched a water line 50 ft. Installed new hydrant at the edge of the barn Backfilled trench Set both hydrants in concrete		
		SUBTOTAL	1950.00
		SALES TAX	exempt
		TOTAL	1950.00

MAKE ALL CHECKS PAYABLE TO TOMMY HUDSON
Thank you for your business!



Torch Service Company
 107 W 4th Ave, Owasso, OK 74055,
 918-376-4343

Project 37692379
 Estimate number(s) 37693517
 Invoice Date 8/11/2023
 Completed Date 8/10/2023
 Customer PO

Billing Address
 Tommy Hudson

Job Address
 Tommy Hudson

Description of Work

Exposed the water service line next to the meter and dug out an area for the buried hydrant.
 Removed the poly water line and replaced it with 1" pex.
 Added a 1"x3/4" tee for the hydrant
 Hammered a t-post down and Added a layer of gravel for the hydrant to sit on. Set the hydrant and ran pex from the tee to the hydrant.
 Poured more gravel a few inches above the weep hole.
 Ran a short section of 1" and capped it for future use.
 Turned water on to test for leaks.
 Raised meter box up to ground level.
 Backfilled dirt to a rough grade

Task #	Description	Quantity	Your Price	Your Total
YARDHYDRANT	Yard Hydrant: Will install a freeze proof yard hydrant Dig and prepare install site Place stake ,gravel, and concrete Will leave water line ready for additional usage Backfill hole	1.00	\$950.00	\$950.00
Misc Plumbing	Misc Plumbing: New square meter box and extension	1.00	\$140.00	\$140.00

Paid On	Type	Memo	Amount
8/11/2023	Discover		\$1,090.00
		Sub-Total	\$1,090.00
		Tax	\$0.00
		Total Due	\$1,090.00
		Payment	\$1,090.00
		Balance Due	\$0.00

Thank you for choosing Torch Service Company! Highest rated in Plumbing, Heating, and Cooling!

This invoice is agreed and acknowledged. Payment is due upon receipt. A service fee will be charged for any returned checks, and a financing charge of 1% per month shall be applied for overdue amounts.

I have inspected all of the work done by [the contractor] pursuant to the contract terms agreed by me at [LOCATION] [the location described in the contract]. I find that all work has been completed in a satisfactory and workmanlike manner. I have been given the opportunity to address concerns and/or discrepancies in the work provided, and I either have no such concerns or have found no discrepancies or they have been addressed by [the contractor] to my satisfaction. My signature here signifies my full and final acceptance of all work performed by the contractor pursuant to the contract as agreed.

1940 30 WASH. ST.
507
COLLINSVILLE OK 74007
218-3111

RECEIPT		DATE <u>1-27-23</u>	No. <u>630572</u>
RECEIVED FROM <u>Tommy Hudson</u>		<u>\$2500.00</u>	
<u>two thousand five hundred & 00/100</u>		DOLLARS	
<input type="radio"/> FOR RENT <u>New 1 1/2 Jap - Head Bare</u>			
<input type="radio"/> FOR			
<u>10090</u> ACCOUNT	<u>500 00</u>	<input type="radio"/> CASH <u>\$1500-</u>	<u>\$1000</u>
PAYMENT		<input checked="" type="radio"/> CHECK	FROM _____ TO _____
BAL. DUE		<input type="radio"/> MONEY ORDER	
		<input type="radio"/> CREDIT CARD	BY <u>D. J. Jacoby</u> 3-11

Mark Fleming
Environmental Specialist
Soil Testing & Septic Design

918-698-3139

9489 E 126th St N
Collinsville, OK 74021

mdfleming59@aol.com

INVOICE

Tommy Hudson

Invoice # 00059

Invoice Date 1/5/23

Due Date Upon Receipt

Item	Description	Unit Price	Quantity	Amount
Service	Foundation test for individual septic system <i>Soil Profile</i>	325.00	1.00	325. ⁰⁰
<i>Soil Profile</i>				
<u>Address: Service Test Location:</u>				
15075 N. Lewis Ave., Skintock, OK, 74070				
		Subtotal	325. ⁰⁰	
		Total	325. ⁰⁰	
		Amount Due	325. ⁰⁰	
		Balance Due	0.00	



Oklahoma Conservation Commission

District Directors' Responsibilities: A 10-Minute Guide Series

This is one in a continuing series of informational/discussion topics designed to help conservation district directors become more informed and knowledgeable about their responsibilities. It is suggested that board members review these guides before a board meeting, and then have a 10-minute discussion on them at a meeting.

Guide No. 8 - Legal Responsibilities of Conservation District Boards

Conservation districts were formed under the authorization of the Conservation District Enabling Act passed by the legislature on April 15, 1937. The legislature, in passing this Act, designated conservation districts as the primary local unit of government responsible for the conservation of the renewable natural resources in the state.

While conservation district directors serve without pay, they are much more than volunteers. They are elected or appointed members of a subdivision of state government and have responsibilities and duties set out by law.

The authors of the Conservation District Act understood that broad authorities would be needed to deal with changing environmental and conservation needs. The Act provides conservation districts with discretionary powers that allow them to be innovative in carrying out a wide-range of activities and actions to meet conservation needs. Some of these discretionary powers are listed on the second page of this guide.

	Conservation District Authorities and Powers
Legal Responsibilities	<p>Maintain a full and accurate record of district business, including board meeting minutes and financial records that is available for review by the Oklahoma Conservation Commission, State Auditor, and the public.</p> <p>Carry out a complete audit of financial records every three years and a review or compilation in other years.</p> <p>Conduct district director elections.</p> <p>Prepare annual and long range plans, annual reports and statement of needs each year as required by the Conservation Commission.</p> <p>Obtain surety bonds for all employees and officers who shall be entrusted with funds or property.</p> <p>Conduct all conservation district meetings in accordance with the Oklahoma Open Meeting Act.</p> <p>Carry out requirements related to the USDA Watershed Program, such as operation and maintenance of dams, annual watershed dam inspections, and development and management of emergency action plans for high hazard dams.</p>

Discretionary Activities	<ul style="list-style-type: none"> • Employ staff. • Solicit legal council. • Appoint advisory committees. • Appoint associate members. • Conduct, in cooperation with OCC, surveys, investigations and research on erosion, flood water and sediment damages and the preventive and control measures. • Carry out preventive and control measures on public and private lands with the consent of the landowners. • To cooperate, or enter into agreements with governmental agencies and landowners to furnish aid to carry on erosion control and watershed protection, and flood prevention operations. • To acquire land or property by purchase, lease, gift, or condemnation, and to make use of the property to carry out the purposes of the Conservation District Act. • To make available to landowners agricultural equipment, machinery, fertilizer, seeds, and seedlings, etc. to assist in carrying out conservation practices. • To construct, improve, operate, and maintain such structures as may be needed for conservation in the district. • To develop resource conservation programs for the conservation of the renewable resources and a joint plan of operations with NRCS. • To administer any project or program concerned with conservation of renewable natural resources within the district boundaries undertaken by any public agency; to accept services, funds, materials, and other contributions from such agencies to carry out the purposes of the Conservation District Act; to enter into contracts and negotiate with any agency of the United States or the state of Oklahoma in any plan related to conservation of renewable natural resources. • To sue and to be sued in the name of the district (generally individual board members cannot be held personally liable for district matters.), to have a seal, to make and execute contracts necessary to exercise the district's powers, to make amend and repeal rules and regulations inconsistent with the district law, and to carry out the purposes for which the districts were formed.
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Resources:

- Chapter 2 of the Conservation District Handbook.
- Conservation District Enabling Act.