

**AGENDA**  
**Board of Directors Special Meeting**  
**Tulsa County Conservation District**  
**Tuesday July 29, – 5:30 PM**  
**6660 S. Sheridan Rd. Suite 120, Tulsa, OK 74133**

1. Meeting called to order
2. Roll Call
3. Public Comments:
4. Discussion and Approval of the Cooperator Agreement for Kathryn Bartee
5. Discussion and Approval of Recommendation for Appointment of Kathryn Bartee to the Tulsa County Conservation District Board of Directors
6. 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 Wednesday August 13, 2025**  
**6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133**

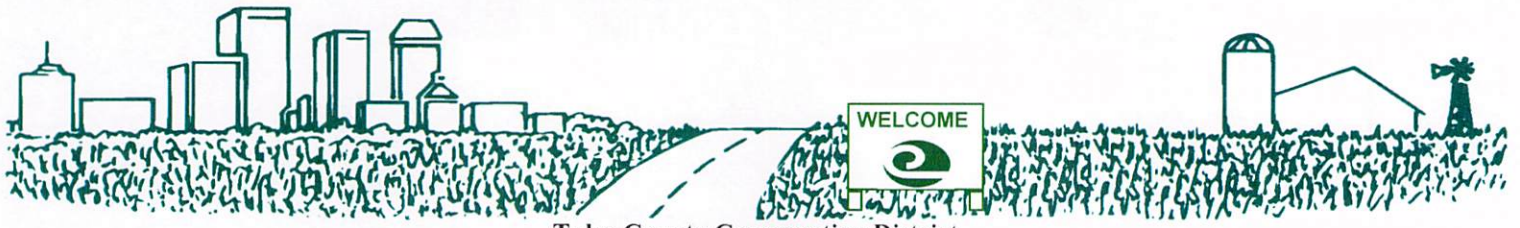
This is a scheduled **Special** meeting held in compliance with the Open Meeting Act, Title 25 of the Oklahoma Statutes, Section 301 and following, as amended. Notice of this meeting is on file with the County Clerk's Office. The agenda for this meeting was posted on **July 28, 2025** in the following location:

**6660 S. Sheridan Rd., Suite 120**

**Tulsa, OK 74133**

**&**


**[tulsaccd.org](http://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](mailto:Tulsaccd@conservation.ok.gov)

## STATEMENT OF APPROVAL OF MINUTES

I certify that the minutes of the **Regular Meeting** of the Tulsa County Conservation District Board of Directors held on **July 23, 2025** were approved as written by a vote in the **Regular Meeting** of the Board of Directors held **September 10, 2025**.

  
\_\_\_\_\_  
Chair, Board of Directors

  
\_\_\_\_\_  
Date

Attest:

  
\_\_\_\_\_



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

Date: July 29, 2025  
Time: 5:30 PM

Members Present: Tom Tolbert, Chair  
Julie Monnot, Vice-Chair  
Janna Colaizzi, Member

Members Absent: Chrissy Parker, Treasurer

Staff Present: Gabriael Parker, District Manager

Others Present: Michael Monnot, Member of the Public

**1. Meeting Called to Order:**

Chairman Tom Tolbert called the meeting to order at 5:30 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 July 28, 2025, in the front window of 6660 S. Sheridan Rd., Suite 120, Tulsa, OK 74133, and at tulsacd.org.

**2. Roll Call**

Tom Tolbert  
Julie Monnot  
Janna Colaizzi  
Gabriael Parker  
Kathryn Bartee  
Michael Monnot

**3. Public Comments**

Tom Tolbert briefly mentioned the TACF board members and the need for them to have a meeting. Gabriael said they have not had one in almost a year, and their terms have technically expired. They expired in February 2025. Tom said he would talk to Amethyst Kelly about getting the board back on track with meetings. He also suggested asking Gary Percivell about joining their board. No further action needs to be taken at this time.

**4. Discussion and Approval of the Cooperator Agreement for Kathryn Bartee**

After a brief discussion, Julie Monnot made a motion to approve the Cooperator Agreement for Kathryn Bartee. Janna Colaizzi 2<sup>nd</sup> the motion. Ayes: Tom Tolbert, Julie Monnot, and Janna Colaizzi. Nays: None. The motion carries.

**5. Discussion and Approval of Recommendation for Appointment of Kathryn Bartee to the Tulsa County Conservation District Board of Directors**

After a brief discussion, Janna Colaizzi made a motion to approve the Recommendation for Appointment of Kathryn Bartee to the Tulsa County Conservation District Board of Directors. Julie Monnot 2<sup>nd</sup> the motion. Ayes: Tom Tolbert, Julie Monnot, and Janna Colaizzi. Nays: None. The motion carries.

**6. New Adjourn:**

Julie Monnot made a motion to adjourn the meeting. Janna Colaizzi 2<sup>nd</sup> the motion. Ayes: Tom Tolbert, Julie Monnot, and Janna Colaizzi. Nays: None. The motion carries

The meeting adjourned at 5:41 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 deletions, without exception. Any modifications or amendments will be limited and rationally related to the agenda item topic. The Board may defer, strike, continue, table, and refer any agenda item to its chief administrative officer, staff, or attorney and refer or appoint a committee to gather 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 Wednesday, August 13, 2025, at 5:30 PM  
6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133**

## APPLICATION FOR CONSERVATION DISTRICT COOPERATOR AGREEMENT

This is a formal application to have a Conservation District Cooperator Agreement executed between the Tulsa County Conservation District and the following person(s):

Name of Applicant(s) Kathryn Baste

Mailing Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

E-mail Address \_\_\_\_\_

Signature of Applicant(s): Kathryn Baste Date 7/23/2015

\_\_\_\_\_  
Date \_\_\_\_\_

The next regular board meeting is scheduled on \_\_\_\_\_, 2\_\_\_\_\_  
and this application and Cooperator Agreement will be a part of the meeting agenda.

District Representative \_\_\_\_\_ Date \_\_\_\_\_

# CONSERVATION DISTRICT COOPERATOR AGREEMENT

This is an agreement between the Tulsa County Conservation District, hereinafter referred to as District and Kathryn Barteo, hereinafter referred to as Cooperator(s).  
**Check either Landowner or Non-landowner box:**

☐ **Landowner:**

**The Cooperator(s) Agrees to:**

1. Cooperate with the representative of the District to develop as rapidly as feasible, a conservation plan for his/her land.
2. Start applying one or more conservation practices as provided in the conservation plan and which meets the technical standards of the District.
3. Maintain all conservation practices established in an effective condition and continue the use of all conservation measures put into effect.

**The District Agrees to:**

1. Furnish Cooperator(s) with technical assistance as needed in developing a conservation plan based upon a soil and plant inventory of the land.
2. Furnish the Cooperator(s) a conservation soils map, aerial photo and job sheets for needed conservation practices.
3. Furnish the Cooperator(s) with information, guidance and needed technical assistance as available for proper maintenance of established conservation measures.
4. Keep Cooperator(s) informed of conservation programs suitable for implementation on their land.

☒ **Individual Non-Landowner, Organization or Business:**

**The Cooperator Agrees to:**

1. Work with representatives of the District to carry out planned projects, assist with district activities and participate in district events.
2. Become knowledgeable about the District. Suggested ways to do this are attend board meetings, volunteer to help with District activities, read District materials, attend conservation meetings or visit with district directors or staff.
3. Provide input to the District as they develop their conservation goals and needs assessments.

**The District Agrees to:**

1. Provide information and education to the Cooperator(s) so they will be informed about the District, conservation programs, and District activities.
2. Provide opportunities for Cooperator(s) to become involved in information and education events and activities, and other District activities and projects.
3. Provide recognition to Cooperator(s) for assistance to the District.

**It is mutually agreed that:**

1. Provisions of this agreement are understood by the Cooperator(s) and the District and that neither shall be liable for damage to the other's property resulting from carrying out this agreement unless such damage is caused by negligence or misconduct.
2. This agreement supersedes any previous Cooperator Agreement between the Cooperator(s) and the District.
3. This agreement will become effective on the date of the last signature and may be terminated by either party upon written notice.

Signature of Cooperator(s)  Date 7/23/2025  
 \_\_\_\_\_ Date \_\_\_\_\_

Signature of District Chair \_\_\_\_\_

Date approved by district board \_\_\_\_\_



## RECOMMENDATION FOR APPOINTMENT OR REAPPOINTMENT OF CONSERVATION DISTRICT DIRECTOR

During a board meeting held on <u>August 13, 2025</u> Directors of the <u>Tulsa County</u> Conservation District took action for:	
Reappointment of: _____ <i>Name of Incumbent Director</i>	
<b>OR</b>	
New Appointment of: <u>Kathryn Bartee</u> <i>Name of Recommended Individual</i>	
Due to:	<input type="checkbox"/> Resignation <input checked="" type="checkbox"/> Expiration of Term <input type="checkbox"/> Death
of: <u>Vacant Position</u> <i>Name of Outgoing Director</i>	

For reappointment, the incumbent director attended _____ of _____ regular scheduled meetings during the immediate past term. <b><i>The immediate past term is all regular scheduled board meetings since the director's last appointment.</i></b>	
*If director did not attend 75% of regular scheduled meetings during the immediate past term, please attach a letter from the board outlining why the recommendation is being made. _____%	

<input checked="" type="checkbox"/> Copy of Cooperator Agreement or Application is Attached	
I have verified with the <u>Tulsa</u> County Election Board that the recommended person(s) is a registered voter within the boundaries of said conservation district.	
_____ District Representative	<u>July 24, 2025</u> Date
_____ Board of Directors	_____ Date

### OCC Use Only

Term ID No: \_\_\_\_\_ Agenda/Action Date: \_\_\_\_\_ Director ID No: \_\_\_\_\_ District No: \_\_\_\_\_



**TO BE FILLED OUT BY APPLICANT:**

(Please print legibly, all fields required)

Full Name as It Appears on Voter Registration: <i>Kathryn Barte</i>	
Preferred Name, if different from above:	
Date of Birth:	
Mailing Address (street/city/zip): <i>, OK 74134</i>	
Primary Phone:	Cell Phone: <input checked="" type="checkbox"/> Alternate Phone: Cell Phone: <input type="checkbox"/>
E-mail Address: <i>-</i> <i>ail.com</i>	
Conservation District: <i>Tulsa County</i>	
Have you previously served on this or any other Conservation District Board? <u><i>No</i></u>	
If yes, list district name and dates served or date began serving if no break in service:  	

Signature: <i>Kathryn Barte</i>	Date: <i>7/23/2025</i>
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**A COPY OF YOUR COOPERATOR AGREEMENT OR APPLICATION FOR  
COOPERATOR AGREEMENT **MUST BE SUBMITTED WITH THIS FORM.****