

AGENDA
Board of Directors Regular Meeting
Tulsa County Conservation District
Tuesday December 10, 2024 – 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 of Conservation Stewardship Resource Management Conference
5. Discussion of Urban Conservation Area
 - a. Possible Approval of Participating in NRCS's RCPP Program
6. Approval of Minutes from the November 25, 2024, Special Meeting
7. Approval of Financial Statements & District Reports for Period Ending November 30, 2024
8. Discussion and Approval of Staff Timesheet and Leave Forms September, October, and November 2024
9. Discussion and Approval of Submitting Requests for Reimbursement Claims be Reimbursed a Month Early from OCC
10. Review of TACF Financials for Period Ending September 30, October 31, November 30, 2024
11. Discussion of the TCCD Monthly Activities and Outreach Report October, November, and December 2024
12. Discussion of NRCS Agency Report
13. Discussion of Green Country Watersheds Coalition Newsletter
14. Discussion and Approval of Updating Arvest Bank Account Signatories
15. Discussion of FY – 2025 Joint Plan of Operations
16. Discussion of August 2024 District Teams Training Takeaways – Salary & Operating Expense Claims
17. Discussion and Approval of 2025 Notice of Regular Meetings
18. Discussion and Approval of District Operating Funds for 2nd Half of FY - 2025
19. Discussion and Approval of FY – 2024 Compilation and Related Documents
 - a. Approval of Annual Net Worth Statement
 - b. Approval of Filing of an Audit
20. Discussion of Emergency Drought Cost Share Program
 - a. Program Guidelines
 - b. Application Process and Application Review
 - c. Approval of the Following Application
 1. Ron Hall
 2. Brian Hayes
 3. Matthew Reagor
 4. Dennis Ellman
 5. John Fugate
 6. Kay Paul Ross
 7. Coty Calvert
 - d. Inspection and Reimbursement Process
 1. Approval of Reimbursement Claims for John Fugate and Ron Hall
21. Discussion and Approval of the Following Cooperator Agreements
 - a. Todd Kinnikin
22. New Business:
23. 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 to be determined
6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133



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 **Regular** of the Tulsa County Conservation District Board of Directors held on **December 10, 2024** were approved as written by a vote in the **Regular Meeting** of the Board of Directors held **January 8, 2025**.


Chair, Board of Directors


Date

Attest:



Tulsa County Conservation District

Minutes

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

Date: December 10, 2024

Time: 5:30 PM

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

Members Absent: Chrissy Parker, Treasurer

Staff Absent: Gabriael Parker, District Manager

Others Present: None

1. Meeting Called to Order:

Chairman Tom Tolbert called the meeting to order at 5:49 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 December 9, 2024, in the front window of 6660 S. Sheridan Rd., Suite 120, Tulsa, OK 74133, and at tulsaccd.org.

2. Roll Call

Tom Tolbert
Julie Monnot
Janna Colaizzi
Gabriael Parker

3. Public Comments

None

4. Discussion of Conservation Stewardship Resource Management Conference

Gabriael Parker said she would change the agenda item to just the Resource Management Conference. The board briefly discussed hosting the conference on TMDLs since most cities in Tulsa County have at least one within their city limits. No further action needs to be taken at this time.

5. Discussion of Urban Conservation Area

a. Possible Approval of Participating in NRCS's RCPP Program

Gabriael Parker said some funding would be available through the RCPP program soon, and we might want to take advantage of it. She did not have many details but thought we could investigate it. No further action needs to be taken at this time.

6. Approval of Minutes from the November 25, 2024, Special Meeting

After a brief discussion, Julie Monnot made a motion to approve the minutes from the November 25, 2024, Special Meeting Janna Colaizzi 2nd the motion. Ayes: Tom Tolbert, Julie Monnot, and Janna Colaizzi. Nays: None. The motion carries.

7. Approval of Financial Statements & District Reports for the Period Ending November 30, 2024

After a brief discussion, Julie Monnot made a motion to approve the Financial Statements & District Reports for the Period Ending November 30, 2024. Janna Colaizzi 2nd the motion. Ayes: Tom Tolbert, Julie Monnot, and Janna Colaizzi. Nays: None. The motion carries.

8. Discussion and Approval of Staff Timesheet and Leave Forms for October and November 2024

After a brief discussion, Julie Monnot made a motion to table the discussion of the Staff Timesheet and Leave Forms for October and November 2024. Janna Colaizzi 2nd the motion. Ayes: Tom Tolbert, Julie Monnot, and Janna Colaizzi. Nays: None. The motion carries.

9. Discussion and Approval of Submitting Requests for Reimbursement Claims be Reimbursed a Month Early from OCC

After a brief discussion, Julie Monnot made a motion to approve TCCD submitting a Request for Salary Reimbursement Claims to be Reimbursed a Month Early from OCC. Janna Colaizzi the motion. Ayes: Tom Tolbert, Julie Monnot, and Janna Colaizzi. Nays: None. The motion carries.

10. Review of TACF Financials for Period Ending September 30, October 31, November 30, 2024

The board reviewed the TACF Financials for the Periods Ending September 30, October 31, and November 30, 2024. No further action is needed at this time.

11. Discussion of the TCCD Monthly Activities and Outreach Report December 2024

December Meetings:

12/10/2024 TCCD Board Meeting

December Events:

12/30/2024 Fred Creek Monitoring

December Holidays:

12/25 – 12/26 Christmas – Office Closed

Deadlines:

12/15/2024 2025 Notice of Regular Scheduled meetings due

12/17/2024 SEAT training due

12/31/2024 FY23 audits due

January Meetings:

TBD TCCD Board Meeting

January Holidays:

01/01/2025 New Year's Day - Office Closed

Notes:

TCCD/NRCS Office Closed on the 25th and 26th

Work Duties Performed:

❖ Answer NRCS Calls	❖ TCCD Board Meetings
❖ NRCS Walk-ins	❖ CSPY – 26 Emails
❖ Email Correspondences	❖ SCPY Emergency Drought Paperwork
❖ Bill Pay/Financials	❖ Check/Paperwork Signatures
❖ Scanning	❖ Blue Thumb Monitoring Activities
❖ Shredding	❖ Teleworking
❖ TCCD Payroll	❖ End-of-the-Year Taxes
❖ TCCD Financials	❖ Website Updates
❖ Outreach Planning Meetings	

The board reviewed the December 2024 Monthly Activities and Outreach Report. No further action was needed at this time.

12. Discussion of NRCS Agency Report

After a brief discussion, the board decided to table this agenda item. Julie Monnot made a motion to table the NRCS Agency Report. Janna Colaizzi 2nd the motion. Ayes: Tom Tolbert, Julie Monnot, Janna Colaizzi. Nays: None. The motion carries.

13. Discussion of Green Country Watersheds Coalition Newsletter

Gabriel Parker said this was the first issue of the new Green Country Watershed Coalition Newsletter. She said it looked very nice, especially with the front picture of what the logo would eventually look like. The board liked the new newsletter. No further action needs to be taken at this time.

14. Discussion and Approval of Updating Arvest Bank Account Signatories

After a brief discussion, Julie Monnot made a motion to approve the removal of Jana Black, John Beasley, Melissa Gray, and Zach Kilburn and add Julie Monnot, Chrissy Parker, and Janna Colaizzi to the TCCD Arvest Accounts as the official signatories. Janna Colaizzi 2nd the motion. Ayes: Tom Tolbert, Julie Monnot, Janna Colaizzi. Nays: None. The motion carries.

15. Discussion of FY – 2025 Joint Plan of Operations

After a brief discussion, the board reviewed the FY 2025 Joint Plan of Operations. No further action is needed at this time.

16. Discussion of August 2024 District Teams Training Takeaways – Salary & Operating Expense Claims

After a brief discussion, the board reviewed the August 2024 District Teams Training Takeaways – Salary & Operating Expense Claims

17. Discussion and Approval of 2025 Notice of Regular Meetings

After a brief discussion, the board decided to hold the 2025 regularly scheduled meetings on the second Wednesday of each month at 5:30 PM in the district office located at 6660 S. Sheridan Rd., Suite 120, Tulsa, OK 74133. Julie Monnot made a motion to approve the 2025

Notice of Regular Meetings as discussed above. Janna Colaizzi 2nd the motion. Ayes: Tom Tolbert, Julie Monnot, Janna Colaizzi. Nays: None. The motion carries.

18. Discussion and Approval of District Operating Funds for 2nd Half of FY – 2025

Gabriel Parker said we need to submit a notification to OCC about not utilizing at least 50% of our FY–2025 allocation by December 31, stating that we have allocated funding for events and projects in the second half of the year. We spend most of our money in the second half of the year and must ensure we do not lose any of what we worked hard to obtain. Julie Monnot made a motion to approve staff submitting notification to OCC for the District Operating Funds for the 2nd Half of FY – 2025. Janna Colaizzi 2nd the motion. Ayes: Tom Tolbert, Julie Monnot, Janna Colaizzi. Nays: None. The motion carries.

19. Discussion and Approval of FY – 2024 Compilation and Related Documents

a. Approval of Annual Net Worth Statement

After a brief discussion, Julie Monnot made a motion to approve the FY – 2024 Annual Net Worth Statement. Janna Colaizzi 2nd the motion. Ayes: Tom Tolbert, Julie Monnot, and Janna Colaizzi. Nays: None. The motion carries.

b. Approval of Filing of an Audit

After a brief discussion, Julie Monnot made a motion to approve the FY – 2024 Filing of an Audit/Compilation. Janna Colaizzi 2nd the motion. Ayes: Tom Tolbert, Julie Monnot, and Janna Colaizzi. Nays: None. The motion carries.

20. Discussion of Emergency Drought Cost Share Program

a. Program Guidelines

The board reviewed the Program Guidelines. No further action needs to be taken at this time.

b. Application Process and Application Review

The board reviewed the Application Process and Application Review. No further action is needed at this time.

c. Approval of the Following Application

- | | |
|-------------------|------------------|
| 1. Ron Hall | 5. John Fugate |
| 2. Brian Hayes | 6. Kay Paul Ross |
| 3. Matthew Reagor | 7. Coty Calvert |
| 4. Dennis Ellman | |

After a brief discussion, Julie Monnot made a motion to approve the Emergency Drought Applications for Ron Hall, Brian Hayes, Matthew Reagor, Dennis Ellman, John Fugate, Kay Paul Ross, and Coty Calvert. Janna Colaizzi 2nd the motion. Ayes: Tom Tolbert, Julie Monnot, and Janna Colaizzi. Nays: None. The motion carries.

d. Inspection and Reimbursement Process

1. Approval of Reimbursement Claims for John Fugate and Ron Hall

After a brief discussion, Julie Monnot made a motion to approve the Emergency Drought Reimbursement Claims for John Fugate and Ron Hall. Janna Colaizzi 2nd the motion. Ayes: Tom Tolbert, Julie Monnot, and Janna Colaizzi. Nays: None. The motion carries.

21. Discussion and Approval of the Following Cooperator Agreements

a. Todd Kinnikin

After a brief discussion, Julie Monnot made a motion to approve the Cooperator Agreement for Todd Kinnikin Janna Colaizzi the motion. Ayes: Tom Tolbert, Julie Monnot, and Janna Colaizzi. Nays: None. The motion carries.

22. New Business: Resignation of Galea Albano

Tom Tolbert said Galea Albano got a great job out of Texas and needed to move there this month. He said she was sad to leave but happy about the new position. It is exactly what she has wanted for a while now. Gabriel said she was happy for her but sad to see her leave. Julie Monnot made a motion to approve Galea Albano's resignation. Janna Colaizzi 2nd the motion. Ayes: Tom Tolbert, Julie Monnot, and Janna Colaizzi. Nays: None. The motion carries.

Side note: Per OCC, we do not need a vote on board resignations.

23. New Adjourn:

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

The meeting adjourned at 6:43 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, January 8, 2025, 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 [December 9, 2024](#) in the following location:

[6660 S. Sheridan Rd., Suite 120](#)

[Tulsa, OK 74133](#)

[&](#)

[tulsaccd.org](#)

1:30 PM
12/09/24
Accrual Basis

Tulsa County Conservation District
Profit & Loss
July through November 2024

	<u>Jul - Nov 24</u>
Income	
Grant Income	537.03
Interest Income	1.35
OCC Cost-Share Reimbursements	17,768.86
OCC General Exp Reimbursements	1,053.84
OCC Salary Reimbursements	<u>12,343.21</u>
Total Income	31,704.29
Expense	
Administrative Expense	2,566.98
Cost-Share Payments	17,768.38
Employee Benefits	1,883.44
Office Supplies	129.32
Payroll	8,681.67
Payroll Tax	3,761.64
Postage	30.45
Professional Fees	350.00
Registration Fees	1,100.00
Travel	<u>762.96</u>
Total Expense	<u>37,034.84</u>
Net Income	<u><u>-5,330.55</u></u>

1:03 PM
12/09/24
Accrual Basis

Tulsa County Conservation District
Profit & Loss
November 2024

	Nov 24
Income	
Grant Income	537.03
Interest Income	0.10
Total Income	537.13
Expense	
Administrative Expense	1,747.57
Office Supplies	54.98
Payroll	2,600.52
Payroll Tax	145.00
Total Expense	4,548.07
Net Income	-4,010.94

Tulsa County Conservation District
General Ledger
As of November 30, 2024

Type	Date	Num	Name	Memo	Split	Amount	Balance
Arvest Checking 6407							4,499.58
Operating Acct - 6407							0.00
Total Operating Acct - 6407							0.00
Arvest Checking 6407 - Other							4,499.58
Check	11/4/2024	9059	Gabriel S Parker	August 1-15th 2024 Pay P...	Payroll	-1,300.26	3,199.32
Check	11/13/2024		Office Depot	Supplies purchased in Oct...	Office Supplies	-54.98	3,144.34
Deposit	11/14/2024	1105	OACD	Stipen from CSCP Grant	Grant Income	537.03	3,681.37
Check	11/14/2024	9066	R.K. Black, Inc.	3rd Quarter 2024 Copier R...	Administrative Ex...	-151.74	3,529.63
Check	11/15/2024		OK Tax Commission	October 2024 Payment	Payroll Tax	-145.00	3,384.63
Check	11/18/2024	9060	Gabriel S Parker	August 16-31st 2024 Pay P...	Payroll	-1,300.26	2,084.37
Check	11/25/2024		Data Recovery Serv...	Flash Drive Revovery Servi...	Administrative Ex...	-1,578.03	506.34
Deposit	11/29/2024		Arvest	Interest Payment	Interest Income	0.10	506.44
Check	11/29/2024		Arvest	Service Fee	Administrative Ex...	-17.80	488.64
Total Arvest Checking 6407 - Other						-4,010.94	488.64
Total Arvest Checking 6407						-4,010.94	488.64
Arvest Money Market 6423							0.00
Total Arvest Money Market 6423							0.00
Arvest Special Projects 6410							95.86
Total Arvest Special Projects 6410							95.86
Payroll Liabilities							0.00
Total Payroll Liabilities							0.00
Opening Balance Equity							-10,307.75
Total Opening Balance Equity							-10,307.75
Retained Earnings							4,392.70
Total Retained Earnings							4,392.70
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
Deposit	11/14/2024	1105	OACD	Stipen from CSCP Grant	Arvest Checking ...	-537.03	-537.03
Total Grant Income						-537.03	-537.03
Interest Income							-1.25
Deposit	11/29/2024		Arvest	Interest Payment	Arvest Checking ...	-0.10	-1.35
Total Interest Income						-0.10	-1.35
OCC Cost-Share Reimbursements							-17,768.86
Total OCC Cost-Share Reimbursements							-17,768.86
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							-1,053.84
Total OCC General Exp Reimbursements							-1,053.84
OCC Salary Reimbursements							-12,343.21
Total OCC Salary Reimbursements							-12,343.21

12:56 PM
12/09/24
Accrual Basis

Tulsa County Conservation District
General Ledger
As of November 30, 2024

Type	Date	Num	Name	Memo	Split	Amount	Balance
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							819.41
Check	11/14/2024	9066	R.K. Black, Inc.	3rd Quarter 2024 Copier R...	Arvest Checking ...	151.74	971.15
Check	11/25/2024		Data Recovery Serv...	Flash Drive Revovery Servi...	Arvest Checking ...	1,578.03	2,549.18
Check	11/29/2024		Arvest	Service Fee	Arvest Checking ...	17.80	2,566.98
Total Administrative Expense						1,747.57	2,566.98
Advertising and Promotion							0.00
Total Advertising and Promotion							0.00
Cost-Share Payments							17,768.38
Total Cost-Share Payments							17,768.38
Director Fees							0.00
Total Director Fees							0.00
Employee Benefits							1,883.44
Total Employee Benefits							1,883.44
Grant Expenses							0.00
Total Grant Expenses							0.00
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							74.34
Check	11/13/2024		Office Depot	Supplies purchased in Oct...	Arvest Checking ...	54.98	129.32
Total Office Supplies						54.98	129.32
Outreach Programs							0.00
Total Outreach Programs							0.00
Payroll							6,081.15
Check	11/4/2024	9059	Gabriel S Parker	August 1-15th 2024 Pay P...	Arvest Checking ...	1,300.26	7,381.41
Check	11/18/2024	9060	Gabriel S Parker	August 16-31st 2024 Pay P...	Arvest Checking ...	1,300.26	8,681.67
Total Payroll						2,600.52	8,681.67
Payroll Tax							3,616.64
Check	11/15/2024		OK Tax Commission	October 2024 Payment	Arvest Checking ...	145.00	3,761.64
Total Payroll Tax						145.00	3,761.64
Postage							30.45
Total Postage							30.45
Professional Fees							350.00
Total Professional Fees							350.00
Reconciliation Discrepancies							0.00
Total Reconciliation Discrepancies							0.00

Tulsa County Conservation District
General Ledger
As of November 30, 2024

Type	Date	Num	Name	Memo	Split	Amount	Balance
Registration Fees							1,100.00
Total Registration Fees							1,100.00
Telephone and Internet							0.00
Total Telephone and Internet							0.00
Travel							762.96
Total Travel							762.96
Uncategorized Expenses							0.00
Total Uncategorized Expenses							0.00
No acct							0.00
Total no acct							0.00
TOTAL						0.00	0.00



P O BOX 1670
LOWELL AR 72745

ADDRESS SERVICE REQUESTED

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

Statement Ending 11/30/2024

TULSA COUNTY CONSERVATION

Page 1 of 4

Customer Number

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		\$488.64
Total Current Value		\$488.64

NON-PROFIT INTEREST CHECKING

Account Summary

Date	Description	Amount
11/01/2024	Beginning Balance	\$4,499.58
	2 Credit(s) This Period	\$537.13
	7 Debit(s) This Period	\$4,548.07
11/30/2024	Ending Balance	\$488.64
	Service Charges	\$17.80

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$0.10
Interest Paid Year-to-Date	\$2.41
Interest Withheld Year-to-Date	\$0.00

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

Deposits

Date	Description	Amount
11/15/2024	DDA VIRTUAL DEPOSIT	\$537.03

Other Credits

Date	Description	Amount
11/30/2024	INTEREST PMT	\$0.10

Electronic Debits

Date	Description	Amount
11/13/2024	OFFICE DEPOT PAYMENT TULSA CO CONSERVATION	-\$54.98
11/15/2024	OKLAHOMATAXPMTS OK TAX PMT TULSA CO CONSERVATION	-\$145.00
11/25/2024	SECURE DATA RECOVERY DDA PIN POS PUR CD5315 SECUREDATAREC OH#432827500002	-\$1,578.03

Other Debits

Date	Description	Amount
11/30/2024	SERVICE CHARGE	-\$17.80



Statement Ending 11/30/2024

TULSA COUNTY CONSERVATION

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Customer Number

NON-PROFIT INTEREST CHECKING

Checks Cleared

Check Nbr	Date	Amount	Check Nbr	Date	Amount	Check Nbr	Date	Amount
9059	11/04/2024	\$1,300.26	9060	11/18/2024	\$1,300.26	9066*	11/15/2024	\$151.74

* Indicates skipped check number

Daily Balances

Date	Amount	Date	Amount	Date	Amount
10/31/2024	\$4,499.58	11/15/2024	\$3,384.63	11/29/2024	\$488.64
11/04/2024	\$3,199.32	11/18/2024	\$2,084.37		
11/13/2024	\$3,144.34	11/25/2024	\$506.34		



P O BOX 1670
LOWELL AR 72745

ADDRESS SERVICE REQUESTED

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

Statement Ending 11/30/2024

TULSA COUNTY CONSERVATION

Page 1 of 2

Customer Number:

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		\$95.86
Total Current Value		\$95.86

NON-PROFIT INTEREST CHECKING

Account Summary

Date	Description	Amount
11/01/2024	Beginning Balance	\$95.86
	0 Credit(s) This Period	\$0.00
	0 Debit(s) This Period	\$0.00
11/30/2024	Ending Balance	\$95.86

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

Daily Balances

Date	Amount
10/31/2024	\$95.86



P O BOX 1670
LOWELL AR 72745

ADDRESS SERVICE REQUESTED

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

Statement Ending 09/30/2024

TULSA AREA CONSERVATION

Page 1 of 2

Customer Number.

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		\$7,638.42
Total Current Value		\$7,638.42

BUSINESS MONEY MARKET

Account Summary

Date	Description	Amount
09/01/2024	Beginning Balance	\$7,625.88
	1 Credit(s) This Period	\$12.54
	0 Debit(s) This Period	\$0.00
09/30/2024	Ending Balance	\$7,638.42

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$12.54
Interest Paid Year-to-Date	\$113.74
Interest Withheld Year-to-Date	\$0.00

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

Other Credits

Date	Description	Amount
09/30/2024	INTEREST PMT	\$12.54

Daily Balances

Date	Amount	Date	Amount
08/31/2024	\$7,625.88	09/30/2024	\$7,638.42



P O BOX 1670
LOWELL AR 72745

ADDRESS SERVICE REQUESTED

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

Statement Ending 09/30/2024

TULSA AREA CONSERVATION

Page 1 of 2

Customer Number:

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		\$7,580.43
Total Current Value		\$7,580.43

NON-PROFIT INTEREST CHECKING

Account Summary

Date	Description	Amount
09/01/2024	Beginning Balance	\$7,584.45
	1 Credit(s) This Period	\$0.31
	1 Debit(s) This Period	\$4.33
09/30/2024	Ending Balance	\$7,580.43
	Service Charges	\$4.33

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	\$2.83
Interest Withheld Year-to-Date	\$0.00

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

Other Credits

Date	Description	Amount
09/30/2024	INTEREST PMT	\$0.31

Other Debits

Date	Description	Amount
09/30/2024	SERVICE CHARGE	-\$4.33

Daily Balances

Date	Amount	Date	Amount
08/31/2024	\$7,584.45	09/30/2024	\$7,580.43



P O BOX 1670
LOWELL AR 72745

ADDRESS SERVICE REQUESTED

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

Statement Ending 10/31/2024

TULSA AREA CONSERVATION

Page 1 of 2

Customer Number:

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		\$7,574.96
Total Current Value		\$7,574.96

NON-PROFIT INTEREST CHECKING

Account Summary

Date	Description	Amount
10/01/2024	Beginning Balance	\$7,580.43
	1 Credit(s) This Period	\$0.32
	1 Debit(s) This Period	\$5.79
10/31/2024	Ending Balance	\$7,574.96
	Service Charges	\$5.79

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	\$3.15
Interest Withheld Year-to-Date	\$0.00

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

Other Credits

Date	Description	Amount
10/31/2024	INTEREST PMT	\$0.32

Other Debits

Date	Description	Amount
10/31/2024	SERVICE CHARGE	-\$5.79

Daily Balances

Date	Amount	Date	Amount
09/30/2024	\$7,580.43	10/31/2024	\$7,574.96



P O BOX 1670
LOWELL AR 72745

ADDRESS SERVICE REQUESTED

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

Statement Ending 10/31/2024

TULSA AREA CONSERVATION

Page 1 of 2

Customer Number:

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		\$7,650.14
Total Current Value		\$7,650.14

BUSINESS MONEY MARKET -

Account Summary

Date	Description	Amount
10/01/2024	Beginning Balance	\$7,638.42
	1 Credit(s) This Period	\$11.72
	0 Debit(s) This Period	\$0.00
10/31/2024	Ending Balance	\$7,650.14

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$11.72
Interest Paid Year-to-Date	\$125.46
Interest Withheld Year-to-Date	\$0.00

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

Other Credits

Date	Description	Amount
10/31/2024	INTEREST PMT	\$11.72

Daily Balances

Date	Amount	Date	Amount
09/30/2024	\$7,638.42	10/31/2024	\$7,650.14



P O BOX 1670
LOWELL AR 72745

ADDRESS SERVICE REQUESTED

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

Statement Ending 11/30/2024

TULSA AREA CONSERVATION

Page 1 of 2

Customer Number:

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		\$7,661.14
Total Current Value		\$7,661.14

BUSINESS MONEY MARKET

Account Summary

Date	Description	Amount
11/01/2024	Beginning Balance	\$7,650.14
	1 Credit(s) This Period	\$11.00
	0 Debit(s) This Period	\$0.00
11/30/2024	Ending Balance	\$7,661.14

Interest Summary

Description	Amount
Annual Percentage Yield Earned	0.00%
Interest Days	0
Interest Earned	\$0.00
Interest Paid This Period	\$11.00
Interest Paid Year-to-Date	\$136.46
Interest Withheld Year-to-Date	\$0.00

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

Other Credits

Date	Description	Amount
11/30/2024	INTEREST PMT	\$11.00

Daily Balances

Date	Amount	Date	Amount
10/31/2024	\$7,650.14	11/29/2024	\$7,661.14

TCCD Monthly Outreach and Activities Report October 2024



October Meetings:

10/03/2024	OACD CSCP Zoom Training
10/08/2024	TCCD Board Meeting
10/15/2024	OCC Training – 2025 Open Enrollment Session 1
10/22/2024	OCC Training - 2025 Open Enrollment Session 2
10/30/2024	OCC Training – State Cost Share Emergency Drought Program

October Events:

10/05/2024	Wildflowers Event with Cheryl Cheadle
09/21/2024	Monarch's on the Mountain @ Chandler Park
09/27 – 09/28/2024	BA Rose Festival
09/30/2024	Fred Creek Monitoring

October Holidays:

10/14/2024	Indigenous People's Day – NRCS Office Closed-TCCD Open
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Deadlines:

November Meetings:

11/04/2024	Area III Meeting
11/12/2024	TCCD Board Meeting

Notes:

10/14 to 10/18	Gabriel Parker out on Annual Leave
----------------	------------------------------------

Work Duties Performed:

❖ Answer NRCS Calls	❖ TCCD Board Meetings
❖ NRCS Walk-ins	❖ CSPY – 26 Emails
❖ Email Correspondences	❖ Check/Paperwork Signatures
❖ Bill Pay/Financials	❖ Blue Thumb Monitoring Activities
❖ Scanning	❖ Teleworking
❖ Shredding	❖ JPO Work
❖ TCCD Payroll	❖ Website Updates
❖ TCCD Financials	
❖ Outreach Planning Meetings	

TCCD Monthly Outreach and Activities Report November 2024



November Meetings:

11/04/2024	Area III Meeting
11/12/2024	TCCD Board Meeting
11/20/2024	Green Country Watershed Coalition Meeting

November Events:

10/05/2024	Wildflowers Event with Cheryl Cheadle
09/21/2024	Monarch's on the Mountain @ Chandler Park
09/27 – 09/28/2024	BA Rose Festival
09/30/2024	Fred Creek Monitoring

November Holidays:

11/11/2024	Verterans Dat – Office Closed
11/28 – 11/29	Thanksgiving – Office Closed

Deadlines:

December Meetings:

12/10/2024	TCCD Board Meeting
------------	--------------------

Notes:

Work Duties Performed:

❖ Answer NRCS Calls	❖ TCCD Board Meetings
❖ NRCS Walk-ins	❖ CSPY – 26 Emails
❖ Email Correspondences	❖ SCPY Drought Program Calls
❖ Bill Pay/Financials	❖ Check/Paperwork Signatures
❖ Scanning	❖ Blue Thumb Monitoring Activities
❖ Shredding	❖ Teleworking
❖ TCCD Payroll	❖ JPO Work
❖ TCCD Financials	❖ Website Updates
❖ Outreach Planning Meetings	

TCCD Monthly Outreach and Activities Report December 2024



December Meetings:

12/10/2024 TCCD Board Meeting

December Events:

12/30/2024 Fred Creek Monitoring

December Holidays:

12/25 – 12/26 Christmas – Office Closed

Deadlines:

12/15/2024 2025 Notice of Regular Scheduled meetings due

12/17/2024 SEAT training due

12/31/2024 FY23 audits due

January 1 –Holiday

January Meetings:

TBD TCCD Board Meeting

January Holidays:

01/01/2025 New Year's Day - Office Closed

Notes:

TCCD Office Closed the 25th and 26th

NRCS Office Closed the 25th

Work Duties Performed:

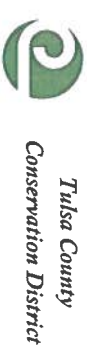
- | | |
|------------------------------|------------------------------------|
| ❖ Answer NRCS Calls | ❖ TCCD Board Meetings |
| ❖ NRCS Walk-ins | ❖ CSPY – 26 Emails |
| ❖ Email Correspondences | ❖ SCPY Emergency Drought |
| ❖ Bill Pay/Financials | Paperwork |
| ❖ Scanning | ❖ Check/Paperwork Signatures |
| ❖ Shredding | ❖ Blue Thumb Monitoring Activities |
| ❖ TCCD Payroll | ❖ Teleworking |
| ❖ TCCD Financials | ❖ End of the Year Taxes |
| ❖ Outreach Planning Meetings | ❖ Website Updates |

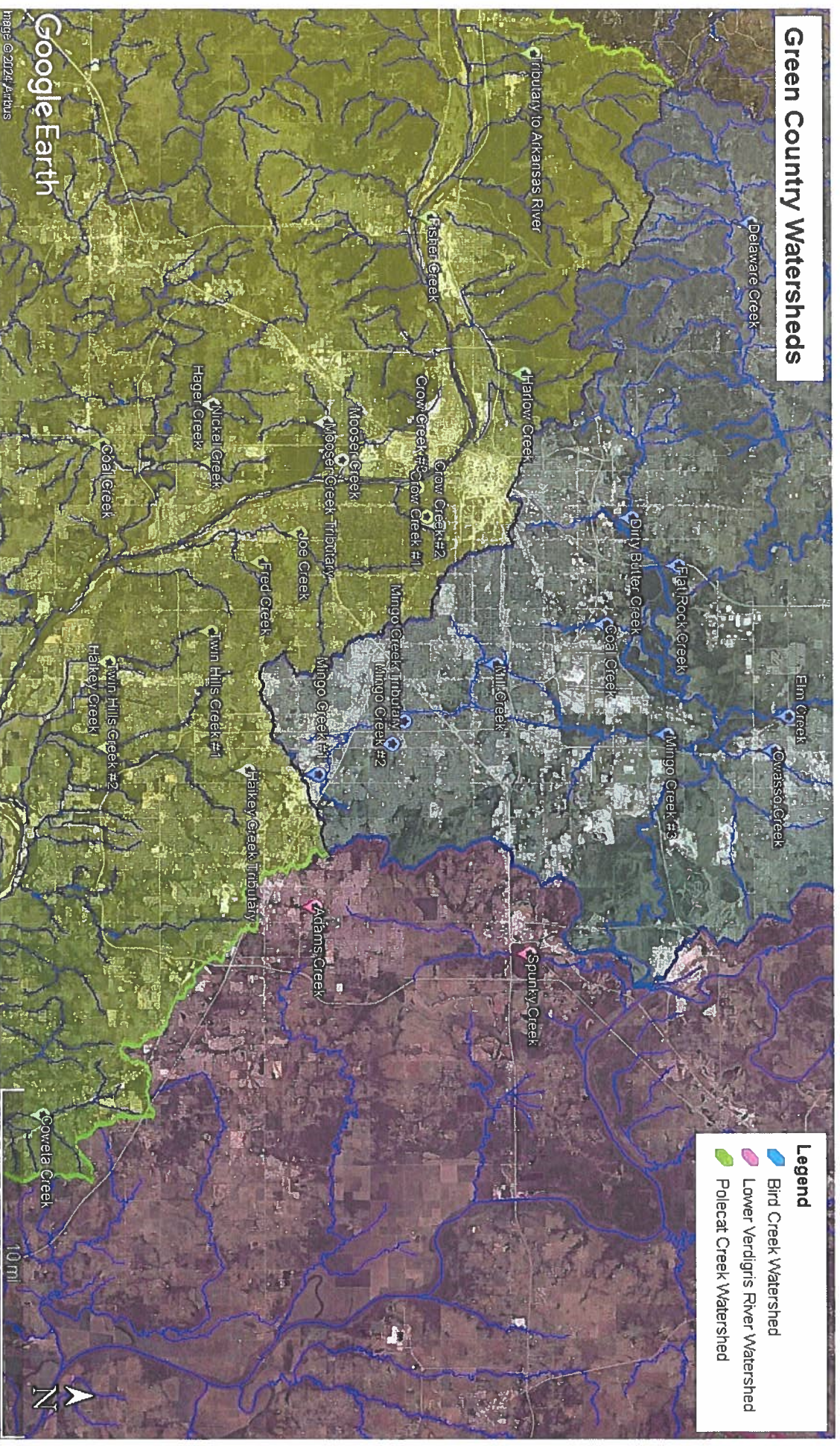
GCWC Creek Chronicles

Fall, 2024

Every action we take, no matter how small, contributes to the overall health of our urban watersheds. Whether it's reducing the use of harmful chemicals or simply being mindful of where runoff goes, these decisions help protect water quality. By collectively making small positive changes, we can significantly reduce pollution, support aquatic life, and ensure clean, safe water for our communities now and in the future.

GREEN COUNTRY WATERSHEDS GOALITION





Blue Thumb Monitored Sites in Green County

Green County is considered to be all of NE Oklahoma. This map shows the Blue Thumb monitoring sites in Tulsa and surrounding communities. What does it mean to be a Blue Thumb stream? All over the state of Oklahoma "citizen scientist" volunteers who have been through Blue Thumb training adopt a stream and perform monitoring. Because of the density of Blue Thumb monitored streams in this area, an important group of partners that includes Blue Thumb volunteers have formed the Green County Watersheds Coalition. The GCWC is a force to bring greater stream protection to this part of Green County. Together we will offer GCWC partners, the BT Volunteers, and citizens throughout our watersheds opportunities to be a part of clean streams, rivers, and lakes in Green County!

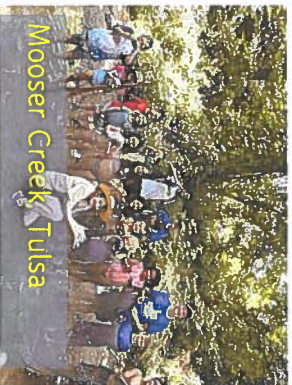


A Few of the Streams
monitored in Green
Country...

Twin Hills, Tulsa



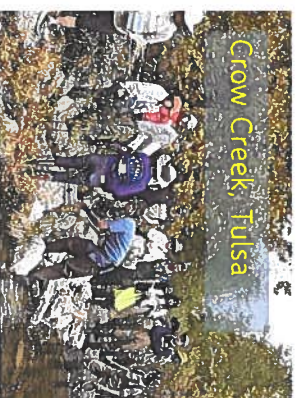
Rock Creek
Sapulpa



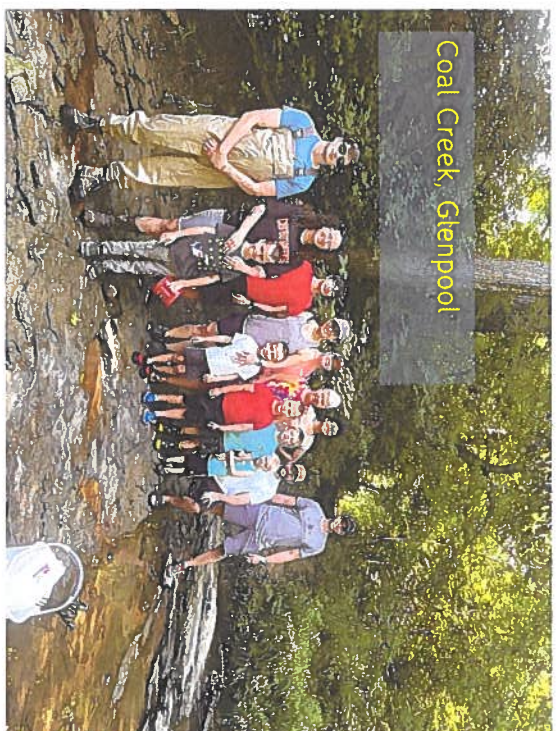
Mooser Creek, Tulsa



Salt Branch, Pryor



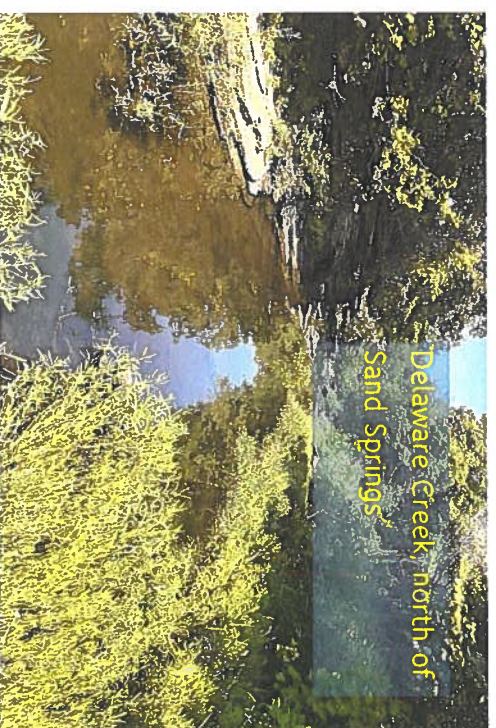
Crow Creek, Tulsa



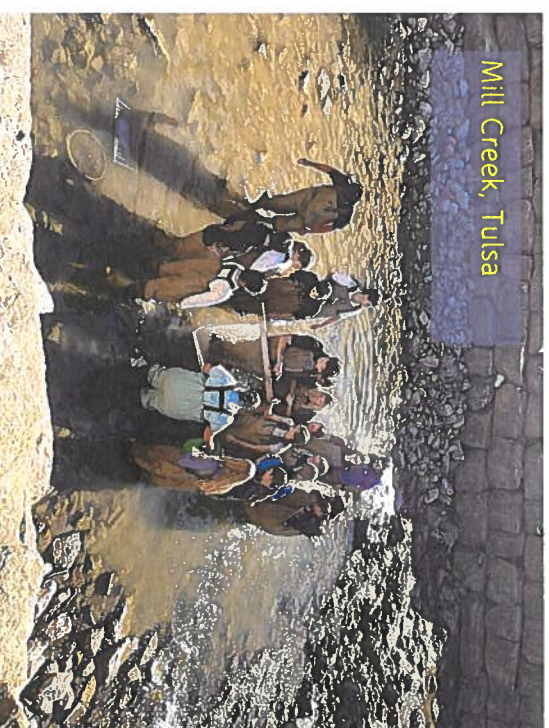
Coal Creek, Glenpool



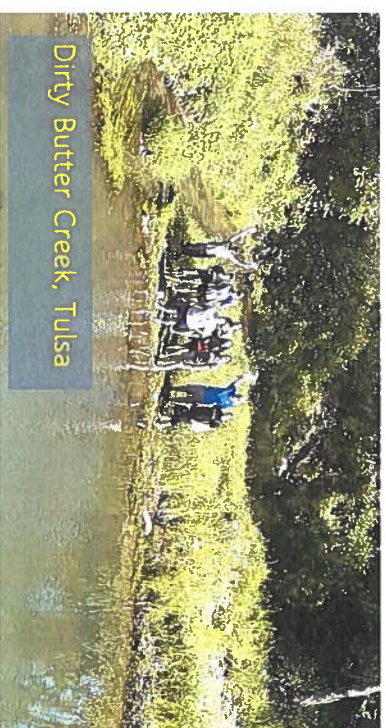
Nicke Creek, Tulsa



Delaware Creek, north of
Sand Springs



Mill Creek, Tulsa



Dirty Butter Creek, Tulsa



Stream Protection Through Education

Consider this first edition of the Green Country Watersheds Coalition's newsletter to be your invitation to step up to doing good work in your watershed! Blue Thumb volunteers monitor streams, thus gaining input on:

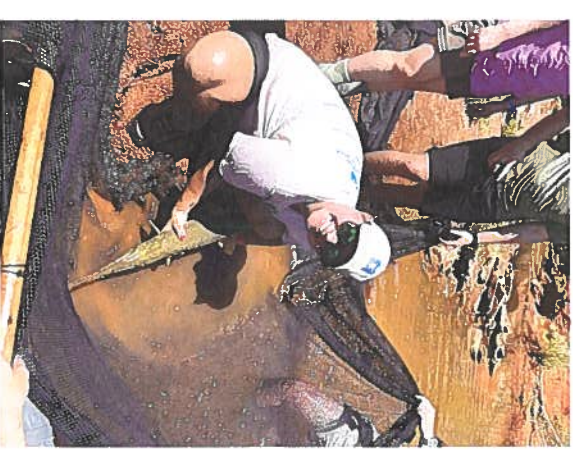
- Water chemistry
- The life in the water (benthic macroinvertebrates and fish)
- Stream habitat

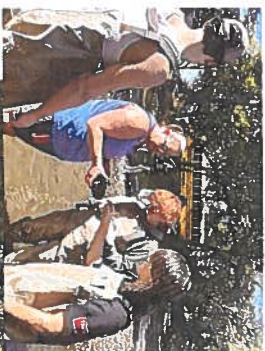
Because many volunteers have stepped up to monitor a stream and submit data, we can know something about these streams. Every stream can be healthier when the citizens living in the watershed understand how to protect their streams and they take action to help others gain knowledge about sustainable landuses and reducing pollution.

The Green Country Watersheds Coalition is holding two "Call to Action" events that will explain what this movement is about and will also:

- Help you find the watershed in which you live
- Offer interactive pollution reduction demonstrations
- Provide free family-friendly educational materials
- Reveal how you can become a part of taking care of our local waterways!

DATES/TIMES/LOCATIONS of upcoming events





Stream Protection comes in Many Varieties!

The Green Country Watersheds Coalition is dedicated to bringing workshops, festivals, creek cleanups, and a host of additional activities to YOUR watershed!

By combining **LEARNING** with **ACTION**:

- We start on a journey that both **EDUCATES** and **MOTIVATES**
- Family friendly activities and events get conservation practices on the ground!
- We create a healthier environment not only for ourselves but also for the creatures with whom we share the planet—like fish, birds, butterflies, and bees
- All of the connections that make our world “work” become more obvious, enabling us to be the best citizens possible!



100 Years of Water Service: City of Tulsa Celebrates Centennial Anniversary of Spavinaw Water Project

Matthew Yockey, Source Water Protection Manager, City of Tulsa

The City of Tulsa celebrated the 100-year anniversary of the completion of the Spavinaw Water Project, a historic infrastructure project that ultimately helped Tulsa grow and thrive thanks to the clean, reliable water it provided to the city.

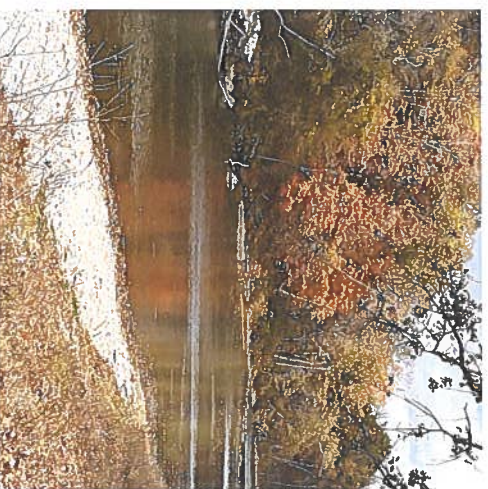
Festivities began Friday, November 15th, near Spavinaw Dam. City officials buried a time capsule, and a fishing tournament was hosted for students from the nearby Jay Public Schools. Festivities continued Saturday, November 16th at the terminal reservoir, Lake Yahola, that delineates the end of the 54-mile water line originating at Spavinaw Lake.

Event attendees enjoyed music from a live DJ and the band Redbud Hill, accompanied by Jana Jae, a national champion fiddler. Several food trucks were in attendance including Calavera's, Effingham Burgers, Ruth's Chicken, and La Tapatia. Other participating organizations included the Tulsa Health Department, OWRB, Water For People, and more. Over 200 people participated in the 5K Race and Fun Run. The 5k course was USATF certified and followed scenic parts of Lake Yahola, as well as beautiful Mohawk Park.

The History of the Spavinaw Water Project

In the early 1900s, Tulsans used water from springs, wells and the Arkansas River which was full of gypsum, salt and silt. In 1908, it was discovered that Spavinaw water could flow by gravity to Tulsa, leading to the innovative water system project which included the dam, a flowline, the Mohawk pumping station, a terminal reservoir and a storage tank at Reservoir Hill. A visionary project at a cost of \$7.5 million, it was the largest per capita bond issued in U.S. history at the time, which passed by a 5-to-1 margin.

Spavinaw Dam was constructed by the City of Tulsa in 1922 on Spavinaw Creek and took two years to complete. The dam is two-thirds of a mile long, five stories high and impounds 8.5 billion gallons of water in Spavinaw Lake. When first built, the reservoir became the largest lake in the state of Oklahoma. Water from Spavinaw Lake flows by gravity to Tulsa 54 miles away. This original flowline was the longest raw water line in the U.S. at the time of construction. The last piece of pipe was laid on the west bank of the Grand River on October 19, 1924. Water began flowing to Tulsa taps on November 17, 1924.



Beautiful Spavinaw Creek, below the dam

As well as providing water for Tulsa, the City serves Jenks, Bixby, Owasso, Catoosa, Spavinaw, Broken Arrow and Sperry. Sapulpa and Glenpool utilities, and rural water districts in Creek, Rogers, Okmulgee, Osage, Washington and Wagoner Counties. Untreated water is also provided to the City of Jay and Rogers County RWD #5.

For more information about the GCWC please email:



Joint Plan of Operations (July 2024 to September 2025)

Tulsa County Conservation District

In Cooperation With

Tulsa NRCS Field Office

For More Information Contact: **Gabriel Parker, (918) 877-9559, tulsaccd@conservation.ok.gov**



Board of Directors

The governing body of a conservation district consists of five (5) district directors. Directors are public officials responsible for setting priorities for conservation work within the district and have legal and ethical responsibilities to the district and the local people. Associate directors may be selected and appointed by the district board to assist, advise, and learn about a specific program or the overall district program, but have no voting authority.

Each district board is comprised of three elected directors who serve three-year terms and two appointed directors who serve two-year terms. One elected term and one appointed term expire each year on June 30. Officers of the board are elected at the July board meeting each year with newly elected officers assuming the responsibilities of their new position at the close of the July board meeting.

Director Name (May also list associates)	Position Title (Chair, Vice Chair, etc.)	Position Type (Appointed or Elected)	Date Began Serving	Term Expiration
Tom Tolbert	Chair	Appointed	07/01/2016	06/30/2026
Julie Monnot	Vice-Chair	Elected	12/09/2021	06/30/2025
Chrissy Parker	Treasurer	Elected	07/01/2021	06/30/2027
Galea Albano	Member	Appointed	12/14/2023	06/30/2025
Janna Colaizzi	Member	Elected	02/13/2024	06/30/2026
Craig Thurmond	Associate Member			

Conservation District Staff

Staff Member Name	Position Title	Hire Date	Years of Service
Gabriel Parker	District Manager	03/20/2013	11 Years

NRCS Staff

Staff Member Name	Position Title	Office Location
Jack Titchener	Shared OCC-NRCS Tulsa Urban Soil Conservationist	Tulsa
Josh Vasquez	NRCS Soil Conservationist	Tulsa
Clay Davis	Soil Technician	Tulsa

Priority Natural Resource Concerns within the Conservation District:

- Nutrient Management
- Land Management
- Litter Abatement to improve water quality
- Carbon Sequestration
- Pollinator Habitat.

Priority Education, Information, & District Operation Concerns within the Conservation District:

The Tulsa County Conservation District has identified several education, information, and district operation concerns. Although there are many more, the five major concerns are:

- Youth in Conservation and Environmental Stewardship
- Developer, Municipality, and Industry Stormwater Education
- Natural Outdoor Pest Control
- Water Quality Education
- Native Vegetation Workshop Program

Current Year Goals for Identified Priority Natural Resource Concerns**Natural Resource Concern Priority #1:**

Nutrient Management - Reduce the amount of non-point pollution from entering the waterways due to overuse of fertilizers, insecticides, and herbicides from lawn, gardening, and agricultural activities

Current Goal (Yearly Goal for FY from LRP):

By the end of fiscal year 2025, the district will design a plan to complete one acre of riparian areas in Tulsa County.

Objective 1:	Conduct a site visit with NRCS to develop a riparian are conservation plan.
Estimated Budget:	Estimated budget of \$100.00
Source of Funding:	Grants Tulsa Area Conservation Foundation (TACF) OCC NRCS
Timeline:	January 31, 2025 – May 31, 2025
Responsible Parties:	District Staff District Board Members NRCS Staff
Actions Taken and Progress Toward Completion:	

Objective 2:	Organize two workdays with at least five volunteers to plant one acre of riparian area.
Estimated Budget:	Estimated budget of \$1000.00
Source of Funding:	Grants Tulsa Area Conservation Foundation (TACF)

Timeline:	OCC
Responsible Parties:	To be completed by August 31, 2025
	District Staff
	District Board Members
	Volunteers
Actions Taken and Progress Toward Completion:	

Natural Resource Concern Priority #2:

Land Management - Demonstrate how better land management can increase land production and help soil health and water quality

Current Goal:

The district will complete five acres of brush management practices in Tulsa County by the end of fiscal year 2025

Objective 1:	Find a location to implement a brush management practice on.
Estimated Budget:	Estimated budget of \$250.00
Source of Funding:	OCC
Timeline:	NRCS
Responsible Parties:	To be completed by January 31, 2025
	District Staff
	District Board Members
	NRCS
Actions Taken and Progress Toward Completion:	

Objective 2:	Provide two producers with technical assistance to implement brush management practices.
Estimated Budget:	Estimated budget of \$4,000.00
Source of Funding:	OCC
Timeline:	To be completed by August 31, 2025
Responsible Parties:	District Staff
	District Board Members
	NRCS
Actions Taken and Progress Toward Completion:	

Natural Resource Concern Priority #3:

Litter Abatement – To reduce the amount of garbage found in Tulsa Area creeks to improve water quality

Current Goal:

The district will collect one hundred pounds of litter on roadways and waterways by the end of fiscal year 2025

Objective 1: Locate a creek to organize a cleanup on in Broken Arrow
Estimated Budget: Estimated budget of \$50.00

Source of Funding: Tulsa Area Conservation Foundation (TACF)
City of Broken Arrow
OCC

Timeline: To be completed by April 30, 2025

Responsible Parties: District Staff
District Board Members
City of Broken Arrow

Actions Taken and Progress Toward Completion:

Objective 2: Organize a creek cleanup on selected creek in Broken Arrow with at least ten volunteers.

Estimated Budget: Estimated budget of \$150.00

Source of Funding: Tulsa Area Conservation Foundation (TACF)
City of Broken Arrow
OCC

Timeline: To be completed by June 15, 2025

Responsible Parties: District Staff
District Board Members
City of Broken Arrow

Actions Taken and Progress Toward Completion:

Natural Resource Concern Priority #4:

Carbon Sequestration – To reduce the amount of excess carbon dioxide in the atmosphere that causes warming and climate change

Current Goal:

By the end of fiscal year 2025, the district will increase carbon sequestration by five tons.

Objective 1: Collaborate with NRCS to identify one project to implement a carbon sequestration project on.

Estimated Budget: Estimated budget of \$75.00

Source of Funding:	OCC
Timeline:	NRCS
Responsible Parties:	To be completed by December 31, 2024
	District Staff
	District Board Members
	NRCS

Actions Taken and Progress Toward Completion:

Objective 2:	Provide one producer with technical assistance to implement a carbon sequestration project.
Estimated Budget:	Estimated budget of \$2,500.00

Source of Funding:	OCC
Timeline:	NRCS
Responsible Parties:	To be completed by July 15, 2025
	District Staff
	District Board Members
	NRCS

Actions Taken and Progress Toward Completion:

Natural Resource Concern Priority #5:

Pollinator Habitat - To provide native flowering plants and trees that sustain pollinators with nutrient-rich nectar and pollen.

Current Goal:

By the end of fiscal year 2025, the district will increase pollinator habitats by one acre.

Objective 1:	Identify an area of land and purchase a minimum of one acre of pollinator seed mix from Johnston Seed Co.
Estimated Budget:	Estimated budget of \$75.00

Source of Funding:	TACF
Timeline:	OCC
Responsible Parties:	To be completed by January 31, 2025
	District Staff
	District Board Members

Actions Taken and Progress Toward Completion:

Objective 2:	Plant purchased pollinator seed mix on one acre of land in Tulsa County
---------------------	---

Estimated Budget:	Estimated budget of \$500
Source of Funding:	TACF OCC
Timeline:	To be completed by August 1, 2025
Responsible Parties:	District Staff District Board Members Volunteers
Actions Taken and Progress Toward Completion:	

Current Year Goals for Identified Priority Education, Information, & District Operation Concerns

Education, Information, & District Operation Priority #1:

Youth in Conservation and Environmental Stewardship

Current Goal:

By the end of fiscal year 2025, the district will complete a generalized conservation stewardship plan.

Objective 1: Form a conservation stewardship planning committee to hold eight event planning committee meetings

Estimated Budget: Estimated budget of \$25.00

Source of Funding: TACF

Timeline: OCC

Responsible Parties: To be completed by January 31, 2025

District Staff
District Board Members

Actions Taken and Progress Toward Completion:

Objective 2: Develop a generalized conservation stewardship field day plan that includes partners and four locations where we can hold a conservation stewardship field day/conference

Estimated Budget: Estimated budget of \$350.00

Source of Funding: TACF

Timeline: TCCD

Responsible Parties: To be completed by September 25, 2025

District Staff
District Board Members

Actions Taken and Progress Toward Completion:

Education, Information, & District Operation Priority #2:

Developer, Municipality, and Industry Stormwater Education

Current Goal:

By the end of fiscal year 2025, the district will have a master municipalities, developers, and industry business contact lists.

Objective 1: To form a stormwater resource management planning committee to complete master list

Estimated Budget:	Estimated budget of \$300.00
Source of Funding:	OCC
Timeline:	To be completed by November 29, 2024
Responsible Parties:	District Staff District Board Members TACF Board Members

Actions Taken and Progress Toward Completion:

Objective 2:	Have the stormwater resource management planning committee contact two organizations from each categories to participate in the next resource management conference.
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Estimated Budget:	Estimated budget of \$300.00
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Source of Funding:	Estimated budget of \$0.00 TACF
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Timeline:	To be completed by June 15, 2025
Responsible Parties:	District Staff District Board Members TACF Board Members

Actions Taken and Progress Toward Completion:

Education, Information, & District Operation Priority #3:

Natural Pest Control

Current Goal:

By the end of fiscal year 2025, the district will increase awareness, and participation of natural ways to keep a pest free yard by twenty people.

Objective 1:	Provide, either by donations or purchasing, materials for a Build-a-Bat House and pest control workshop
Estimated Budget:	Estimated budget of \$150.00

Source of Funding:	TACF OCC
---------------------------	-------------

Timeline:	To be completed by May 31, 2025
Responsible Parties:	District Staff District Board Members NRCS Staff

Actions Taken and Progress

Toward Completion:

Objective 2: Organize two build your own bat house workshop for twenty participants.

Provide, either by donations or purchasing, materials for a Build-a-Bat House and pest control workshop
Estimated budget of \$400.00

Estimated Budget:

Source of Funding:

TACF
OCC
Donations

Timeline: To be completed by August 15, 2025

Responsible Parties: District Staff

District Board Members

Actions Taken and Progress Toward Completion:

Education, Information, & District Operation Priority #4:

Water Quality Education

Current Goal:

By the end of fiscal year 2025, the district will host a stream health field day.

Objective 1: Select an impaired stream in Tulsa County to have a stream health field day.
Estimated Budget: Estimated budget of \$30.00

Source of Funding:

OCC

Timeline: To be completed by December 15, 2024

Responsible Parties: District Staff

District Board Members

Blue Thumb

Actions Taken and Progress Toward Completion:

Objective 2: Coordinate with Blue Thumbs and area partners to highlight urban impacts on water quality with hands-on demonstrations with two Blue Thumb volunteers

Estimated Budget: Estimated budget of \$200.00

Source of Funding:

TACF
OCC
Donations

Timeline:	To be completed by May 31, 2025
Responsible Parties:	District Staff District Board Members Blue Thumb

Actions Taken and Progress Toward Completion:

Education, Information, & District Operation Priority #5:

Native Vegetation Workshop Program

Current Goal:

Compile a native plant growers and sellers' contact list

The district will complete a brochure of native plant growers and sellers in Tulsa County for distribution at events by the end of fiscal year 2025.

Objective 1:	Find businesses that grow and sell native plants and wildflowers in Tulsa County.
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Estimated Budget:	Estimated budget of \$15.00
--------------------------	-----------------------------

Source of Funding:	OCC
---------------------------	-----

Timeline:	To be completed by June 30, 2025
------------------	----------------------------------

Responsible Parties:	District Staff District Board Members NRCS
-----------------------------	--

Actions Taken and Progress Toward Completion:

Objective 2:	From the native plant growers and sellers, develop two event discount agreements to collaborate with at various workshops and events.
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Estimated Budget:	Estimated budget of \$75.00
--------------------------	-----------------------------

Source of Funding:	NRCS OCC
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Timeline:	To be completed by August 31, 2025
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Responsible Parties:	District Staff District Board Members
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Actions Taken and Progress Toward Completion:

Calendar of Activities

January

- Home and Garden Show Planning Activities
- Tulsa Watershed Collaborative Planning Activities
- Birds, Butterflies, Bees Oh My Workshop Planning Activities
- Blue Thumb Monitoring Activities

February

- Birds, Butterflies, Bees Oh My Workshop Event Workshops
- Tulsa Watershed Collaborative Planning Activities
- Resource Management Conference Planning Activities
- Blue Thumb Monitoring Activities

March

- Home and Garden Show
- Resource Management Conference Planning Activities
- Tulsa Area Conservation Foundation Planning Activities
- Tulsa Watershed Collaborative Planning Activities
- Blue Thumb Monitoring Activities
- World Water Day Activities

April

- SpringFest Activities
- Monarchs on the Mountain Planning Activities
- Tulsa Watershed Collaborative Planning Activities
- Various Earth Day Activities
- Enviro Expo
- Resource Management Conference Planning Activities
- Blue Thumb Monitoring Activities
- Various Countywide Creek Cleanups
- Tulsa Driller's Game Activities

May

- Tulsa Garden Center Plant Sale
- Philbrook Plant Sale and Family Activities Day
- Resource Management Conference Planning Activities
- Blue Thumb Monitoring Activities
- Tulsa Driller's Game Activities
- Various Tulsa Farmer's Market Activities

July

- Yard-by-Yard Activities
- Crow Creek Planning Meeting Activities
- Monarchs on the Mountain Planning Activities

August

- Crow Creek Event Activities
- Blue Thumb Bug Collection Activities
- Blue Thumb Monitoring Activities

September

- Blue Thumb Monitoring Activities
- Monarchs on the Mountain Event
- Broken Arrow Rose Festival

October

- Blue Thumb Monitoring Activities
- Halloween Events and Fall Workshops
- Blue Thumb Big Picking Activities
- Rose Festival Event
- Creek Cleanup Event

November

- Conservation Stewardship Resource Management Conference Event
- Keep Oklahoma Beautiful Awards
- OACD Area Meeting

December

- Home & Garden Show Planning Activities

Memorandums of Understanding/Agreements

- Okmulgee County Conservation District
- Rogers County Conservation District

Primary Partners

- | | |
|--|------------------------------------|
| ▪ City of Broken Arrow | ▪ The Tulsa Garden Center |
| ▪ City of Tulsa | ▪ The Philbrook Museum |
| ▪ Crow Creek Community/Tulsa Watershed Coalition | ▪ Okies for Monarchs |
| ▪ Metropolitan Environmental Trust | ▪ OneOK |
| ▪ Monarch Initiative of Tulsa | ▪ River Parks Authority |
| ▪ Natural Resources Conservation Service | ▪ The Sustainability Alliance |
| ▪ Oklahoma Association of Conservation Districts | ▪ Tulsa Audubon Society |
| ▪ Oklahoma Blue Thumb | ▪ Tulsa Urban Wilderness Coalition |
| ▪ Oklahoma Conservation Commission | ▪ Tulsa Zoo |
| ▪ Oxley Nature Center | ▪ Up With Trees |
| ▪ Public Service Company of Oklahoma | ▪ Wild Birds Unlimited |
| ▪ Oklahoma Natural Gas | ▪ A New Leaf |
| ▪ The Nature Conservancy | ▪ Keep Oklahoma Beautiful |
| | ▪ Keep Broken Arrow Beautiful |



Salary & Operating Expense Claims Training Takeaways

September 2024

This training resource is designed to help conservation district directors and employees stay informed of key points discussed in recent web-based training. The document should be listed on the district's meeting agenda for discussion and review.

Regular Reimbursement Claims

- Submitted monthly
- Includes reimbursement for the following expenses: salaries, operating, copier, and longevity
- Does not include: election expenses, special project expenses, cost-share, O&M, etc.
 - The claim process for these items may vary from what is outlined here; contact the OCC division responsible for guidance on their specific process/requirements

Resources for Completing a Regular Reimbursement Claim

- To help make assembling a regular reimbursement claim as easy as possible and to insure everything is complete before submitting the claim to OCC for payment, several resources are available:
 - Reimbursement Claim checklist
 - 2-Digit Item Code list
 - FY Allocation Report

Tips for Completing the OSF-3 Claim Form

- Signatures, both claimant and the notary, are original blue ink
- Amounts being claimed on the form match the backup documents
- The correct 2-digit item code is used for each item listed
 - This will result in the items being listed in the proper ascending order, with salaries listed first followed by operating expenses

Before Assembling the Claim, Verify

- Take time to verify that all backup documentation is complete to reduce the chances of your claim being returned or amended. This includes
 - Payroll worksheet for each employee is complete and has original blue ink signatures
 - Timesheet for each employee is complete and has original blue ink signatures
 - Operating expense items each have a copy of the invoice or bill with required information and notations
 - A copy of the bank statement showing the debit of each operating expense item is provided; statement copy includes all required information
 - 941 proof of payment coincides with the payroll and timesheet month being reimbursed
- The payroll worksheet month and timesheet month must always match. The 941 receipt should be for the same month or for no later than the 15th of the month following the month being reimbursed.
- Only operating expense items must appear on the bank statement for reimbursement; salary items do not have to be listed on the statement.
- OCC's goal is to pay salary items as efficiently as possible. Incorrect operating expense items will be removed from the claim so salary items are not held up.

Tips for Assembling the Claim

- Items should be in the following order:
 - OSF-3 Claim Form
 - Payroll Worksheet(s)
 - Timesheet(s)
 - Copy of invoice(s) or bill(s) for each operating expense item
 - Bank statement
 - 941 receipt
- For the most efficient processing of the claim
 - All items in the claim should be on only standard full-size sheets of paper (8.5x11)
 - No highlighting should be used on the claim form or documents; colored ink is acceptable
 - Only use paperclips, no staples
 - Mark out QR codes/barcodes
- Do not include the following items with the claim
 - State withholding payment confirmations or reports
 - 941 quarterly reports
 - Copies of checks for bills paid
 - Copies of preclaim checks/forms
 - Any other items not directly related to the claim
- Always keep a full copy of any claim submitted for payment. In the event a claim is lost or damaged, OCC will request the copy to process payment.

Unpaid or Incorrectly Paid Claims

- Claim payments should be received within a maximum of 4 weeks, though usually the remittance is much quicker.
- If a claim has been submitted, but remains unpaid after 4 weeks, contact the Commission as soon as possible to determine why it has not been paid.
- If a claim was paid, but the remittance differs from what was originally submitted, please provide OCC with the following information so we can determine where the variance occurred:
 - Voucher/claim number
 - Date of the claim payment
 - Claim amount paid
 - Copy of the OSF-3 form and documents you submitted
 - OSF-3 Claim Form

Additional Resources

- OCC District Services Division
- Area District Coordinators
- Forms & Checklists available on the OCC website
- Training Presentation PDF available on the OCC website

NOTICE OF SCHEDULE OF REGULAR MEETINGS FOR CALENDAR YEAR 2025

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 (specify AM/PM)	PLACE (must list full address if not Dist. Office)
<u>Wednes</u>	<u>530</u>	<u>6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133</u>
		<u>6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133</u>
		<u>6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133</u>
		<u>6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133</u>
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		<u>6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133</u>
		<u>6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133</u>
		<u>6660 S. Sheridan Rd., Suite 120 Tulsa, OK 74133</u>

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

Signature _____

Title District Manager Date 10/10/2024

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

COMPILATION REPORT & FINANCIAL STATEMENTS

TULSA COUNTY CONSERVATION DISTRICT
TULSA COUNTY, OKLAHOMA

JUNE 30, 2024

April Adams CPA PLLC

PO Box 1355

Ponca City, Oklahoma 74602

Phone: (580) 762-1040

Fax: (580) 762-1047

TULSA COUNTY CONSERVATION DISTRICT
TULSA COUNTY, OKLAHOMA
JUNE 30, 2024

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Annual Net Worth Statement.....	14

April Adams CPA PLLC

PO Box 1355

Ponca City, Oklahoma 74602

Phone: (580) 762-1040

Fax: (580) 762-1047

Email: cpa@apriladamscpa.com

Accountant's Compilation Report

To the Board of Directors
Tulsa County Conservation District
6660 S. Sheridan Rd., Suite 120
Tulsa, OK 74133

Management is responsible for the accompanying financial statements of the Tulsa County Conservation District which comprise the statement of net position as of June 30, 2024 and the related statement of revenues and expenses and changes in net position and of cash flows for the year then ended, and the related notes to the financial statements in accordance with the modified cash basis of accounting. Management is responsible to determine that the modified cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. I 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. I did not audit or review the financial statements nor were I required to perform any procedures to verify the accuracy and completeness of the information provided by management. Accordingly, I do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

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

The introductory and other supplementary information sections listed in the accompanying table of contents are presented for the purpose of additional analysis and are not a required part of the basic financial statements of the District. This information is the responsibility of management and derived from, and relates directly to, the underlying accounting and other records used to prepare the financial statements. Such additional information was subjected to my compilation engagement; however, I have not audited or reviewed the information and I do not express an opinion or provide any assurance on it.



April Adams CPA PLLC
Ponca City, Oklahoma

October 16, 2024

TULSA COUNTY CONSERVATION DISTRICT
TULSA COUNTY, OKLAHOMA
STATEMENT OF NET POSITION - MODIFIED CASH BASIS
JUNE 30, 2024

ASSETS**Current Assets:**

Operating account	\$ 3,213
Special projects account	<u>96</u>
Total Current Assets	<u>3,309</u>
TOTAL ASSETS	<u>\$ 3,309</u>

LIABILITIES**Current Liabilities:**

Other Payables	<u>\$ -</u>
Total Current Liabilities	<u>-</u>
TOTAL LIABILITIES	<u>-</u>

NET POSITION

Net investment in capital assets	-
Restricted for debt service	-
Unrestricted	<u>3,309</u>
TOTAL NET POSITION	<u>3,309</u>
TOTAL LIABILITIES & NET POSITION	<u>\$ 3,309</u>

No assurance is provided on these financial statements
See Accountant's Compilation Report & Notes Which Accompany These Financial Statements

TULSA COUNTY CONSERVATION DISTRICT
TULSA COUNTY, OKLAHOMA
STATEMENT OF REVENUES, EXPENSES AND CHANGES IN NET POSITION
- MODIFIED CASH BASIS -
FOR THE FISCAL YEAR ENDED JUNE 30, 2024

Operating Revenues:

Oklahoma Conservation Commission - Reimbursements	\$ 51,181
Oklahoma Conservation Commission - Cost Share Program	25,421
Grant Income	-
Other Income	-
Total Operating Revenues	76,602

Operating Expenses:

Payroll and related expenses	44,855
Grant Expenses	500
Office Supplies & Postage	161
Meetings and travel	2,055
Administrative expense	5,629
Advertising and promotion	158
Professional fees	-
Dues and memberships	450
Programs, projects and education	327
Cost share paid	25,421
Total Operating Expenses	79,556
Operating Income (Loss)	(2,954)

Non-Operating Revenues (Expenses):

Interest Income	3
Interest Expense	-
Total Non-operating Revenues (Expenses)	3
Net Income (Loss) Before Contributions	(2,952)

Capital Contributions	-
Change in Net Position	(2,952)
Total Net Position - Beginning	6,260
Total Net Position - Ending	\$ 3,309

No assurance is provided on these financial statements
See Accountant's Compilation Report & Notes Which Accompany These Financial Statements

**TULSA COUNTY CONSERVATION DISTRICT
TULSA COUNTY, OKLAHOMA
STATEMENT OF CASH FLOWS - MODIFIED CASH BASIS
FOR THE FISCAL YEAR ENDED JUNE 30, 2024**

<u>Cash Flows from Operating Activities:</u>	
Receipts from OCC	\$ 76,602
Other Receipts	-
Payments to Suppliers for Goods & Services	(34,701)
Payments to Employees & Laborers	(44,855)
Net Cash Provided (Used) by Operating Activities	(2,954)
<u>Cash Flows from Capital & Related Financing Activities:</u>	
Principal paid on Debt	-
Interest paid on Debt	-
Net Cash Provided (Used) by Capital & Related Financing Activities	-
<u>Cash Flows from Investing Activities:</u>	
Interest Income	3
Net Cash Provided (Used) by Investing Activities	3
Net Increase (Decrease) in Cash and Cash Equivalents	(2,952)
Cash & Cash Equivalents, Beginning of Year	6,260
Cash & Cash Equivalents, End of Year	\$ 3,309
<u>Reconciliation of operating income (loss) to net cash provided operating activities:</u>	
Operating Income (Loss)	\$ (2,954)
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities	
Depreciation	-
Increase(Decrease) in Payroll Taxes Payable	-
Net Cash Provided (Used) by Operating Activities	\$ (2,954)

No assurance is provided on these financial statements
See Accountant's Compilation Report & Notes Which Accompany These Financial Statements

TULSA COUNTY CONSERVATION DISTRICT
TULSA COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

As discussed further in Note 1.C, these financial statements are presented on a modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America (GAAP) established by the Governmental Accounting Standards Board (GASB). These modified cash-basis financial statements generally meet the presentation and disclosure requirements applicable to GAAP, in substance, but are limited to the elements presented in the financial statements and the constraints of the measurement and recognition criteria of the modified cash basis of accounting.

A. Reporting Entity

The Tulsa County Conservation District (the "District") was created under Title 27A, sections 3-1-01 through 3-3-410, of the Oklahoma Statutes, as amended. The purpose of the District is to provide for the conservation of renewable natural resources in the area for which the District is responsible. The District receives funds from state appropriation to the Oklahoma Conservation Commission as well as interest income from its checking account. As a political subdivision of the State of Oklahoma, the District is exempt from income taxes, and its employees are exempt from federal unemployment taxes.

B. Basis of Presentation

The accounts of the District are organized on the basis of proprietary fund type, specifically an enterprise fund. The activities of this fund are accounted for with a separate set of self-balancing accounts that comprise the District's assets, liabilities, net assets, revenues and expenses. Enterprise Funds account for activities (1) that are financed with debt that is secured solely by a pledge of the net revenues from fees and charges of the activity; or (2) that are required by laws or regulations that the activity's costs of providing services, including capital costs (such as depreciation or debt service), be recovered with fees and charges, rather than with taxes or similar revenues; or (3) that the pricing policies of the activity establish fees and charges designed to recover its costs,

TULSA COUNTY CONSERVATION DISTRICT
TULSA COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024

including capital costs (such as depreciation or debt service).

C. Measurement Focus and Basis of Accounting

Measurement Focus

The District utilizes an economic resources measurement focus within the limitations of the modified cash basis of accounting. The accounting objectives of this measurement focus are the determination of operating income, changes in net position (or cost recovery), net financial position, and cash flows. All assets, deferred outflows, liabilities, and deferred inflows (whether current or noncurrent or financial or nonfinancial) associated with their activities are generally reported within the limitations of the modified cash basis of accounting.

Basis of Accounting

The financial statements are presented on a modified cash basis of accounting, which is a basis of accounting other than GAAP as established by GASB. This basis of accounting involves modifications to the cash basis of accounting to report in the statements of net position cash transactions or events that provide a benefit or result in an obligation that covers a period greater than the period in which the cash transaction or event occurred. Such reported balances include investments, capital assets and related depreciation, and short-term and long-term liabilities arising from cash transactions or events.

This modified cash basis of accounting differs from GAAP primarily because certain assets and their related revenues (such as accounts receivable and revenue billed or provided services not yet collected and other accrued revenue and receivables) and certain liabilities and their related expenses (such as accounts payable and expenses for goods or services received but not yet paid and other accrued expenses and liabilities) are not recorded in these financial statements. In addition, other economic assets, deferred outflows, liabilities, and deferred inflows that do not arise from a cash transaction or event are not

TULSA COUNTY CONSERVATION DISTRICT
TULSA COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024

reported, and the measurement of reported assets and liabilities does not involve adjustment to fair value.

If the District utilized the basis of accounting recognized as generally accepted in the United States, the fund financial statements for proprietary fund types would use the accrual basis of accounting.

D. Financial Position

Cash & Cash Equivalents

For the purpose of financial reporting, "cash & cash equivalents" includes all demand and savings accounts and certificates of deposit or short-term investments with an original maturity of three months or less. All accounts are fully insured by the Federal Deposit Insurance Corporation.

Capital Assets

The District expenses the purchase of capital assets in the period purchased and does not depreciate those assets.

Long-Term Debt

Long-term debt is reported at face value, net of applicable discounts and deferred loss on refunding. Costs related to the issuance of debt are deferred and amortized over the lives of various debt issues.

Equity Classification

Equity is classified as net position and displayed in three components:

1. *Net investment in capital assets* – Consists of capital assets, including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvements of those assets and adjusted for any deferred inflows and outflows of resources attributable to capital assets and related debt.

TULSA COUNTY CONSERVATION DISTRICT
TULSA COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024

2. *Restricted* - Consists of restricted assets reduced by liabilities and deferred inflows or resources related to those assets, with restriction constraints placed on the use either by (a) external groups such as creditors, grantors, contributors, or laws and regulations of other governments; or (b) law through constitutional provisions or enabling legislation.
3. *Unrestricted* - Net amount of assets, deferred outflows of resources, liabilities, and deferred inflows of resources that are not included in the determination of net investment of capital assets or the restricted component of net position.

It is the District's policy to first use restricted net resources prior to the use of unrestricted net resources when an expense is incurred for purposes for which both restricted and unrestricted net resources are available.

E. Revenues, expenditures & expenses

Operating revenues and expenses for proprietary funds result from providing services and producing and delivering goods and/or services. They also include all revenues and expenses not related to capital and related financing, noncapital financing, or investing activities.

NOTE 2 - DEPOSITS AND INVESTMENTS

Custodial Credit Risk

At June 30, 2024, the District held deposits of approximately \$3,309 at financial institutions. The District's cash deposits, including interest-bearing certificates of deposit are covered by Federal Depository Insurance (FDIC) or direct obligation of the U.S. Government insured or collateralized with securities held by the District or by its agent in the District's name.

Investment Interest Rate Risk

The District does not have a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

TULSA COUNTY CONSERVATION DISTRICT
TULSA COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024

Investment Credit Risk

The District has no policy that limits its investment choices other than the limitation of state law as follows:

- a. Direct obligations of the U.S. Government, its agencies and instrumentalities to which the full faith and credit of the U.S. Government is pledged, or obligations to the payment of which the full faith and credit of the State is pledged.
- b. Certificates of deposits or savings accounts that are either insured or secured with acceptable collateral with in-state financial institutions, and fully insured certificates of deposit or savings accounts in out-of-state financial institutions.
- c. With certain limitation, negotiable certificates of deposit, prime bankers' acceptances, prime commercial paper and repurchase agreements with certain limitations.
- d. County, municipal or school district tax supported debt obligations, bond or revenue anticipation notes, money judgments, or bond or revenue anticipation notes of public trusts whose beneficiary is a county, municipality or school district.
- e. Notes or bonds secured by mortgage or trust deed insured by the Federal Housing Administrator and debentures issued by the Federal Housing Administrator, and in obligations of the National Mortgage Association.
- f. Money market funds regulated by the SEC and in which investments consist of the investments mentioned in the previous paragraphs (a.-d.).

NOTE 3 - RESTRICTED ASSETS

The District currently has no restricted assets.

NOTE 4 - CAPITAL ASSETS

The District does not record capital assets.

NOTE 5 - LONG-TERM DEBT

The District currently has no long-term debt.

TULSA COUNTY CONSERVATION DISTRICT
TULSA COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024

NOTE 6 - CONTINGENCIES

Litigation

The District currently has no pending litigation.

Grant Involvement

In the normal course of operations, the District participates in various federal or state/loan programs from year to year. The grant/loan programs are often subject to additional audits by agents of the granting or loaning agency, the purpose of which is to ensure compliance with the specific conditions of the grant or loan. Any liability of reimbursement that may arise as a result of these audits cannot be reasonably determined at this time, although it is believed the amount, if any, would not be material.

NOTE 7 - PENSION PLAN

All full-time employees are covered by and must participate in the Oklahoma Public Employees Retirement Plan (OPERS). The District is not legally required to contribute to the OPERS, which is fully funded by the state and by contributions from covered employees. During the year ended June 30, 2024, the covered employees made contributions of \$1,392.33 to the OPERS. Under the pension plan, benefits vest after 8 years of full-time employment. An employee with 10 years of service may retire at age 55 and receive reduced retirement benefits.

Based on Oklahoma statute, employees covered by the pension plan must contribute 3.5% of their gross earnings to the pension fund. The state is required to contribute 10% of gross earnings to the plan. The District's total current year payroll for all its employees amounted to \$39,718.20, the same amount as the payroll covered by the plan.

NOTE 8 - COMPENSATED ABSENCES

The District's policy for accumulated annual leave is based on years of continuous service. Full-time employees with less than five years of service can accumulate up to 240 hours; employees with over five years of service can accumulate up to 480 hours. The accrual of compensated absences is not reflected in the

TULSA COUNTY CONSERVATION DISTRICT
TULSA COUNTY, OKLAHOMA
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2024

modified cash basis statements. The District records vacation and sick leave at the time the claim is paid.

At June 30, 2024, the District had an unrecorded commitment for earned but unused vacation benefits that would require payment upon employee termination of service in the amount of \$7,878.86.

NOTE 9 - SUBSEQUENT EVENTS

The District did not have any subsequent events through October 16, 2024, which is the date the financial statements were issued, for events requiring recording or disclosure in the financial statements for the year ending June 30, 2024.

Conservation District	TULSA COUNTY CONSERVATION DISTRICT																		
Address	6660 S. SHERIDAN RD., SUITE 120, TULSA, OK 74133																		
FOR THE PERIOD JULY 1, 2023, TO JUNE 30, 2024 FOR FISCAL YEAR 2024																			
1. LIQUID ASSETS (Checking Account, Savings Account, Certificate of Deposit, Petty Cash, Etc.) TOTAL \$ <u>3,309</u>																			
2. WORKING ASSETS <table style="width: 100%; border: none;"> <tr> <td style="width: 40%;">Building</td> <td style="width: 20%;">\$ <u>0</u></td> <td style="width: 20%;"></td> <td style="width: 20%;"></td> </tr> <tr> <td>Equipment</td> <td>\$ <u>0</u></td> <td></td> <td></td> </tr> <tr> <td>Other (Seed, Etc.)</td> <td>\$ <u>0</u></td> <td></td> <td></td> </tr> <tr> <td colspan="2"></td> <td style="text-align: right;">TOTAL WORKING ASSETS \$</td> <td style="text-align: right;"><u>0</u></td> </tr> </table>				Building	\$ <u>0</u>			Equipment	\$ <u>0</u>			Other (Seed, Etc.)	\$ <u>0</u>					TOTAL WORKING ASSETS \$	<u>0</u>
Building	\$ <u>0</u>																		
Equipment	\$ <u>0</u>																		
Other (Seed, Etc.)	\$ <u>0</u>																		
		TOTAL WORKING ASSETS \$	<u>0</u>																
3. RECEIPTS (from Annual Audit) \$ <u>76,604</u>																			
4. DISBURSEMENTS \$ <u>79,556</u>																			
5. NET WORTH OF DISTRICT (Lines 1+2) TOTAL \$ <u>3,309</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 _____ 2024. Notary Public _____ My Commission Expires _____

DUE IN OCC OFFICE BY NOVEMBER 1 OF EACH YEAR

FILING OF ANNUAL AUDIT

Conservation District Tulsa County Conservation District	
County Tulsa County	Date October 24, 2024
County Clerk Tulsa County	
An Annual Audit was accepted and filed by the above-named Conservation District. Signature County Clerk _____ County _____ Signature Chair, Board of Directors _____ Conservation District Tulsa County _____	

Subscribed and sworn to before me this _____ day of _____, _____.
Notary Public _____
My Commission Expires <u>April 16, 2025</u>

**THIS FORM ALONG WITH A COPY OF THE AUDITOR'S REPORT
MUST BE FILED WITH THE COUNTY CLERK'S OFFICE**

April Adams CPA PLLC

PO Box 1355

Ponca City, Oklahoma 74602

Phone: (580) 762-1040

Fax: (580) 762-1047

Email: cpa@apriladamscpa.com

October 23, 2024

**To the Board of Directors
Tulsa County Conservation District
6660 S. Sheridan Rd, Suite 120
Tulsa, OK 74133**

STATEMENT OF CHARGES

<u>DATE</u>	<u>DETAIL</u>	<u>AMOUNT</u>
10/23/2024	COMPILATION ENGAGEMENT - FYE 6/30/2024 (No State Auditor's filing fee for compilation)	\$ 700.00
	STATE AUDITOR'S FILING FEE	-
	PAYMENT RECEIVED	<u>(350.00)</u>
	BALANCE DUE	<u>\$ 350.00</u>

THANK YOU!

STATE OF OKLAHOMA

EMERGENCY DROUGHT ASSISTANCE PROGRAM GUIDELINES

Program Duration: November 12, 2024 – July 31, 2025

Application Period: November 12, 2024 – January 31, 2025

Approved by the Emergency Drought Committee on October 28, 2024.
Administered by the Oklahoma Conservation Commission in cooperation with
Oklahoma's 84 Conservation Districts.

PURPOSE

The Emergency Drought Assistance Program (EDAP) provides financial assistance to Oklahoma's farmers and producers during persistent and emergency drought conditions in Oklahoma. The Emergency Drought Committee (Committee) establishes state level rules and policies governing the EDAP.

The Committee is made up of five members consisting of the Commissioner of Agriculture, Executive Director of the Oklahoma Conservation Commission, Executive Director of the Oklahoma Water Resources Board, one member who resides west of I-35, appointed by the Speaker of the House of Representatives, and one member who resides east of I-35, appointed by the President Pro Tempore of the State Senate.

The Committee selected the Oklahoma Conservation Commission (Commission) to administer the EDAP cooperatively with Oklahoma's 84 conservation districts.

The Committee established August 1, 2024, as the start of the current flash drought. Any exceptions from these established EDAP rules, policies, and guidelines shall be approved by the Committee.

COUNTY ELIGIBILITY

A county becomes eligible when the total area in drought (D1 - D4) reaches 25% as reported on the National Drought Monitor. The drought monitor map for Oklahoma published October 29, 2024, will be used to determine county eligibility as of November 12, 2024. A list of eligible counties will be distributed by email to conservation districts by the Commission each Thursday at 9:00 a.m.

ALLOCATION OF FUNDS

The Committee allocates \$27,566,869 from the Emergency Drought Relief Fund to the Commission for purposes of providing financial assistance to eligible farmers and producers for implementing approved drought practices.

Each of the 77 counties has been allocated \$358,000. Allocations for conservation districts not on county boundaries will be based on the percentage of county acres that fall within the district's boundary. The amount of funds allocated to each district can be found on page 9.

EDAP Duration

The Program begins on November 12, 2024, and ends on July 31, 2025.

Who is Eligible to Apply?

Principal operators of farms as defined here are eligible to apply. Only one application per farm will be accepted.

- All property within the conservation district owned by the applicant is one farm.

- All property within the conservation district leased by the applicant from the same landowner is one farm.
- A farm is any place from which \$500 or more of agricultural products were produced and sold, or normally would have been sold, during the year. This definition includes nurseries, greenhouses, and certain non-profit organizations that operate farms.
- The principal operator is the person (landowner or lessee) primarily responsible for the day-to-day operations of the farm.
- Livestock includes beef cattle, dairy cattle, swine, poultry, goats, mules, bison, sheep, horses, deer, emu and llamas.
- Farms must be located in whole or partially in a county designated eligible for emergency drought assistance funds.

Conservation district directors and employees are eligible to apply, with the following limitations:

- Directors that received emergency drought assistance funds in 2022, 2023, or 2024 cannot apply.
- Only two directors from the same district are allowed to apply during each month of the application period.
- When more than two directors from the same district want to apply, applications must be submitted and approved so that a quorum can be maintained to take action to approve applications.

Who is NOT eligible to apply?

- Emergency Drought Committee members and their spouses.
- The following Commission staff with EDAP decision making responsibilities and their spouses:
 - Trey Lam, Executive Director
 - Lisa Knauf Owen, Assistant Director
 - Janet Stewart, General Counsel
 - Tammy Sawatzky, Conservation Programs Division Director
- Conservation district directors that received emergency drought assistance funds in 2022, 2023, or 2024.

Available Practices

Each conservation district must offer all drought practices. Applicants can apply for more than one practice.

- | | |
|----------------------------------|-----------------------------------|
| • Heavy Use Protection Area | • Pasture Tap (1 per application) |
| • Pipeline | • Pond Cleanout (1 per pasture) |
| • Pumping Plant | • Watering Facility |
| • Water Well (1 per application) | |

Pond Cleanout Application Process

The Emergency Drought Committee approved the following pond cleanout application process at their November 8, 2024 meeting. Pond cleanout remains an eligible practice.

1. An on-site pre-check is mandatory for all pond cleanout applications.
2. If the pond has water, the applicant will be notified that the practice is cannot be completed at this time, but their application will be retained in the order it was received.
3. Pond cleanout applications that cannot be completed due to the pond having water, will be moved to a separate list and the next application received will be considered for funding.
4. Those pond cleanout applications moved to a separate list will have funding priority if severe drought conditions return and additional funding becomes available.

Drought practices do not need to be implemented according to applicable NRCS standards and specifications. Conservation districts can provide the applicant a copy of the NRCS standard and specification as a guide for implementation.

Maximum Payment

Approved applicants can receive 80% of their actual eligible costs that are supported by acceptable receipts not to exceed \$7,500. The maximum payment per Social Security number or Employer Identification Number cannot exceed \$7,500. There is no guarantee of funding.

Application Period

The application period begins on November 12, 2024 at 8:30 a.m., and ends January 31, 2025 at 4:00 p.m. Each applicant must complete an EDAP Application Form and an IRS Form W-9. An application will be considered incomplete if both pieces are not included. All applications are due in the conservation district office by January 31, 2025, at 4:00 p.m. Only one application per farm will be accepted.

There are three options for submitting applications to the conservation district office:

- In person, before January 31, 2025, at 4:00 p.m.
- By email, must be received by January 31, 2025, at 4:00 p.m.
- By mail, must be postmarked by January 31, 2025, and received by February 7, 2025.

The Committee, Commission, and the conservation districts are not responsible for any technical or logistical problems resulting in the district not receiving an application on time. It is the responsibility of the applicant to ensure that the submission is received by the district before the deadline.

Application Review

Prior to approving applications conservation districts are required to visually confirm an applicant's need for drought assistance for at least 10% of the applications up for approval each month. Applications to be reviewed should be randomly chosen by a district employee. Applications that will be reviewed but do not count as part of the required 10% are those submitted from:

- A district director or district employee.
- An applicant that started or completed implementation of any eligible drought practice during August 1 - November 11, 2024.

If the results of the review show the applicant does not have a need for drought assistance the conservation district will report to the Commission by submitting all relevant documentation related to this applicant. The Commission will then present the documentation to the Emergency Drought Committee for action.

Application Approval

Applications will be considered on a first-come, first-served basis by the conservation district board. Assign an applicant number using the Commission approved format:

03-ED3-001	03 - conservation district number
	ED3 – program identifier
	001 – applicant number assigned by the district

Applications should be approved as they are received and reviewed each month. Applications received before the November board meeting should be approved in the November board meeting. Applications received after the November board meeting but before the December meeting should be approved in the December meeting. Conservation districts should follow this same process in January and February.

Inspection of Completed Work

Prior to approving requests for payment on completed drought practice(s) conservation districts are required to visually confirm practice(s) were installed on the applicant's property and in the location indicated on the application for at least 10% of the requests for payment up for approval each month. Requests for payment to be reviewed should be randomly chosen by a district employee. Requests for payment that will be reviewed but do not count as part of the required 10% are those submitted from:

- A district director or district employee.
- An applicant that started or completed implementation of any eligible drought practice during August 1 - November 11, 2024.

If results of the inspection show the drought practice was not installed as approved the conservation district will report to the Commission by submitting all relevant documentation related to this applicant. The Commission will then present the documentation to the Emergency Drought Committee for action.

Eligible Costs

The following list is not expected to be all inclusive.

- Costs incurred after August 1, 2024, solely to implement a drought practice.
- Materials, supplies, and parts
- Hired labor
- Equipment rental
- In-kind labor performed by the applicant solely to implement a drought practice is eligible only when submitted on the In-Kind Contributions Form. If someone other than the applicant performs the labor a receipt must be submitted.
- Allowable in-kind hourly rate is limited to:
 - \$175 / hour when the applicant uses their equipment to perform the work
 - \$100 / hour when the applicant rents equipment and performs the work themselves

What Costs are Never Eligible?

The following list is not expected to be all inclusive.

- Construction or improvements outside of the State of Oklahoma.
- Meals/food for human consumption.
- Donated or volunteer services and unpaid labor.
- Fine, penalties, and other settlement expenses resulting from failure of the applicant to comply with Federal, State, local, or Indian Tribal laws and regulations.
- Parking or traffic violations.
- Bad debts, late payment fees, finance charges, legal costs, or contingency funds.
- Indirect costs (expenses of doing business that are not readily identified with the project).
- Taxes, except sales tax on goods and services.

Documentation of Costs

Supporting documentation is required for all eligible costs. Below are acceptable forms of documentation.

- Itemized receipt showing:
 - merchant's name
 - payer's name
 - transaction date
 - amount paid
 - description of purchased items
 - description of additional charges (taxes, services, delivery, etc.)
 - if paid in part or full
- Invoice showing:
 - merchant's name
 - buyer's name

- invoice date
- amount paid
- description of purchased items
- description of additional charges (taxes, services, delivery, etc.)
- if paid in part or full.
- In-Kind Contributions Form

Making Payment

The applicant must submit to the conservation district the following:

- Completed Self-Certification Form
- Receipts, invoices and/or In-Kind Contributions Form for eligible expenses
- Photographic proof of completion

The conservation district will review all documentation and prepare an OSF-3 Form to be approved for payment at a district board meeting. After board approval the district will submit the following documents to the Commission for processing:

- OSF-3 Form signed by the board chair and notarized
- Self-Certification Form
- Calculation Sheet (optional)
- Receipts, invoices and/or In-Kind Contributions Form for eligible expense

The applicant should be informed that the conservation district will issue payment by paper check and to allow up to 45 days for processing.

Problems with an Application

If an application is missing information or there are errors the conservation district will notify the applicant, allowing seven business days to fix the problem(s). If the corrections are not made, the application will not be considered.

Applicants who are denied may appeal the decision to the conservation district. The district will report the appeal to the Commission by submitting all relevant documentation related to the applicant. The Commission will then present the documentation to the Committee for action.

Completion Dates

- January 31, 2025 – last day applications will be accepted by the conservation district
- July 31, 2025 - all work must be completed and required payment documentation submitted to the conservation district
- September 15, 2025 – last day the Commission will accept drought assistance claims, accept means the claim must be in the Commission office (emailed copies are not acceptable)

District Reporting and Accounting

Conservation districts shall conduct the following reporting and accounting procedures:

1. Maintain an EDAP Allocation Report in electronic format. The report should include data for all district board approved applications. The report should include the following:
 - district name
 - applicant's name
 - application number
 - date approved
 - obligated amount
2. Submit the EDAP Allocation Report to the Commission for review by the 5th of each month, with the first report due December 5, 2024.
3. Assemble case files for each approved applicant.

Public Requests for EDAP Records

- Requests must be in writing to the conservation district.
- Provide only what is requested. For example: if they just want to see the ranking sheet(s) then share only the ranking sheet(s). In EDAP the ranking sheet would be a list of applicants in the order your office received them.
- Conservation districts are not required to create a new record to respond to a request.
- Do not include Social Security Numbers or Employer Identification Numbers.
- You can include name, address, phone number, email address.

**EDAP Conservation District Allocations
November 12, 2024**

Adair	358,000
Alfalfa	358,000
Arbuckle	358,000
Atoka	358,000
Beaver	358,000
* Blaine	240,200
Bryan	358,000
Caney Valley	358,000
* Central North Canadian River	234,100
* Checotah	151,800
Cherokee	358,000
Cimarron	358,000
Cleveland	358,000
Coal	358,000
Comanche	358,000
Cotton	358,000
Craig	358,000
Creek	358,000
* Custer	238,400
* Deer Creek	166,400
Delaware	358,000
Dewey	358,000
* East Canadian	206,500
Ellis	358,000
Garfield	358,000
Garvin	358,000
Grady	358,000
Grant	358,000
Greer	358,000
Harmon	358,000
Harper	358,000
Haskell	358,000
Hughes	358,000
Jackson	358,000
Jefferson	358,000
Johnston	358,000
Kay	358,000
Kiamichi	358,000
* Kingfisher	340,200
Kiowa	358,000
* Konawa	258,400
* Latimer	324,000

* LeFlore	255,700
Lincoln	358,000
Little River	358,000
Logan	358,000
Love	358,000
Major	358,000
Marshall	358,000
Mayes	358,000
McClain	358,000
* McIntosh	206,300
Murray	358,000
Muskogee	358,000
Noble	358,000
* North Caddo	112,400
North Fork Red River	358,000
Nowata	358,000
Okfuskee	358,000
Oklahoma	358,000
Okmulgee	358,000
Osage	358,000
Ottawa	358,000
Pawnee	358,000
Payne	358,000
Pittsburg	358,000
Pontotoc	358,000
* Pushmataha	290,900
Rogers	358,000
* Seminole	224,400
Sequoyah	358,000
* Shawnee	233,400
* South Caddo	154,600
Stephens	358,000
* Talihina	203,600
Texas	358,000
Tillman	358,000
Tulsa	358,000
Upper Washita	358,000
Wagoner	358,000
* Washita	311,300
* West Caddo	144,300
Woods	358,000
Woodward	358,000

* Allocations for conservation districts not on county boundaries was based on the percentage of county acres that fall within the conservation district boundary. Data used is available upon request.

STATE OF OKLAHOMA

EMERGENCY DROUGHT ASSISTANCE PROGRAM

Application Review Instructions

Conservation districts are required to visually confirm applicant need for drought assistance prior to approval on at least 10% of applications to be approved each month. Reviews are mandatory for all applications from a district director, district employee, application for a pond cleanout or applicant that started or completed a drought practice(s) during August 1 – November 11, 2024. Correctly completed application reviews will require an on-site visit.

Complete all sections of the Application Review Form. Handwritten forms must be legible.

Reviewer Information

1. *Conservation District* - enter the district's name. Do not abbreviate (i.e., Major County is correct, MCCD is not correct).
2. *Reviewer* - enter the first and last name of the reviewer. Do not abbreviate. Participating district directors and employees cannot review their own application (i.e., Joe Smith is correct, J Smith or Joe S or Joe are not correct).
3. *Date Reviewed* – enter the date the Application Review is completed.

Applicant Information

1. *Name*: enter the applicant's name exactly as it was listed on the Application and IRS Form W9.
2. *Applicant's Email Address*: enter the email address provided on the Application. Leave blank if an email address was not provided.
3. *Phone Number*: enter the phone number provided on the Application. A phone number is required for all applicants.

Type of Applicant

1. Check the appropriate box for the type of application submitted.
 - District Director
 - District Employee
 - Pond Cleanout
 - None of the Above / Standard Application
2. Check the appropriate box for the status of the practice(s) applied for on the Application.
 - Practice(s) was started prior to Application submission.
 - Practice(s) was completed between August 1 and November 11, 2024.

Practice(s)

1. Practice(s) selected on the Application Review should match the practice(s) selected by the applicant on their Application.
2. Enter the legal description where the practice(s) are to be installed or were installed. The preferred legal description format is latitude / longitude. The legal description on the

Application Review should match the legal description on the Application. If the applicant provided only a quarter section-township-range, this would be a good time to convert it to a latitude / longitude.

Review

Answer each statement/question and provide clarifying remarks as needed.

1. *Application was completed, signed, and dated correctly.*

- Yes - if all sections of the Application were legible and completed correctly (i.e., legal description was provided, all boxes were checked in the Acknowledgements and Attestations section).
- No - if any section of the Application has missing information. Did the conservation district allow the applicant an opportunity to provide the missing information?

2. *IRS Form W-9 was attached to their application.*

- Yes - if the applicant completed and attached a W-9. The reviewer should make sure the name on the W-9 matches the name on the Application.
- No - if the applicant did not attach a W-9 to their Application or it is illegible or incomplete. Did the conservation district allow the applicant an opportunity to provide any missing information?

3. *Landowner Consent Form was attached to their application.*

A Consent Form is required to be attached to their application if the applicant is not the landowner.

- Yes - if the applicant is a lessee and a Consent Form was attached to the Application.
- No - if the applicant is a lessee and a Consent Form was not attached to the Application.
- Not Applicable - if the applicant is the landowner.

4. *Property was located and viewed using an aerial map prior to site visit?*

- Yes - if the reviewer used an aerial map to locate the property. Provide the source used in the remarks (e.g., OKMaps, Web Soil Survey).
- No - if the reviewer did not use an aerial map to locate or view the property.
- Map Attached – if the reviewer attached a copy of the aerial map.

5. *Is there evidence of a current water source?*

- Yes - if the reviewer observed an adequate water source on the property. Add remarks about important details observed (i.e., There is a well, but the windmill is broken. There is evidence water is currently being hauled to the site.).
- No - if the reviewer did not observe an adequate water source on the property.

6. *Is there evidence of livestock?*

- Yes - if the reviewer observed evidence of livestock on the property. Add remarks about important details observed (i.e., There is evidence of cattle trails.).
- No - if the reviewer did not observe any evidence of livestock on the property.

7. *Is there evidence of perimeter fence?*

- Yes - if the reviewer observed evidence of a perimeter fence. Add remarks about important details observed (i.e., The fence is permanent with adequate gates. A working hot-wire fence is in place.).
- No - if the reviewer did not observe a fence.

8. *Drought practice(s) started or completed after August 1, 2024, and prior to November 12, 2024 were observed?*

- Yes - If the reviewer observes evidence that a practice(s) has been started or completed between August 1 and November 12, 2024.
- No – if the reviewer did not observe evidence of practice(s) already started or completed.
- Not Applicable

9. *Pond cleanouts not completed prior to November 12, 2024:*

- Is Full – the reviewer observes the pond to be cleaned out is full of water.
- Has Some Water – the reviewer observes standing water and the ground immediately adjacent to the water is too soft for a skilled equipment operator to efficiently cleanout the pond.
- Is Dry – the reviewer observes a dry pond, no standing water present.
- Photos Attached – the reviewer attached photos taken while on site.

Reviewer's Signature & Date

1. The reviewer must sign and date the Application Review Form. The signature must match the reviewer's name listed on page 1.

Acceptable, Report to OCC, and Date Sent

To complete the Application Review Form the reviewer must complete the check boxes in the upper left corner of the form. Is there a demonstrated need for drought assistance or not.

- Acceptable – the reviewer has completed the Application Review Form and determined the applicant has demonstrated a need for drought assistance.
- Report to OCC - the reviewer completed the Application Review Form and determined there is sufficient reason to question the applicants need for drought assistance. The reviewer should contact the applicant and give them an opportunity to address the reviewer's reasons for reporting their application to OCC prior to doing so.
- Date Sent – record the date the Application and supporting documentation was sent to OCC.

STATE OF OKLAHOMA EMERGENCY DROUGHT ASSISTANCE PROGRAM APPLICATION

The Emergency Drought Assistance Program provides assistance to Oklahoma's farmers and producers during the current, persistent, emergency drought conditions in Oklahoma. Eligible farmers and producers may receive 80% of actual costs not to exceed \$7,500 to install approved drought practice(s) in response to drought conditions or in preparation for effects of drought. Only one application will be accepted per farm. Counties are only eligible when total area in drought (D1-D4) reaches 25% as reported on the National Drought Monitor.

The application and a directory of conservation district addresses are available on the Oklahoma Conservation Commission's website at <https://conservation.ok.gov/>.

There are three options for submitting your application to your local conservation district office:

- In person, visit your local district office November 12, 2024 at 8:30 a.m., and before January 31, 2025 at 4:00 p.m.
- Email to your local district office. (must be received by January 31, 2025 at 4:00 p.m.)
- Mail to your local district office. (must be postmarked by January 31, 2025 and received by February 7, 2025)

All portions of your application must be received before the deadline to be considered. This application is to be completed, signed, and dated by the applicant.

Application/ Farming Information			
First Name Ron	Last Name Hall		
Email Address ronehall47@gmail.com	Phone Number 918-625-6140		
Farm County (If more than one, select the eligible county where you principally operate.) Tulsa			
Mailing Address (Must match the IRS Form W-9) 7449 N Memorial Dr			
City Owasso	State OK	Zip 74055	
Practice(s)			
Please select all that apply:		<u>Legal Description</u> (Latitude / Longitude preferred)	
☐ Heavy Use Protection Area			
☐ Pasture Tap (1 per applicant)			
☐ Pipeline			
☒ Pond Cleanout (1 per pasture)	36.261413, -95.883052		
☐ Pumping Plant			
☐ Watering Facility			
☐ Water Well (1 per applicant)			
I have ☐ completed or ☒ started the drought practice(s) selected above.			
Type of Operation			
My operation is a: ☐ Livestock Farm or Ranch ☐ Crop Farm ☒ Livestock & Crop Operation			
I am the ☒ landowner or ☐ lessee of the farm referenced on this application.			

Actual Costs

Costs must have been incurred and paid for between August 1, 2024 and July 31, 2025. Include all receipts that are directly related to the installation of drought practice(s). Only labor performed by the applicant solely to install the drought practice(s) is eligible as an in-kind contribution and must be submitted on the In-Kind Contributions Form. Allowable in-kind hourly rate is limited to:

- \$175 / hour when the applicant uses their equipment to perform the work
- \$100 / hour when the applicant rents equipment and performs the work themselves

IRS Form W-9

Complete an IRS Form W-9. You must complete boxes 1, 2, 3, 5, and 6, include your Social Security Number or Employer Identification Number, and sign and date at the bottom. The form is available at www.irs.gov/pub/irs-pdf/fw9.pdf

Acknowledgements and Attestations

You must check each of the following boxes to attest that you meet all the qualifications and understand the requirements of the program.

- ☒ I attest that I am the landowner or as the lessee have attached a Consent Form giving me the authority to apply on behalf of the farm and no other application is being submitted from this farm.
- ☒ I attest that I raise livestock or grow crops. A farm is any place from which \$500 or more of agricultural products were produced and sold, or normally would have been sold, during the year.
- ☒ I understand that if I receive and accept drought assistance funds, I will receive a 1099 Form.
- ☒ I understand that my Social Security number, federal employer tax identification number, and or Oklahoma tax identification number, already provided to the state, may be used by federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action that requires filling of state tax returns and paying delinquent state tax liabilities.
- ☒ I understand a site visit may be conducted on this farm before and or after the installation of drought practice(s).
- ☒ I agree to keep all related records and receipts and make them available to the Conservation District, Conservation Commission or State Auditor for a minimum of six years.
- ☒ I affirm that the information I am submitting is true, complete, and accurate.

Summary

You must submit the following to your local conservation district for your application to be considered complete:

- ☒ Completed application, signed and dated.
- ☒ IRS Form W-9, signed and dated.
- ☐ Consent Form, required if you are not the landowner.

Applicant's Signature

Signature



Date


For Conservation District Use

Date Received

Time Received

Received By

STATE OF OKLAHOMA EMERGENCY DROUGHT ASSISTANCE PROGRAM APPLICATION

The Emergency Drought Assistance Program provides assistance to Oklahoma's farmers and producers during the current, persistent, emergency drought conditions in Oklahoma. Eligible farmers and producers may receive 80% of actual costs not to exceed \$7,500 to install approved drought practice(s) in response to drought conditions or in preparation for effects of drought. Only one application will be accepted per farm. Counties are only eligible when total area in drought (D1-D4) reaches 25% as reported on the National Drought Monitor.

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- In person, visit your local district office November 12, 2024 at 8:30 a.m., and before January 31, 2025 at 4:00 p.m.
- Email to your local district office. (must be received by January 31, 2025 at 4:00 p.m.)
- Mail to your local district office. (must be postmarked by January 31, 2025 and received by February 7, 2025)

All portions of your application must be received before the deadline to be considered. This application is to be completed, signed, and dated by the applicant.

Application/ Farming Information			
First Name Brian	Last Name Hayes		
Email Address brian@hayescustomhomesok.com	Phone Number 918-519-0758		
Farm County (If more than one, select the eligible county where you principally operate.) Tulsa			
Mailing Address (Must match the IRS Form W-9) 7716 N Harvard Ave			
City Sperry	State OK	Zip 74073	
Practice(s)			
Please select all that apply:		<u>Legal Description</u> (Latitude / Longitude preferred)	
☐ Heavy Use Protection Area			
☐ Pasture Tap (1 per applicant)			
☐ Pipeline			
☒ Pond Cleanout (1 per pasture)	36.264916, -95.938831		
☐ Pumping Plant			
☐ Watering Facility			
☐ Water Well (1 per applicant)			
I have ☐ completed or ☐ started the drought practice(s) selected above.			
Type of Operation			
My operation is a: ☒ Livestock Farm or Ranch ☐ Crop Farm ☐ Livestock & Crop Operation			
I am the ☒ landowner or ☐ lessee of the farm referenced on this application.			

Actual Costs	
Costs must have been incurred and paid for between August 1, 2024 and July 31, 2025. Include all receipts that are directly related to the installation of drought practice(s). Only labor performed by the applicant solely to install the drought practice(s) is eligible as an in-kind contribution and must be submitted on the In-Kind Contributions Form. Allowable in-kind hourly rate is limited to: \$175 / hour when the applicant uses their equipment to perform the work \$100 / hour when the applicant rents equipment and performs the work themself	
IRS Form W-9	
Complete an IRS Form W-9. You must complete boxes 1, 2, 3, 5, and 6, include your Social Security Number or Employer Identification Number, and sign and date at the bottom. The form is available at www.irs.gov/pub/irs-pdf/fw9.pdf	
Acknowledgements and Attestations	
You must check each of the following boxes to attest that you meet all the qualifications and understand the requirements of the program. ☒ I attest that I am the landowner or as the lessee have attached a Consent Form giving me the authority to apply on behalf of the farm and no other application is being submitted from this farm. ☒ I attest that I raise livestock or grow crops. A farm is any place from which \$500 or more of agricultural products were produced and sold, or normally would have been sold, during the year. ☒ I understand that if I receive and accept drought assistance funds, I will receive a 1099 Form. ☒ I understand that my Social Security number, federal employer tax identification number, and or Oklahoma tax identification number, already provided to the state, may be used by federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action that requires filling of state tax returns and paying delinquent state tax liabilities. ☒ I understand a site visit may be conducted on this farm before and or after the installation of drought practice(s). ☒ I agree to keep all related records and receipts and make them available to the Conservation District, Conservation Commission or State Auditor for a minimum of six years. ☒ I affirm that the information I am submitting is true, complete, and accurate.	
Summary	
You must submit the following to your local conservation district for your application to be considered complete: ☒ Completed application, signed and dated. ☒ IRS Form W-9, signed and dated. ☐ Consent Form, required if you are not the landowner.	
Applicant's Signature	
Signature 	Date 11/12/24

For Conservation District Use	
Date Received	
Time Received	
Received By	

STATE OF OKLAHOMA

EMERGENCY DROUGHT ASSISTANCE PROGRAM

APPLICATION

The Emergency Drought Assistance Program provides assistance to Oklahoma's farmers and producers during the current, persistent, emergency drought conditions in Oklahoma. Eligible farmers and producers may receive 80% of actual costs not to exceed \$7,500 to install approved drought practice(s) in response to drought conditions or in preparation for effects of drought. Only one application will be accepted per farm. Counties are only eligible when total area in drought (D1-D4) reaches 25% as reported on the National Drought Monitor.

The application and a directory of conservation district addresses are available on the Oklahoma Conservation Commission's website at <https://conservation.ok.gov/>.

There are three options for submitting your application to your local conservation district office:

- In person, visit your local district office November 12, 2024 at 8:30 a.m., and before January 31, 2025 at 4:00 p.m.
- Email to your local district office. (must be received by January 31, 2025 at 4:00 p.m.)
- Mail to your local district office. (must be postmarked by January 31, 2025 and received by February 7, 2025)

All portions of your application must be received before the deadline to be considered. This application is to be completed, signed, and dated by the applicant.

Application/ Farming information		
First Name Matthew	Last Name Reagor	
Email Address matthew_reagor@yahoo.com	Phone Number 918-978-6966	
Farm County (If more than one, select the eligible county where you principally operate.) Tulsa		
Mailing Address (Must match the IRS Form W-9) 613 East 123rd Street North		
City Tulsa	State Ok	Zip 74070
Practice(s)		
Please select all that apply:		
☐ Heavy Use Protection Area ☐ Pasture Tap (1 per applicant) ☐ Pipeline ☒ Pond Cleanout (1 per pasture) ☐ Pumping Plant ☐ Watering Facility ☐ Water Well (1 per applicant)	Legal Description (Latitude / Longitude preferred)	
I have ☐ completed or ☒ started the drought practice(s) selected above.		
Type of Operation		
My operation is a: ☒ Livestock Farm or Ranch ☐ Crop Farm ☐ Livestock & Crop Operation		
I am the ☒ landowner or ☐ lessee of the farm referenced on this application.		

Actual Costs

Costs must have been incurred and paid for between August 1, 2024 and July 31, 2025. Include all receipts that are directly related to the installation of drought practice(s). Only labor performed by the applicant solely to install the drought practice(s) is eligible as an in-kind contribution and must be submitted on the In-Kind Contributions Form. Allowable in-kind hourly rate is limited to:

- \$175 / hour when the applicant uses their equipment to perform the work
- \$100 / hour when the applicant rents equipment and performs the work themselves

IRS Form W-9

Complete an IRS Form W-9. You must complete boxes 1, 2, 3, 5, and 6, include your Social Security Number or Employer Identification Number, and sign and date at the bottom. The form is available at www.irs.gov/pub/irs-pdf/fw9.pdf

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- ☒ I attest that I raise livestock or grow crops. A farm is any place from which \$500 or more of agricultural products were produced and sold, or normally would have been sold, during the year.
- ☒ I understand that if I receive and accept drought assistance funds, I will receive a 1099 Form.
- ☒ I understand that my Social Security number, federal employer tax identification number, and or Oklahoma tax identification number, already provided to the state, may be used by federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action that requires filing of state tax returns and paying delinquent state tax liabilities.
- ☒ I understand a site visit may be conducted on this farm before and or after the installation of drought practice(s).
- ☒ I agree to keep all related records and receipts and make them available to the Conservation District, Conservation Commission or State Auditor for a minimum of six years.
- ☒ I affirm that the information I am submitting is true, complete, and accurate.

Summary

You must submit the following to your local conservation district for your application to be considered complete:

- ☒ Completed application, signed and dated.
- ☒ IRS Form W-9, signed and dated.
- ☐ Consent Form, required if you are not the landowner.

Applicant's Signature

Signature 	Date 11/16/2024
--	--------------------

For Conservation District Use

Date Received	
Time Received	
Received By	

STATE OF OKLAHOMA EMERGENCY DROUGHT ASSISTANCE PROGRAM APPLICATION

The Emergency Drought Assistance Program provides assistance to Oklahoma's farmers and producers during the current, persistent, emergency drought conditions in Oklahoma. Eligible farmers and producers may receive 80% of actual costs not to exceed \$7,500 to install approved drought practice(s) in response to drought conditions or in preparation for effects of drought. Only one application will be accepted per farm. Counties are only eligible when total area in drought (D1-D4) reaches 25% as reported on the National Drought Monitor.

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- Mail to your local district office. (must be postmarked by January 31, 2025 and received by February 7, 2025)

All portions of your application must be received before the deadline to be considered. This application is to be completed, signed, and dated by the applicant.

Application/ Farming Information		
First Name <u>DENNIS</u>	Last Name <u>ELLMAN</u>	
Email Address <u>DELLMAN@BILLKNIGHTAUTO.COM</u>	Phone Number <u>918-671-3417</u>	
Farm County (Print full and exact, no abbreviations or partially correct) <u>TULSA</u>		
Working Address (Must be PO Box or 2nd) <u>15307 S 177th E AVE</u> State <u>OK</u> Zip <u>74008</u>		
City <u>BERRY</u>		
Practice(s) Please select all that apply: Legal Description (Latitude / Longitude preferred) ☐ Heavy Use Protection Area ☐ Pasture Tap (1 per applicant) ☐ Pipeline ☐ Pond Cleanout (1 per pasture) ☐ Pumping Plant ☒ Watering Facility ☒ Water Well (1 per applicant) <u>2.5 Acre Tract in SW Lot</u> <u>Section 24-T17N-R14E,</u> <u>Tulsa County, OK.</u>		
I have ☒ completed or ☒ started the drought practice(s) selected above.		
Type of Operation My operation is a: ☒ Livestock Farm or Ranch ☐ Crop Farm ☐ Livestock & Crop Operation		
I am the ☒ landowner or ☐ lessee of the farm referenced on this application.		

Actual Costs

Costs must have been incurred and paid for between August 1, 2024 and July 31, 2025. Include all receipts that are directly related to the installation of drought practice(s). Only labor performed by the applicant solely to install the drought practice(s) is eligible as an in-kind contribution and must be submitted on the In-Kind Contributions Form. Allowable in-kind hourly rate is limited to:

- \$175 / hour when the applicant uses their equipment to perform the work
- \$100 / hour when the applicant rents equipment and performs the work themselves

IRS Form W-9

Complete an IRS Form W-9. You must complete boxes 1, 2, 3, 5, and 6, include your Social Security Number or Employer Identification Number, and sign and date at the bottom. The form is available at www.irs.gov/irs/efile/efile9.pdf

Acknowledgements and Attestations

You must check each of the following boxes to attest that you meet all the qualifications and understand the requirements of the program.

- ☒ I attest that I am the landowner or as the lessee have attached a Consent Form giving me the authority to apply on behalf of the farm and no other application is being submitted from this farm.
- ☒ I attest that I raise livestock or grow crops. A farm is any place from which \$500 or more of agricultural products were produced and sold, or normally would have been sold, during the year.
- ☒ I understand that if I receive and accept drought assistance funds, I will receive a 1099 Form.
- ☒ I understand that my Social Security number, federal employer tax identification number, and/or Oklahoma tax identification number, already provided to the state, may be used by federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action that requires filing of state tax returns and paying delinquent state tax liabilities.
- ☒ I understand a site visit may be conducted on this farm before and/or after the installation of drought practice(s).
- ☒ I agree to keep all related records and receipts and make them available to the Conservation District, Conservation Commission or State Auditor for a minimum of six years.
- ☒ I affirm that the information I am submitting is true, complete, and accurate.

Summary

You must submit the following to your local conservation district for your application to be considered complete:

- ☒ Completed application, signed and dated.
- ☒ IRS Form W-9, signed and dated.
- ☐ Consent Form, required if you are not the landowner.

Applicant's Signature

Signature



Date

11-15-2024

For Conservation District Use

Date Received

Time Received

Received By

STATE OF OKLAHOMA EMERGENCY DROUGHT ASSISTANCE PROGRAM APPLICATION

The Emergency Drought Assistance Program provides assistance to Oklahoma's farmers and producers during the current, persistent, emergency drought conditions in Oklahoma. Eligible farmers and producers may receive 80% of actual costs not to exceed \$7,500 to install approved drought practice(s) in response to drought conditions or in preparation for effects of drought. Only one application will be accepted per farm. Counties are only eligible when total area in drought (D1-D4) reaches 25% as reported on the National Drought Monitor.

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- Mail to your local district office. (must be postmarked by January 31, 2025 and received by February 7, 2025)

All portions of your application must be received before the deadline to be considered. This application is to be completed, signed, and dated by the applicant.

Application/ Farming information			
First Name <u>John B Fugate</u>	Last Name <u>Fugate</u>		
Email Address <u>Birdcreekcattleco@yahoo</u>	Phone Number <u>918 640 1536</u>		
Farm County (if more than one, select the eligible county where you principally operate.) <u>Tulsa</u>			
Mailing Address (Must match the IRS Form W-9) <u>PO Box 774</u>			
City <u>Sperdy</u>	State <u>OK</u>	Zip <u>74073</u>	
Practice(s)			
Please select all that apply:		Legal Description (Latitude / Longitude preferred)	
☐ Heavy Use Protection Area	<u>Parcel ID 91332 13 32 22210</u>		
☐ Pasture Tap (1 per applicant)	<u>Legal SW NW SEC 32 21 13</u>		
☐ Pipeline	<u>40 Acres</u>		
☒ Pond Cleanout (1 per pasture)	<u>32-21-13</u>		
☐ Pumping Plant			
☐ Watering Facility			
☐ Water Well (1 per applicant)			
I have ☒ completed or ☐ started the drought practice(s) selected above.			
Type of Operation			
My operation is a: ☐ Livestock Farm or Ranch ☐ Crop Farm ☒ Livestock & Crop Operation			
I am the ☒ landowner or ☐ lessee of the farm referenced on this application.			

Actual Costs

Costs must have been incurred and paid for between August 1, 2024 and July 31, 2025. Include all receipts that are directly related to the installation of drought practice(s). Only labor performed by the applicant solely to install the drought practice(s) is eligible as an in-kind contribution and must be submitted on the In-Kind Contributions Form. Allowable in-kind hourly rate is limited to:

- \$175 / hour when the applicant uses their equipment to perform the work
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IRS Form W-9

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Acknowledgements and Attestations

You must check each of the following boxes to attest that you meet all the qualifications and understand the requirements of the program.

- ☒ I attest that I am the landowner or as the lessee have attached a Consent Form giving me the authority to apply on behalf of the farm and no other application is being submitted from this farm.
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- ☒ I understand that if I receive and accept drought assistance funds, I will receive a 1099 Form.
- ☒ I understand that my Social Security number, federal employer tax identification number, and or Oklahoma tax identification number, already provided to the state, may be used by federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action that requires filling of state tax returns and paying delinquent state tax liabilities.
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- ☒ I agree to keep all related records and receipts and make them available to the Conservation District, Conservation Commission or State Auditor for a minimum of six years.
- ☒ I affirm that the information I am submitting is true, complete, and accurate.

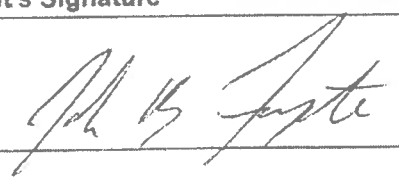
Summary

You must submit the following to your local conservation district for your application to be considered complete:

- ☒ Completed application, signed and dated.
- ☒ IRS Form W-9, signed and dated.
- ☒ Consent Form, required if you are not the landowner.

Applicant's Signature

Signature



Date

11-10-24

For Conservation District Use

Date Received

Time Received

Received By

STATE OF OKLAHOMA EMERGENCY DROUGHT ASSISTANCE PROGRAM APPLICATION

The Emergency Drought Assistance Program provides assistance to Oklahoma's farmers and producers during the current, persistent, emergency drought conditions in Oklahoma. Eligible farmers and producers may receive 80% of actual costs not to exceed \$7,500 to install approved drought practice(s) in response to drought conditions or in preparation for effects of drought. Only one application will be accepted per farm. Counties are only eligible when total area in drought (D1-D4) reaches 25% as reported on the National Drought Monitor.

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There are three options for submitting your application to your local conservation district office:

- In person, visit your local district office November 12, 2024 at 8:30 a.m., and before January 31, 2025 at 4:00 p.m.
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- Mail to your local district office. (must be postmarked by January 31, 2025 and received by February 7, 2025)

All portions of your application must be received before the deadline to be considered. This application is to be completed, signed, and dated by the applicant.

Application/ Farming Information		
First Name <u>Kay Paul</u>	Last Name <u>Ross</u>	
Email Address <u>sharollpowers@gmail.com</u>	Phone Number <u>815-302-3767</u>	
Farm County (If more than one, select the eligible county where you principally operate.) <u>Tulsa</u>		
Mailing Address (Must match the IRS Form W-9) <u>400310 W 4100 Rd</u>		
City <u>Collinsville</u>	State <u>OK</u>	Zip <u>74021</u>
Practice(s)		
Please select all that apply:		
☐ Heavy Use Protection Area	<u>Legal Description</u> (Latitude / Longitude preferred)	
☒ Pasture Tap (1 per applicant)	<u>T: 1081 Fld 5 Tulsa Co, OK 22N 13E-1 / T: 135 Fld 9 Tulsa Co, OK 22N 13E-1 / T: 1083 Fld 7 Tulsa Co, OK 22N 13E</u>	
☐ Pipeline		
☒ Pond Cleanout (1 per pasture)	<u>Same as above</u>	
☐ Pumping Plant		
☐ Watering Facility		
☐ Water Well (1 per applicant)		
I have ☐ completed or ☐ started the drought practice(s) selected above.		
Type of Operation		
My operation is a: ☒ Livestock Farm or Ranch ☐ Crop Farm ☐ Livestock & Crop Operation		
I am the ☐ landowner or ☒ lessee of the farm referenced on this application.		

Actual Costs	
Costs must have been incurred and paid for between August 1, 2024 and July 31, 2025. Include all receipts that are directly related to the installation of drought practice(s). Only labor performed by the applicant solely to install the drought practice(s) is eligible as an in-kind contribution and must be submitted on the In-Kind Contributions Form. Allowable in-kind hourly rate is limited to: • \$175 / hour when the applicant uses their equipment to perform the work • \$100 / hour when the applicant rents equipment and performs the work themselves	
IRS Form W-9	
Complete an IRS Form W-9. You must complete boxes 1, 2, 3, 5, and 6, include your Social Security Number or Employer Identification Number, and sign and date at the bottom. The form is available at www.irs.gov/pub/irs-pdf/fw9.pdf	
Acknowledgements and Attestations	
You must check each of the following boxes to attest that you meet all the qualifications and understand the requirements of the program. ☒ I attest that I am the landowner or as the lessee have attached a Consent Form giving me the authority to apply on behalf of the farm and no other application is being submitted from this farm. ☒ I attest that I raise livestock or grow crops. A farm is any place from which \$500 or more of agricultural products were produced and sold, or normally would have been sold, during the year. ☒ I understand that if I receive and accept drought assistance funds, I will receive a 1099 Form. ☒ I understand that my Social Security number, federal employer tax identification number, and or Oklahoma tax identification number, already provided to the state, may be used by federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action that requires filling of state tax returns and paying delinquent state tax liabilities. ☒ I understand a site visit may be conducted on this farm before and or after the installation of drought practice(s). ☒ I agree to keep all related records and receipts and make them available to the Conservation District, Conservation Commission or State Auditor for a minimum of six years. ☒ I affirm that the information I am submitting is true, complete, and accurate.	
Summary	
You must submit the following to your local conservation district for your application to be considered complete: ☒ Completed application, signed and dated. ☒ IRS Form W-9, signed and dated. ☐ Consent Form, required if you are not the landowner. <i>Lessee/Lessor on file</i>	
Applicant's Signature	
Signature	Date
<i>Kurt Paul Ross</i>	<i>11-12-24</i>

For Conservation District Use	
Date Received	
Time Received	
Received By	

STATE OF OKLAHOMA EMERGENCY DROUGHT ASSISTANCE PROGRAM APPLICATION

The Emergency Drought Assistance Program provides assistance to Oklahoma's farmers and producers during the current, persistent, emergency drought conditions in Oklahoma. Eligible farmers and producers may receive 80% of actual costs not to exceed \$7,500 to install approved drought practice(s) in response to drought conditions or in preparation for effects of drought. Only one application will be accepted per farm. Counties are only eligible when total area in drought (D1-D4) reaches 25% as reported on the National Drought Monitor.

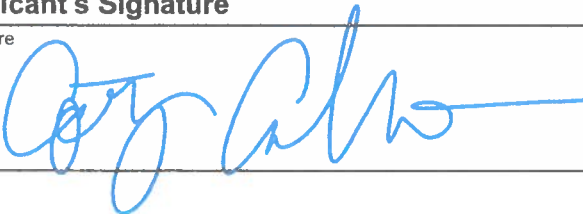
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All portions of your application must be received before the deadline to be considered. This application is to be completed, signed, and dated by the applicant.

Application/ Farming information		
First Name coty	Last Name calvert	
Email Address sooneraman100@gmail.com	Phone Number 9186717386	
Farm County (If more than one, select the eligible county where you principally operate.) tulsa		
Mailing Address (Must match the IRS Form W-9) 10698 e 142nd pl n		
City collinsville	State ok	Zip 74021
Practice(s)		
Please select all that apply:		
☐ Heavy Use Protection Area ☒ Pasture Tap (1 per applicant) ☒ Pipeline ☐ Pond Cleanout (1 per pasture) ☐ Pumping Plant ☐ Watering Facility ☐ Water Well (1 per applicant)	<u>Legal Description</u> (Latitude / Longitude preferred) Running water to east pasture for cattle (36.3892453, -95.8929708)	
I have ☐ completed or ☒ started the drought practice(s) selected above.		
Type of Operation		
My operation is a: ☒ Livestock Farm or Ranch ☐ Crop Farm ☐ Livestock & Crop Operation		
I am the ☒ landowner or ☐ lessee of the farm referenced on this application.		

Actual Costs	
Costs must have been incurred and paid for between August 1, 2024 and July 31, 2025. Include all receipts that are directly related to the installation of drought practice(s). Only labor performed by the applicant solely to install the drought practice(s) is eligible as an in-kind contribution and must be submitted on the In-Kind Contributions Form. Allowable in-kind hourly rate is limited to: • \$175 / hour when the applicant uses their equipment to perform the work • \$100 / hour when the applicant rents equipment and performs the work themself	
IRS Form W-9	
Complete an IRS Form W-9. You must complete boxes 1, 2, 3, 5, and 6, include your Social Security Number or Employer Identification Number, and sign and date at the bottom. The form is available at www.irs.gov/pub/irs-pdf/fw9.pdf	
Acknowledgements and Attestations	
You must check each of the following boxes to attest that you meet all the qualifications and understand the requirements of the program. ☒ I attest that I am the landowner or as the lessee have attached a Consent Form giving me the authority to apply on behalf of the farm and no other application is being submitted from this farm. ☒ I attest that I raise livestock or grow crops. A farm is any place from which \$500 or more of agricultural products were produced and sold, or normally would have been sold, during the year. ☒ I understand that if I receive and accept drought assistance funds, I will receive a 1099 Form. ☒ I understand that my Social Security number, federal employer tax identification number, and or Oklahoma tax identification number, already provided to the state, may be used by federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action that requires filling of state tax returns and paying delinquent state tax liabilities. ☒ I understand a site visit may be conducted on this farm before and or after the installation of drought practice(s). ☒ I agree to keep all related records and receipts and make them available to the Conservation District, Conservation Commission or State Auditor for a minimum of six years. ☒ I affirm that the information I am submitting is true, complete, and accurate.	
Summary	
You must submit the following to your local conservation district for your application to be considered complete: ☒ Completed application, signed and dated. ☒ IRS Form W-9, signed and dated. ☒ Consent Form, required if you are not the landowner.	
Applicant's Signature	
Signature 	Date 12/2/24

For Conservation District Use	
Date Received	
Time Received	
Received By	

STATE OF OKLAHOMA

EMERGENCY DROUGHT ASSISTANCE PROGRAM

Inspection of Completed Work Instructions

Conservation districts are required to visually confirm drought practice(s) were installed on the applicant's property and in the location indicated on their Application for at least 10% of requests for payment to be approved each month. Mandatory review of all completed work from a district director, district employee or applicant that started or completed a drought practice(s) during August 1 – November 11, 2024. Correctly completed inspections will require an on-site visit.

Complete all sections of the Inspection of Completed Work Form. Handwritten forms must be legible.

Reviewer Information

1. *Conservation District* - enter the district's name. Do not abbreviate (i.e., Major County is correct, MCCD is not correct).
2. *Reviewer* - enter the first and last name of the reviewer. Do not abbreviate. Participating district directors and employees cannot review their own application (i.e., Joe Smith is correct, J Smith or Joe S or Joe are not correct).
3. *Date Reviewed* – enter the date the Application Review is completed.

Applicant Information

1. *Name*: enter the applicant's name exactly as it was listed on the Application and IRS Form W9.
2. *Applicant's Email Address*: enter the email address provided on the Application. Leave blank if an email address was not provided.
3. *Phone Number*: enter the phone number provided on the Application. A phone number is required for all applicants.

Type of Applicant

1. Check the appropriate box for the type of application submitted.
 - District Director
 - District Employee
 - None of the Above / Standard Application
2. Check the appropriate box for the status of the practice(s) applied for on the Application.
 - Practice(s) was started prior to Application submission.
 - Practice(s) was completed during August 1 - November 11, 2024.

Practice(s) Installed

1. Practice(s) selected on the Inspection of Completed Work Form should match the practice(s) installed by the applicant and the applicant's Self-Certification.
2. Enter the legal description where the practice(s) were installed. The preferred legal description format is latitude / longitude. The legal description on the Inspection of

Completed Work Form should match the legal description on the applicant's Self-Certification. If the applicant provided only a quarter section-township-range, this would be a good time to convert it to a latitude / longitude.

Inspection

Answer each statement/question and provide clarifying remarks as needed.

1. *Do receipts contain all required information (e.g., merchant's name, payer's name, transaction date, amount paid, items purchased)?*
 - Yes - if all receipts submitted by the applicant were legible and contained the required information (i.e., the transaction date is between August 1, 2024, and July 31, 2025).
 - No - if any receipt has missing information. Did the conservation district allow the applicant an opportunity to provide the missing information?
2. *Was an Application Review completed for this applicant?*
 - Yes - if an Application Review Form was completed for this applicant.
 - No - if an Application Review Form was not completed for this applicant.
3. *Did the applicant install the practice(s) selected on their application? If no, what practice(s) were installed.*
 - Yes - if the practice(s) installed were the same as the practice(s) selected on their Application.
 - No - if the practice(s) installed were not the same as the practice(s) selected on their Application.
4. *Did the applicant install the practice(s) in the location indicated on their Application? If no, provide the location where the practice(s) were installed.*
 - Yes - if the practice(s) installed were in the same location indicated on their Application.
 - No - if the practice(s) installed were not in the same location indicated on their Application. Provide the location where the practice(s) were installed.
5. *Does the installed practice(s) appear to be complete and functional?*
 - Yes - if the inspector observed functional practice(s). Add remarks about important details observed (i.e., tank is holding water, well is operational, evidence of spoil from pond cleanout).
 - No - if the inspector observed nonfunctional practice(s).
6. *Required photographic proof of installed practice(s) was provided?*
 - Yes - if the applicant provided adequate photographic proof of installed practice(s).
 - No - the applicant did not provide adequate photographic proof of installed practice(s). Did the inspector give the applicant an opportunity to provide photographic proof?

Inspector's Signature & Date

1. The inspector must sign and date the Inspection of Completed Work Form. The signature must match the inspector's name listed on page 1.

Acceptable, Report to OCC, and Date Sent

To complete the Inspection of Completed Work Form the inspector must complete the check boxes in the upper left corner of the form. Is there evidence of abuses or fraudulent activity by the applicant.

- Acceptable – the inspector has completed the Inspection of Completed Work Form and determined the applicant has provided all required documentation.
- Report to OCC - the inspector has completed the Inspection of Completed Work Form and determined there is evidence of abuses or fraudulent activity by the applicant. The inspector should contact the applicant and give them an opportunity to address the inspector's reasons for reporting their request for payment to OCC prior to doing so.
- Date Sent – record the date the Inspection of Completed Work Form and supporting documentation was sent to OCC.

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) Todd and Casey Kinnikin

Mailing Address 12319 So 116th E Ave
Broken Arrow, OK 74011

Telephone Number 918 521-3663

E-mail Address TKpropechesLLC@yahoo.com

Signature of Applicant(s): Todd K Date 10/22/2024

Casey K Date 10/22/24

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 Todd and Casey Kinnikin, 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)

Todd Kinnikin
Casey Kinnikin

Date 10/22/2024

Date 10/22/24

Signature of District Chair

Date approved by district board