

**CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT  
AGENDA FOR REGULAR MEETING  
Kyle Arthur, General Manager**

**TIME: 6:30 P.M.  
THURSDAY, October 1, 2020**

**THIS MEETING WILL BE CONDUCTED BY VIDEOCONFERENCE AND TELECONFERENCE.  
IF YOU ARE NEW TO THE "GO TO MEETING" APP, PLEASE INSTALL BEFORE MEETING START TIME.**

**VIDEOCONFERENCE: TO JOIN THE MEETING USING A COMPUTER, SMARTPHONE, OR TABLET, GO TO  
[HTTPS://GLOBAL.GOTOMEETING.COM/JOIN/582403613](https://global.gotomeeting.com/join/582403613)  
MEETING ACCESS CODE: 582-403-613**

**TELECONFERENCE: TO LISTEN TO THE MEETING USING A TELEPHONE, CALL 1-877-309-2073 ENTER ACCESS  
CODE: 582-403-613.**

**IN THE EVENT THE COMMUNICATION LINK OR CONNECTION IS LOST AND THE MEETING IS INTERRUPTED,  
THE DISTRICT WILL MAKE EVERY EFFORT TO RESTORE THE LINK OR CONNECTION WITHIN THIRTY (30)  
MINUTES AND THE MEETING WILL THEN CONTINUE. IF THE DISTRICT IS UNABLE TO RESTORE THE LINK OR  
CONNECTION WITHIN THIRTY (30) MINUTES AFTER IT IS LOST, THE MEETING WILL BE RECONVENED ON  
MONDAY, OCTOBER 5, 2020 AT 6:30 PM. THE RECONVENED MEETING WILL BE CONDUCTED IN THE SAME  
MANNER AS NOTICED HEREIN, AND BOARD MEMBERS WILL PARTICIPATE IN THE SAME MANNER AS NOTICED  
HEREIN. ANY RECONVENED MEETING SHALL BEGIN WITH A ROLL CALL VOTE AND SHALL THEN PROCEED TO  
THE AGENDA ITEM THAT WAS UNDER DISCUSSION WHEN THE LINK OR CONNECTION WAS LOST.**

**A. CALL TO ORDER AND ROLL CALL**

**B. STATEMENT OF COMPLIANCE WITH OPEN MEETING ACT**

**C. ADMINISTRATIVE:**

- 1. STATUS REPORT OF THE DEL CITY PIPELINE PROJECT FROM ALAN PLUMMER ASSOCIATES, INC. (ALAN SWARTZ, OKLAHOMA AREA LEADER).**
- 2. POWERPOINT PRESENTATION BY KYLE ARTHUR-AN ANALYSIS OF PARTIAL TITLE TRANSFER.**

**D. ACTION:**

- 3. CONSIDERATION AND POSSIBLE APPROVAL OF MINUTES OF THE REGULAR BOARD MEETING HELD ON THURSDAY, SEPTEMBER 3, 2020.**
- 4. CONSIDERATION AND POSSIBLE APPROVAL OF FINANCIAL STATEMENTS FOR OPERATING ACCOUNT FOR AUGUST 2020.**
- 5. CONSIDERATION AND POSSIBLE APPROVAL OF DISTRICTS' SCHEDULE OF REGULAR MEETINGS FOR CALENDAR YEAR 2021.**

**E. DISCUSSION:**

- 6. LEGAL COUNSEL REPORT.**
- 7. GENERAL MANAGER'S REPORT.**
- 8. NEW BUSINESS (ANY MATTER NOT KNOWN PRIOR TO THE MEETING AND WHICH COULD NOT HAVE BEEN REASONABLY FORESEEN PRIOR TO THE POSTING OF THE AGENDA)**

**F. ADJOURN**

**BOARD MEMBER ATTENDANCE METHOD: VIDEOCONFERENCE: AMANDA NAIRN, CASEY HURT, JANN KNOTTS, MICHEAL DEAN, ROGER FRECH, WILLIAM JANACEK, KEVIN ANDERS**

Item C.2.

# An Analysis of Partial Title Transfer

Central Oklahoma Master Conservancy District

# Topics to be Covered

- Background
  - Title transfer basics
  - Types of facilities and types of transfer
  - Original project costs and purposes
  - Pertinent contracts
  - Details of proposed facilities for title transfer
- Budgetary Considerations
  - Budget overview and current obligations
  - “Basic contract” language
  - Direct and indirect federal support to COMCD (past and present)
- Liability
  - “Basic contract” language
  - Example scenarios
- Insurance
  - Scope of current insurance coverage
- Oversight
  - Inspections, real estate/land, NEPA compliance
- Responsibilities to be assumed
  - Inspections
  - Estimated costs
  - Administrative/Regulatory
- Advantages and disadvantages
- Current status and next steps

# General Findings

- Funding
  - We receive no ongoing monies for O&M of the facilities under consideration for title transfer
    - COMCD budget would be unaffected by partial title transfer
  - Federal funding for the Norman Project as a whole has been plentiful and would still be available
    - However, historical BOR funding has been focused on assets not under consideration for title transfer
  - Any possible future direct “line item” federal appropriation for the assets under consideration would be eliminated with title transfer
- Liability
  - (Almost) 100% of the liability is the District’s currently
  - No significant net increase in liability
- Non-monetary support and impacts
  - The BOR provides support services to COMD that would cease with title transfer
    - Real estate, permitting/approvals, engineering reviews, inspections
  - There will be increased costs and staff time with partial title transfer
- Oversight
  - Historical knowledge of our single-purpose assets would likely be lost
  - Prior approvals and NEPA evaluations would be eliminated; but obligation to comply with applicable laws would remain

Background

# Title Transfer Basics

- Norman Project – Central Oklahoma Master Conservancy District – Lake Thunderbird
- Federal government currently holds title to entire project
  - Dam
  - Property surrounding lake
  - Office, maintenance facilities, pumping plant, re-lift facility, pipeline and appurtenances
- The Norman Project has four authorized purposes: storage and conveyance of M&I water supply, flood control, recreation, and fish & wildlife
- Currently 31 projects have been transferred (out of 348 projects) – since 1996
  - 29 partial title; 2 full title
- For some projects (e.g., Arbuckle), partial title transfer was automatic as set forth in the original authorizing legislation
  - Not true of the Norman Project
- Often there is a specific reason or motivating factor to seeking title: e.g., non-project water use in existing systems, such as in Lake Meredith and McGee Creek

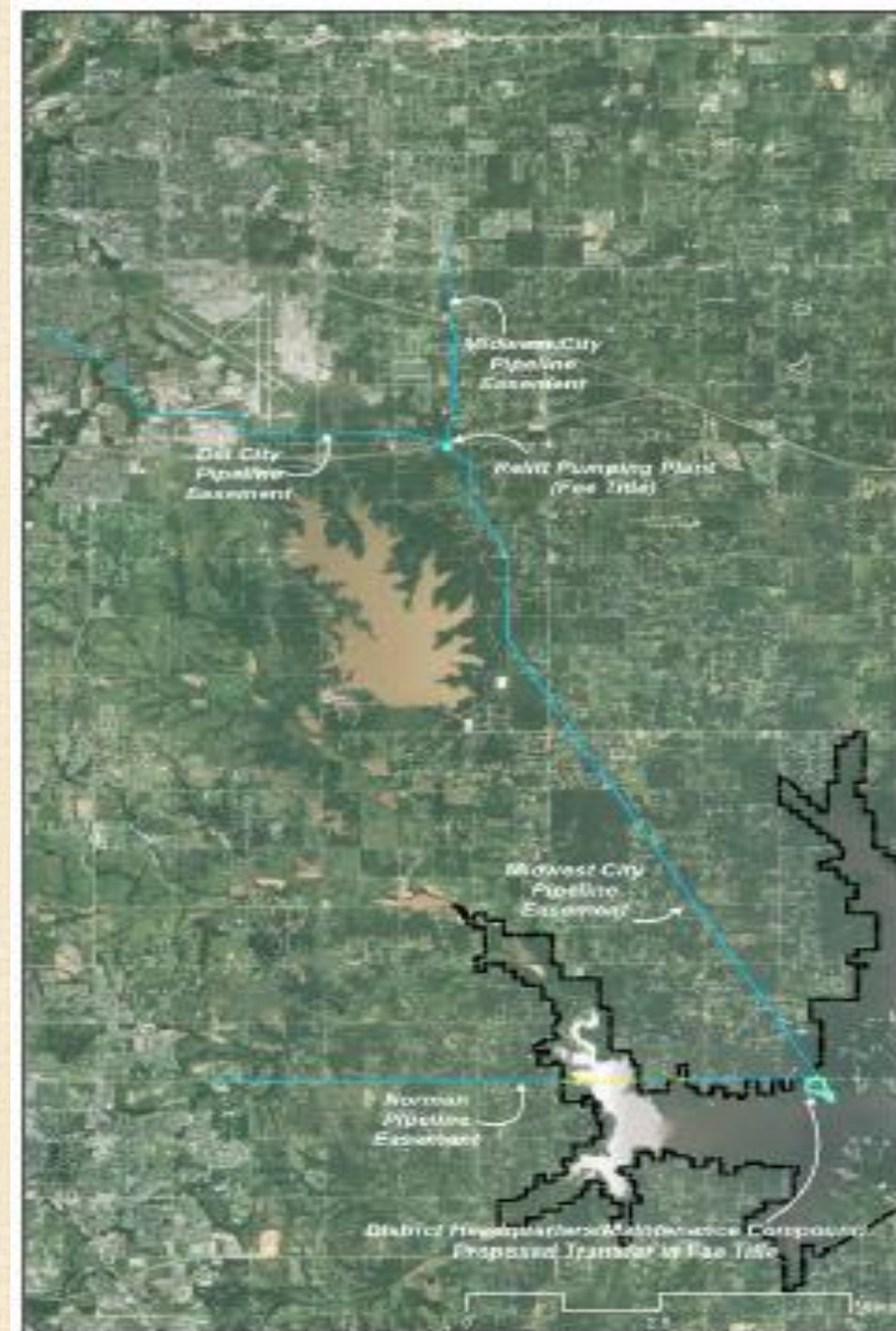
# Types of Facilities and Transfer

- **Single-purpose facilities** provide only one of the authorized project purposes
  - the M&I water delivery system, i.e. pumping plants, aqueducts, and the District office/maintenance compound
- Multi-purpose facilities provide more than one of the authorized project purposes
  - The dam and lands around support all four benefits
- **Partial title transfer** means taking title to anything less than the entire project (single or multi-purpose)
- Full title transfer means the entire project (single and multi-purpose)



# Locations of Single-Purpose Facilities for Proposed Transfer

- Pumping plant and office compound
- Relift pumping plant
- Norman, Relift, Del City and Midwest City aqueducts, infrastructure and associated easements
- 42.8 fee acres and 241.2 easement acres



# Detail of Single-Purpose Facilities For Proposed Transfer

- Relift facility and associated easements
- COMCD office, maintenance compound, pumping plant, boathouse
  - 40 acres
- Flowage easement below 1064.7' (maximum surface water elevation) are shown in purple
  - 17 acres
  - Preserve right of federal government to flood property during flood control and/or surcharge operations. Also preclude future construction.

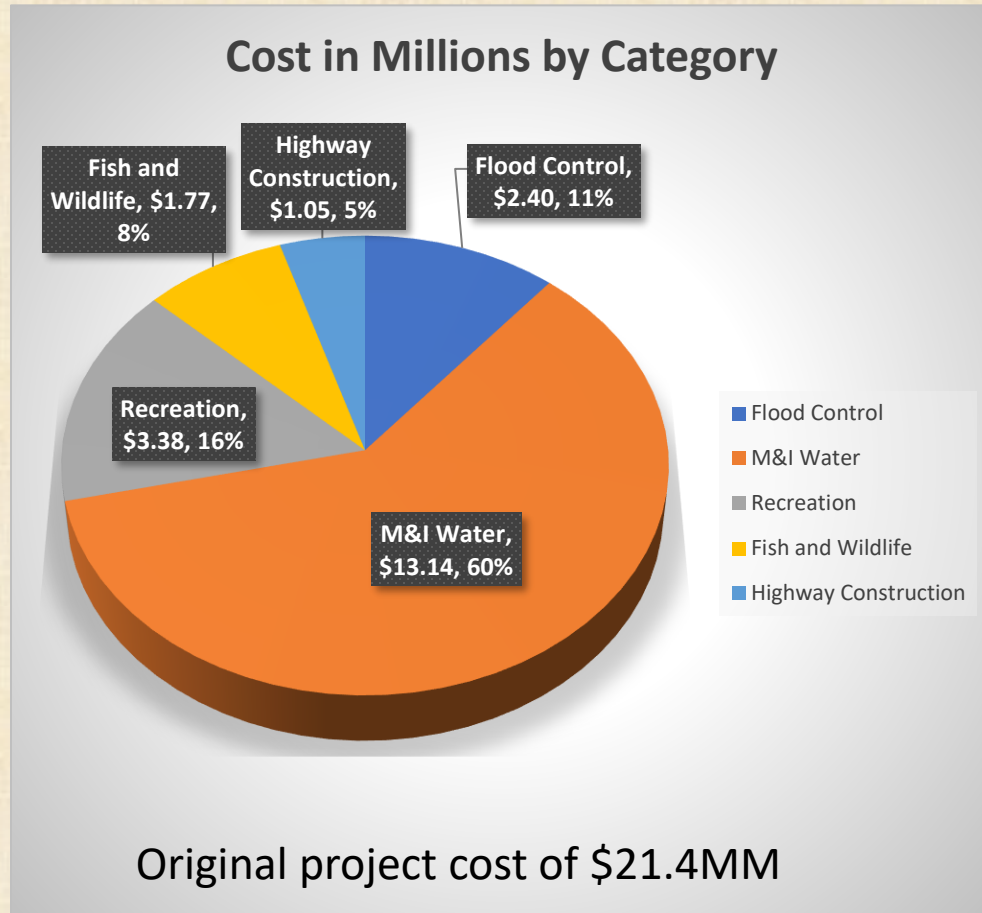


# Detail of Single-Purpose Facilities For Proposed Transfer

- All existing Norman aqueduct and associated easements
- Granting of new easements (shown in yellow) for pipeline portions that cross federal property that is multi-purpose and therefore fee title will remain with the United States
  - Approximately 31.4 acres



# Original Project Costs



- Majority of the costs are associated with the four authorized project purposes
- The three member cities, through the Central Oklahoma Master Conservancy District, paid for the construction costs attributable to the M&I water supply only
  - Includes cost of conveyance works
- Common misconception: The three cities paid for the lake
  - Only a portion of the cost
  - Recreation has been managed by the state since 1963
  - USACE control flood pool

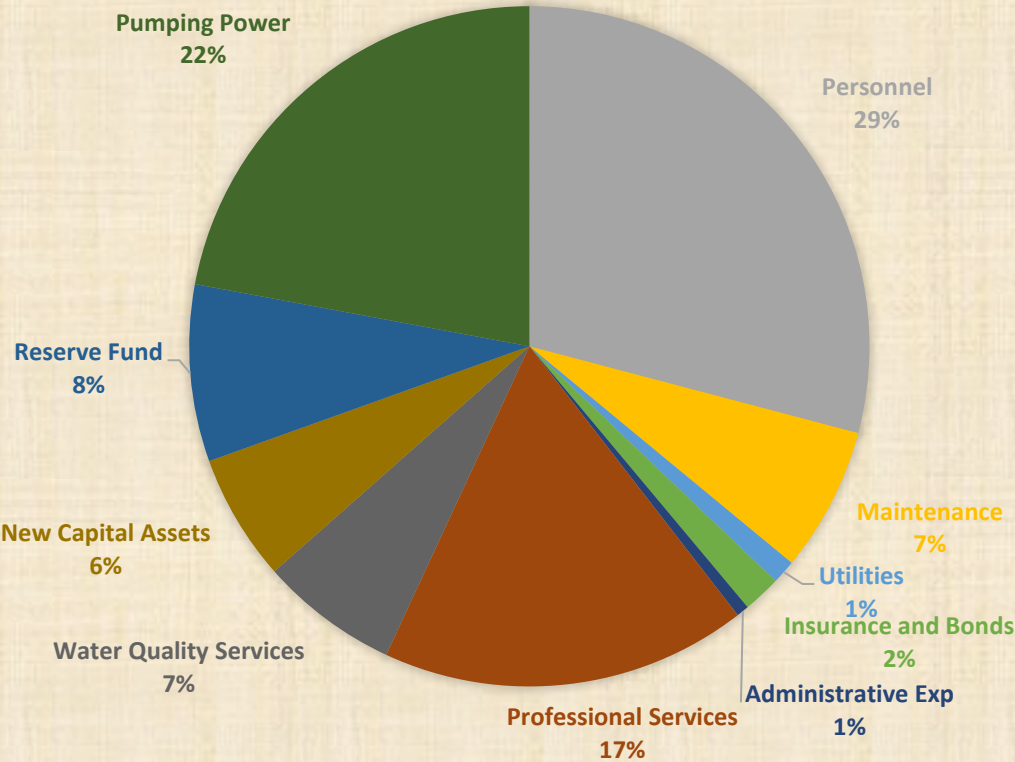
# Current Situation

- Repayment of \$20,567,815.18 completed in October of 2016 (including interest and credits) – 50-year payment schedule
  - All payments due to the federal government have been completed
- Federal relationship managed through the Bureau of Reclamation (BOR) – Most pertinent contracts:
  - **Contract No. 14-06-500-590 (1961, amended 1977) - “Basic Contract”**
  - Assignment Agreement No. 10-XX-6H-0051 between BOR, COMCD and OTRD (original contract in 1963)
  - Contract No. 169E640075 between BOR and COMCD for the delivery of temporary water

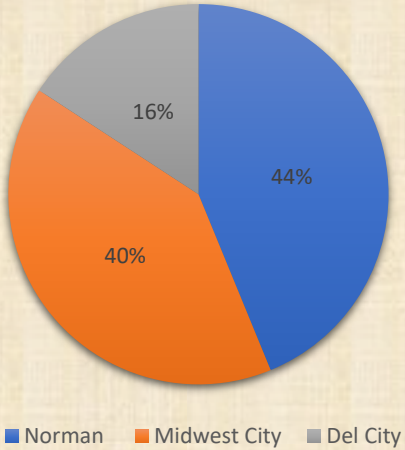
# Budgetary Considerations

# Budget Overview

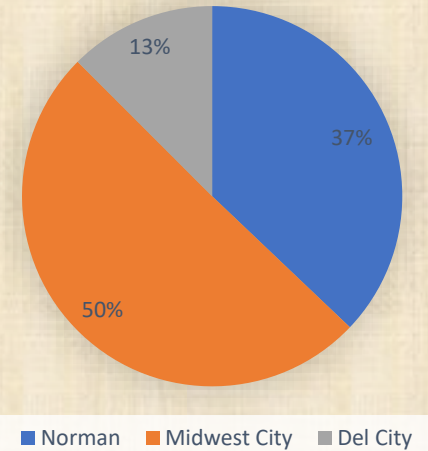
5-YEAR O&M AND PUMPING POWER BUDGET AVERAGES



O&M Funding



Pumping Power



No ongoing funding from BOR for O&M assets under consideration for partial title transfer

# Other Budgetary Obligations

- Energy Project
  - 2007/2009 DWSRF Loan (\$2,475,000)
  - Upgrades to equipment electronics and software management system
  - 100% of project cost and loan repayment borne proportionately by all 3 member cities (still ongoing for Del City and Norman)
- 2019 Del City Pipeline Replacement
  - 2019 DWSRF Loan (\$5,643,680)
  - 100% of Project costs borne proportionately by all 3 member cities
  - To date, have made interest payments only on the loan
  - Additional costs for engineering, project management and inspection services also proportionately borne by all 3 member cities (\$1,290,000)
- No **direct** federal monetary contributions for either project



# Other Funding Mechanisms

- While no monies are received for O&M of the single-purpose assets, it is important to understand how the BOR does support the Project overall
- The “Basic Contract” addresses cost-share mechanisms
  - None of which apply to the assets under consideration for title transfer
  - “The costs of any major replacements and construction, or unusual work on the dam and reservoir occasioned by act of God or major disaster shall be apportioned between the United States and the District.” (approx. 50%/50% for extraordinary maintenance)
  - 85% federal/15% District for dam safety repairs
- The Norman Project forewent future O&M monetary support in lieu of a reduced repayment obligation
- Funding opportunities also exist through grants or other authorities
  - For example, WaterSMART grants, fencing work reimbursement for materials, etc.
  - Not for single-purpose assets

# BOR Funding (2010-2020)

- \$2,730,157.72 total funding for COMCD projects or associated activities
- Examples include:
  - Indirect Potable Reuse Study (2011)
  - Fencing contracts (2012, 2013)
  - Firebreaks (2015)
  - Boathouse (2012)
  - Stilling Basin Repairs (2016)
  - Shoreline Erosion/Floating Wetlands Project (2017)
  - City of Norman: Hexavalent Chromium Removal, IPR Pilot, Watershed Management Grant (various)
  - Regulating gate repair (2019-2020)
- These monies would still be available if partial title transfer occurred
  - Projects that support more than one authorized purpose are typical ones funded

# “Line Item” Federal Budget Monies

- Even though there is no ongoing monies for O&M, the possibility of direct federal “line item” budgetary funding *currently* exists through congressional appropriation for the single-purpose facilities
  - If title is transferred, then opportunity ceases
- The Norman Project has not received any line item appropriations to our knowledge
- Example - Altus-Lugert (W.C. Austin Project)
  - Dam safety repairs needed (repair and raise the dikes, install new drainage)
  - 15% is the District’s cost-share
- Water Infrastructure Act of 2018 included language stating the Federal share of the operations and maintenance costs of the dikes shall be 100 percent

# Indirect Federal Support Related to Proposed Single-Purpose Transfer

- Routine Support
  - Facility Operations Support
    - Inspections relating to single-purpose facilities (AFRs and PSRs)
    - Review of engineering plans and specs for subdivision/construction designs adjacent to and crossing the pipelines
    - Approximate staff time and cost: 106 hours/year, \$13,250
  - Resource Management Support
    - Permit/Consent issuance for land use: utility crossings, driveway crossings, radio towers, subdivision development plan review, oil and gas exploration/production (land use agreements)
    - Trespass/encroachment issues
    - Identifying and providing land records to the District upon request
    - Approximate staff time and cost: 40 hours/year, \$5,000
- Unique/One-time Support
  - Del City Pipeline Project – Facility Operations and Resource Management Support
    - Approximate staff time and cost: 200 hours, \$25,000

# Liability and Insurance

# Liability

- The “Basic Contract” addresses liability
- “The District shall hold the United States, its officers, agents, and employees harmless as to any and all damages which may in any manner grow out of the care, operation, and maintenance of any of the project works by the District.”
  - Arguably, the federal government may never be completely held harmless in litigation either with title (with oversight role and as title holder) or without title (historic design, construction and oversight role)

# Liability/Cost Scenarios for Proposed Partial Title Transfer

- Maintenance
  - Motor goes out on pump Norman pump #2 at Plant – District pays
  - Checkboard Road surge tower needs to be repainted – District pays
  - Intake gate at lake pumping plant malfunctions and requires replacement – District pays
- Property
  - Lightning strikes electrical service panels at lake pumping plant – insurance by District
  - A fire destroys COMCD office building – insurance by District
  - Vandalism to Checkerboard surge tower – **not insured**
- Liability
  - Catwalk railing falls from lake pumping plant, killing one person – insurance by District
  - A rupture in the Del City pipeline floods 10 homes – **insurance by District**
  - Bobcat catches on fire and destroys a home – insurance by District

# Insurance Coverage

- Our insurance coverage is largely focused on the areas being considered for partial title transfer
- Our insurance coverage is as if we bear full responsibility for property coverage and liability
- Liability Coverage
  - \$1MM/incident, \$2MM aggregate
- Upcoming separate discussion on modifications to our coverage, including discussion of purchasing an umbrella liability policy beyond our General Liability limits



Oversight

# Prior Approvals and NEPA Review

- In addition to the oversight provided through the BOR's inspections, they also provide it to other actions at the Project
- Some actions require pre-approval or notification to ensure certain standards are being met
  - Examples: ground disturbance, tree removal, substantive changes in project operations, major modifications, erosion control (e.g., rip-rap), prescribed burns, aerial application of pesticides, use of drones, commercial filming or photography
- Some of these may trigger a National Environmental Policy Act review
  - Requires an assessment and disclosure of impacts of proposed federal actions
  - Also provides a compliance check
- Important to know:
  - Items considered routine O&M activities do not trigger NEPA review
  - Pipeline easements considered "already disturbed", therefore no State Historic Preservation Office consultation required which shortens review time

# Historical NEPA Reviews – Single Purpose Facilities

- 19 NEPA reviews for the assets under consideration for partial title transfer (since 1970) – 1 every 2.6 years
  - 17 reviews had an average evaluation time of 28 days
  - The remaining 2 went to the level of an “Environmental Assessment” (EA)
    - Partial Title Transfer and Del City Pipeline project
      - Average evaluation time for these was 127 days
- As mentioned previously, NEPA review provides a compliance check
  - Clean Water Act (including wetlands), Clean Air Act, State Historic Preservation Office (SHPO), Migratory Bird Treaty Act, Endangered Species Act, etc.
- Any future projects would need to comply with these laws, as well
  - Not being subject to NEPA does not absolve the District of compliance responsibility
- The EAs were subcontracted by COMCD, the remainder of the NEPA reviews were handled in-house by BOR

# Responsibilities to be Assumed

# Responsibilities to be Assumed: Cost and Time

- Facility Operations Support

- Associated Facility Reviews (AFRs) and Periodic Security Reviews (PSRs)
  - Every 3 years for AFRs and every 5 years for PSRs
- Plans and specs review (as needed)
- Options
  - Possible BOR agreement to continue AFR inspections: \$3,400/year or \$10,200/inspection
  - Possible opportunity for BOR to continue PSRs as a part of overall project PSR: \$2,040/year or \$10,200/inspection (likely less than this considering these facilities would only cover part of the total PSR work)
  - Engineering firm approximate cost for these activities:
    - AFRs: \$4,800/year or \$14,400/inspection
    - PSRs: \$2,880/year or \$14,400/inspection
    - Plans and specs review: \$16,000/year

# Responsibilities to be Assumed: Cost and Time

- Resource Management Programs
  - Permit/Consent issuance for land use: utility crossings, driveway crossings, radio towers, subdivision development plan review, oil and gas exploration/production (land use agreements)
    - BOR staff believes these are tasks we could take on and do internally
  - Trespass/encroachment issues
    - Would likely require the services of a property lawyer, at least on occasion
    - Estimated cost for attorney \$3,000
  - Additional COMCD staff time for these activities would be approximately 40-80 hours/year

# Total Estimated Additional Costs

Task	Annual Cost	Ten Year Cost
Associated Facility Reviews	\$3,400-\$4,800	\$30,600-\$43,200
Periodic Security Reviews	\$2,040-\$2,880	\$30,600-\$43,200
Plans and Specs Review	\$16,000	\$160,000
Property Lawyer	\$3,000	\$30,000
Cash Cost Total	\$24,440-\$26,680	\$251,200-\$276,400
Additional Staff Time	\$2,850-\$5,700	\$28,500-\$5,700

# Administrative/Regulatory Processes Needed Internally

- Regulations and processes to implement programs currently handled by BOR
  - Resource Management Programs
    - Permit/Consent issuance for land use: utility crossings, driveway crossings, radio towers, subdivision development plan review, oil and gas exploration/production (land use agreements)
      - Incorporation of existing federal regulations? 40CFR Part 429
      - Development of necessary forms, review checklists, etc.
    - Trespass/encroachment issues: if not already adequately addressed
- Compliance Assurance for significant projects and modifications
  - If NEPA no longer applicable, COMCD must ensure compliance with environmental laws solely



# Advantages/Disadvantages

- Advantages
  - Complete ownership and control of assets
  - Freedom to develop and modify without federal oversight
  - No current direct financial support for O&M; therefore no money lost
  - Monies that have been received in recent times COMCD would still be eligible
  - COMCD already assumes all the risk and liability for operations and maintenance
  - Technical and financial assistance programs (e.g., WaterSMART grants) the District and member cities would still be eligible
- Disadvantages
  - Loss of federal expertise on asset operation and maintenance (inspections)
  - Loss of future opportunities for federal “line item” monetary support for assets to be transferred
  - Additional costs for services that have been provided gratis previously
  - Additional administrative responsibilities and regulations/process to be developed; additional staff time
  - Risk profile arguably increased slightly, as federal government no longer title holder and partner
  - Oversight provides a level of risk mitigation
  - Successful partnership to date; relationship not broken

# Current Status

- Currently operating under a Memorandum of Agreement with BOR to perform required work for partial title transfer
  - NEPA Review: completed
  - Cultural Resource Compliance: completed
  - Hazardous Materials Survey: completed, but may need to be updated due to delay in transfer, but low level of effort required
  - Realty/Title Work: completed
  - Furnishing relevant documents to the District: Many documents have been provided and the remainder will be furnished once title is officially transferred
  - Development of Title Transfer Agreement: drafted previously, but not executed
  - Public and Stakeholder Participation: ongoing and participation has been requested, as appropriate

# Next Steps for Partial Title Transfer

- Finalize Title Transfer Agreement
- Approve via Board Resolution
- BOR prepares a Title Transfer package to submit to Congress
- Congress will have 90 days to review the proposed transfer, but no Congressional action is required unless they oppose the transfer
- Reclamation and the District will finalize the transfer; title documents will be recorded with the county; and all relevant documents will be provided to COMCD

Item D.3

**MINUTES OF REGULAR BOARD MEETING**  
**CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT**  
**Thursday, September 3, 2020**

In accordance with Senate Bill 661, which temporarily modified the Open Meeting Act as approved by Governor Stitt on March 18, 2020, the Central Oklahoma Master Conservancy District hosted a virtual meeting option for the Regular Board Meeting on September 3, 2020 at 6:30 P.M. using the following options:

Teleconference dial in number 1-877-309-2073, access code 689-104-501

Videoconference <https://global.gotomeeting.com/join/689104501> , access code 689-104-501

**A. Call to Order**

President Amanda Nairn called the meeting to Order at 6:30 pm.

Roll Call:

Board Members Present:

President Amanda Nairn (videoconference)  
Vice President Casey Hurt (videoconference)  
Treasurer Jann Knotts (videoconference)  
Secretary Michael Dean (videoconference)  
Board Member Roger Frech (videoconference)  
Board Member Kevin Anders (videoconference)  
Board Member William Janacek (videoconference)

Board Members Absent:

None

Staff Present:

Kyle Arthur, General Manager  
Kelley Metcalf, Administrative Assistant  
Tim Carr, Operations & Maintenance Supervisor

Callers Announced:

Alan Swartz, Geri Wellborn, Mark Roberts, Cole Niblett, Dean Couch

**B. Statement of compliance with Open Meeting Act**

Kelley Metcalf, Administrative Assistant, stated the notice of the monthly board meeting had been posted in compliance with the Open Meeting Act.

**C.1. Status report of the Del City Pipeline Project from Alan Plummer Associate's, Inc. (Alan Swartz, Oklahoma Area Leader)**

Alan Swartz reported work on Line 2- minimal work done on dressing disturbed areas. Line 3- the contractor has installed the remaining 24-inch ductile iron pipe between stations 198+20 and 231+58. This completes the installation of DI pipe with the exception of the necessary tie-ins and a few sticks at the relief pump station. The contractor is currently filling Line #3 from approximately Station 154+00 to 231+58 for pressure testing. The

contractor has begun installation of the air release and blow-off vaults along Line#3. The team met with Aegion after the last construction meeting to go through sequencing for the trenchless sections of the project and subsequently began meeting with property owners that may be directly affected by the construction.

Before proceeding with the remainder of the agenda, President Nairn explained the reason behind the Agenda being amended. At the August Board Meeting Mr. Lockard was requested to gather information regarding bond funds and present at the September Board Meeting. In researching an Investment Policy was discovered. However, that Policy is ten years old. Additional research and review are needed before discussion of bond funds takes place.

**D.2. Consideration and possible approval of minutes of the Regular Board Meeting held on Thursday, August 6, 2020**

There was no discussion. Michael Dean made a motion to approve the August 6, 2020 Regular Board Meeting minutes seconded by Casey Hurt.

Roll call vote:

President Amanda Nairn	Yes
Vice President Casey Hurt	Yes
Treasurer Jann Knotts	Yes
Secretary Michael Dean	Yes
Member William Janacek	Yes
Member Roger Frech	Yes
Member Kevin Anders	Yes

Motion Passed

**D.3. Consideration and possible approval of financial statements for operating account for July 2020**

It was discussed that this was an amended financial statement from the one previous posted and sent out. The change was that the original balance sheet for July had combined Norman's and Midwest City's annual assessment into one line item, code 1906. These were separated correctly (1906 and 1910) by the accountant in the amended version. Treasurer Knotts also noted that the long-term liability on the Del City Pipeline project increased from \$1,539,477.43 to \$2,109,225.09. Additionally, President Nairn mentioned the boat dock rent was \$0 for the month of July. Kelley Metcalf verified July's payment was received on 8/8/2020 and the August payment would be coming soon. Jann Knotts made a motion seconded by Roger Frech to approve the July 2020 financials.

Roll call vote:

President Amanda Nairn	Yes
Vice President Casey Hurt	Yes
Treasurer Jann Knotts	Yes
Secretary Michael Dean	Yes
Member William Janacek	Yes

Member Roger Frech Yes  
Member Kevin Anders Yes

Motion Passed

**D.4. Consideration and possible approval of Annual Report for FY 19-20**

As required by Title 82, Section 649, Oklahoma Statutes, the District Board of Directors submits an annual report to the Cleveland County Court. Casey Hurt made a motion seconded by Michael Dean to approve the Annual Report for FY 19-20 to be filed at the Cleveland County Court by Dean Couch, District Legal Counsel. President Nairn remarked how much the District and Board had accomplished in a year with so many changes and challenges and she complimented the Board and staff.

Roll call vote:

President Amanda Nairn Yes  
Vice President Casey Hurt Yes  
Treasurer Jann Knotts Yes  
Secretary Michael Dean Yes  
Member William Janacek Yes  
Member Roger Frech Yes  
Member Kevin Anders Yes

Motion Passed

**D.5. Consideration and possible approval of declaration of surplus equipment**

Staff recommended the items listed in the surplus equipment list, as provided to the Board and in the packet, be declared surplus. General Manager Kyle Arthur reminded the Board that the District periodically assesses their equipment on-hand and deems items surplus. Additionally, the emphasis will be on renting equipment as needed, rather than using something so infrequently that it sits and takes more time and money to get it back in good working order. He also commented that this list was developed by Tim Carr with input from staff. Roger Frech made a motion seconded by William Janacek to declare the listed items as surplus.

Roll call vote:

President Amanda Nairn Yes  
Vice President Casey Hurt Yes  
Treasurer Jann Knotts Yes  
Secretary Michael Dean Yes  
Board Member William Janacek Yes  
Board Member Roger Frech Yes  
Board Member Kevin Anders Yes

Motion Passed

**D.6. Consideration and possible approval increasing the General Manager's check writing authority for payment of claims to Matthews Trenching for Del City Pipeline Project**

On August 7, 2014, the Board approved an increase to the General Manager's check writing authority to \$35,000 (up from \$5,000) for the payment of claims. Additionally, the Board authorized his check writing authority to include the payment of utilities that may exceed that amount. The Del City Pipeline Project amounts, payable to Matthews Trenching, exceed the \$35,000 limit. The General Manager commented that the process to get payments approved (Matthews, Plummer Associates, DEQ and then OWRB) takes some time and it would help make the process more efficient by not having to obtain a Board officer signature for those checks going to Matthews Trenching. He also reported that the Board bylaws do not specifically address check writing authority but gives broad ability for the Board to delegate such matters to the General Manager. This action, if approved, would be consistent with the bylaws. Vice President Hurt recommended a review of all financial practices and identification of any opportunities for additional efficiencies. Michael Dean made a motion seconded by Jann Knotts to approve the General Manager's check writing authority of payment of claims to Matthews Trenching for the duration of the Del City Pipeline Project.

Roll call vote:

President Amanda Nairn	Yes
Vice President Casey Hurt	Yes
Treasurer Jann Knotts	Yes
Secretary Michael Dean	Yes
Board Member William Janacek	Yes
Board Member Roger Frech	Yes
Board Member Kevin Anders	Yes

Motion Passed

#### E.7. General Manager's Report:

- Held interviews for Maintenance Supervisor position. Tim Carr chosen as permanent Supervisor.
- Shoreline Erosion/Wetlands Project
- Data collection is continuing the wetlands.
- ODWC performed a fish survey around the wetlands in comparison to the control point for data collection and results were positive. On average there are 5x more species and quantities of fish life around the floating wetlands.
- Completed paperwork for access to ASAP and SAM for BOR reimbursement of Wetland Costs as per the agreement between the District and the Bureau of Reclamation.
- August 13th and 14th, Kyle and Tim toured two other Master Conservancy Districts (Arbuckle and Mountain Park) to better understand similarities and functions. Discussed budget, employee pay and benefits, title transfer, equipment inventory, etc.
- Held staff meetings with entire District team to discuss equipment needs, possible surplus equipment that is no longer needed and spare components to ensure full functionality of COMCD's mission.
- Replaced worn drive shaft on Pump 5 (going to Relift). Motor is back in full operational status.
- BOR Visits
- BOR completed gate inspections following the re-coating of the repaired gate from last year. Additionally, the BOR inspected the other gate to ensure no damage was occurring.
- BOR also completed full gate exercise for all gates (Emergency and Regulating)
- In accordance with BOR's O&M recommendations, a dehumidifier was ordered for gate house cellar to reduce corrosion



- Began ordering of approved New Capital Assets for FY 20-21.
- Global Production Systems (GPS) toured the facility as a possible local vendor for equipment at the Pumping Plant, as well as at the Relift station.
- Two employees completed License Renewal Training to retain their Class C Operator license.
- Held monthly Construction Progress Meeting for the Del City Pipeline Project.
- Alliance Maintenance performed Sanitation Cleaning of Office Headquarters.
- August 11th, Aflac visited the office for insurance information and inquiries
- August 24th, American Fidelity did the same. (Current Provider)
- New phone system installed
- Continued work on Budgeting Policy. Currently evaluating equipment need and schedule of replacement for 10-year horizon.
- Received recommendations from Watkins Insurance Agency audit. Will have Tanner Watkins present at an upcoming Board meeting.
- Continued work on Title Transfer presentation. Plan to have as discussion item at the October Board meeting.
- Working on an analysis of pay and benefits for District employees. Plan to make a presentation and recommendations to the Board in the near future.

The following items did not make it on the report but were discussed:

- The Capstone Project is still on, based as of now. Received proposal from Dr. Nairn & Dr. Knox.
- OWRB has reviewed their proposal and is preparing a new proposal. These two could be complimentary to each other.
- Planning on attending an Oklahoma Association of Reclamation Project meeting on Sept. 10-11 at Quartz Mountain.
- FY 19-20 annual audit by Finley & Cook set to begin October.

President Nairn said the plan for the partial title transfer presentation would be to present to each member city and their Board representatives following the October presentation to the entire Board.

#### **E.8. Legal Counsel Report:**

Dean Couch briefly reported on his activities over the last month. Those included:

- Filed Oaths, at Cleveland County Court, on behalf of Jann Knotts and Casey Hurt on reappointment to the Board.
- Participated in two conference calls, with Kyle Arthur, regarding Title Transfer presentation.

#### **E.9. New business (any matter not known prior to the meeting and which could not have been reasonably foreseen prior to the posting of the Agenda)**

Michael Dean asked if there was any significant rise or damage from this week's heavy rain/storm. Tim Carr stated the lake rose 7 inches but is still 6 inches below flood pool, and no damage to report. Casey Hurt asked if the District needs to do anything to continue having virtual videoconference meetings. State Bill # 661 is in effect until November 15th or the Governor declaring the state of emergency to be terminated, whichever occurs first. President Nairn requested the Board to email her with personal preferences. The annual fish fry will not occur due to COVID-19. In lieu of the fish fry, the General Manager will compose a Newsletter. Discussion was held that when conditions allow returning to an annual event, we should consider doing so. Draft minutes

will be emailed to Board members as soon as they are available and posted on the District website. President Nairn said it was her intention to reach out to Board Members, the Monday before the Friday that the Packet is emailed, to inquire if anyone has an item to be placed on the Agenda.

**F. Adjourn**

Michael Dean made a motion seconded by Casey Hurt to adjourn.

Roll call vote:

President Amanda Nairn	Yes
Vice President Casey Hurt	Yes
Treasurer Jann Knotts	Yes
Secretary Michael Dean	Yes
Member William Janacek	Yes
Member Roger Frech	Yes
Member Kevin Anders	Yes

Motion Passed

The meeting adjourned at 7:30 PM

DRAFT

Item D.4.

## CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT

Balance Sheet

As of August 31, 2020

	Aug 31, 20	Jul 31, 20	\$ Change
<b>ASSETS</b>			
Current Assets			
Checking/Savings			
1023-BANCFIRST #3940 & #0014	2,268,281.69	2,413,214.71	-154,933.02
1051-BANCFIRST #8204 (AT MKT)	4,173,739.78	4,127,147.92	46,591.86
Total Checking/Savings	6,442,021.47	6,540,362.63	-108,341.16
Accounts Receivable			
1900-ASSESSMENTS RECEIVABLE	198,853.27	198,853.27	0.00
1901-DEL CITY	65,625.00	65,625.00	0.00
1902-OPERATIONS AND MAINTENANCE			
1903-POWER	264,478.27	264,478.27	0.00
Total 1901-DEL CITY			
1905-MIDWEST CITY	508,460.26	508,460.26	0.00
1906-OPERATIONS AND MAINTENANCE	264,600.00	264,600.00	0.00
1907-POWER			
Total 1905-MIDWEST CITY	773,060.26	773,060.26	0.00
1908-NORMAN			
1910-OPERATIONS AND MAINTENANCE	551,251.47	551,251.47	0.00
1911-POWER	194,775.00	194,775.00	0.00
Total 1909-NORMAN	746,026.47	746,026.47	0.00
Total 1900-ASSESSMENTS RECEIVABLE	1,783,565.00	1,783,565.00	0.00
Total Accounts Receivable	1,783,565.00	1,783,565.00	0.00
Other Current Assets			
1920-(BANCFIRST)-DWSRF ESCROW	40,905.91	32,772.89	8,133.02
1951-DWSRF REPYMT DUE-CURRENT	48,813.20	56,689.88	-7,876.68
Total Other Current Assets	89,719.11	89,462.77	256.34
Total Current Assets	8,305,305.59	8,413,390.40	-108,084.82
Fixed Assets			
2000-WATER SUPPLY ASSETS			
BUILDING AND STRUCTURES	54,811.23	54,811.23	0.00
DAM AND RESERVOIR	4,680,177.00	4,680,177.00	0.00
EQUIPMENT AND FENCE	31,209.74	31,209.74	0.00
NEW DEL CITY PIPELINE	3,658,640.11	2,903,016.97	756,623.14
PIPELINE	3,402,225.92	3,402,225.92	0.00
PUMPING PLANT	1,546,837.67	1,546,837.67	0.00
Total 2000-WATER SUPPLY ASSETS	13,374,901.67	12,618,276.53	756,623.14
2010-TRANSFERRED FROM BUREC			
OFFICE FURNITURE & FIXTURES	1,326.00	1,326.00	0.00
SHOP TOOLS	853.00	853.00	0.00
Total 2010-TRANSFERRED FROM BUREC	2,179.00	2,179.00	0.00
2020-OTHER PURCHASED ASSETS			
BUILDINGS,STRUCTURES & ROADS	2,060,361.87	2,060,361.87	0.00
OFFICE EQUIPMENT	99,280.89	99,280.89	0.00
PLANT AND DAM EQUIPMENT	5,055,576.55	5,052,092.56	3,483.99
VEHICLES AND BOATS	734,922.67	734,922.67	0.00
Total 2020-OTHER PURCHASED ASSETS	7,950,141.98	7,946,657.99	3,483.99
2030-ALLOWANCE FOR DEPRECIATION			
Total 2030-ALLOWANCE FOR DEPRECIATION	-9,397,149.11	-9,364,001.42	-33,147.69
Total Fixed Assets	11,930,073.54	11,203,114.10	726,959.44
Other Assets			
DWSRF REPAYMENTS-NONCURRENT	520,802.36	520,802.36	0.00
Total Other Assets	520,802.36	520,802.36	0.00
<b>TOTAL ASSETS</b>	<b>20,756,181.48</b>	<b>20,137,306.86</b>	<b>618,874.62</b>
<b>LIABILITIES &amp; EQUITY</b>			
Liabilities			
Current Liabilities			
Accounts Payable			
4000-CURRENT CLAIMS PAYABLE	25,077.23	35,283.47	-10,206.24
Total Accounts Payable	25,077.23	35,283.47	-10,206.24
Other Current Liabilities			
4002-DWSRF INTEREST PAYABLE	897.21	897.21	0.00
4010-PAYROLL DEDUCTIONS			
4012-FWIT PAYABLE	-4,590.75	0.00	-4,590.75
4014-RETIREMENT PLAN PAYABLE	5,420.01	4,920.01	500.00
4016-GROUP INSURANCE PAYABLE	775.56	775.56	0.00
Total 4010-PAYROLL DEDUCTIONS	1,604.82	5,695.57	-4,090.75
4017-COMPENSATED ABSENCES	17,150.38	17,150.38	0.00
4019-CONTRACTS-DUE WITH 1 YEAR			
4019.3-DWSRF CURRENT PYMTS	94,428.05	94,428.05	0.00
Total 4019-CONTRACTS-DUE WITH 1 YEAR	94,428.05	94,428.05	0.00
Total Other Current Liabilities	114,080.46	118,171.21	-4,080.75
Total Current Liabilities	139,157.69	153,454.68	-14,296.99
Long Term Liabilities			
4020-CONTRACTS PAYABLE			
4055-DWSRF PAYMENTS	520,802.36	520,802.36	0.00
4075-SUBSEQUENT PAYMENTS	2,809,338.75	2,108,225.09	700,113.66
Total 4055-DWSRF PAYMENTS	3,330,141.11	2,630,027.45	700,113.66
4080-NEW DEL CITY PIPELINE LOAN			
Total 4020-CONTRACTS PAYABLE	3,330,141.11	2,630,027.45	700,113.66
Total Long Term Liabilities	3,469,298.80	2,783,482.13	686,816.67
Total Liabilities	3,469,298.80	2,783,482.13	686,816.67
Equity			
4802-BOR MANDATED MAINTRESERVE	50,000.00	50,000.00	0.00
4803-RESTRICTED-CAP IMPRVEMENTS	400,000.00	400,000.00	0.00
4806.5 UNRESTRICTED SURPLUS			
4807-UNRESTRICTED SURPLUS	15,210,950.06	15,210,950.06	0.00
Total 4806.5 UNRESTRICTED SURPLUS	15,210,950.06	15,210,950.06	0.00
Net Income	1,625,932.62	1,692,874.67	-66,942.05
Total Equity	17,286,882.68	17,353,824.73	-66,942.05
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>20,756,181.48</b>	<b>20,137,306.86</b>	<b>618,874.62</b>

CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT  
BANCFIRST #3940 & # 0014 ACTIVITY

August 2020

Type	Date	Num	Name	Memo	Split	Amount	Balance
<b>1023-BANCFIRST #3940 &amp; #0014</b>							
Deposit	8/10/2020			Deposit		2,176.08	2,176.08
Bill Pmt -Check	8/6/2020			Boat dock		600.00	2,776.08
Deposit	8/26/2020			Deposit		5,998.60	8,774.68
Deposit	8/19/2020			return service org		67.62	8,842.30
Check	8/3/2020			4821-MISCELLANEOUS RE...		-81.27	8,761.03
Deposit	8/31/2020			5401-OFFICE SUPPLIES, M...		36.93	8,797.96
Check	8/21/2020			5401-OFFICE SUPPLIES, M...		-67.62	8,730.34
Check	8/26/2020			4923-BANK INTEREST, IN...		222,036.37	290,363.71
Transfer	8/26/2020			5401-OFFICE SUPPLIES, M...		478,398.69	768,444.00
Transfer	8/26/2020			4080-NEW DEL CITY PIPEL...		-1,133.02	684,147.01
Check	8/7/2020			4012-FWIT PAYABLE		-8,181.27	666,013.99
Deposit	8/4/2020			1925-BANCFIRST-DOWSRF...		-24,103.23	666,495.26
Bill Pmt -Check	8/4/2020			5401-OFFICE SUPPLIES, M...		662,392.03	662,392.03
Bill Pmt -Check	8/4/2020			4000-CURRENT CLAIMS PA...		-1,374.00	651,211.79
Bill Pmt -Check	8/6/2020			4000-CURRENT CLAIMS PA...		-9,808.24	651,211.79
Bill Pmt -Check	8/6/2020			4000-CURRENT CLAIMS PA...		-233.17	650,978.62
Bill Pmt -Check	8/6/2020			4000-CURRENT CLAIMS PA...		-2,233.00	648,745.62
Bill Pmt -Check	8/6/2020			4000-CURRENT CLAIMS PA...		-6,448.36	642,297.26
Bill Pmt -Check	8/6/2020			4000-CURRENT CLAIMS PA...		-217.50	642,079.76
Bill Pmt -Check	8/6/2020			4000-CURRENT CLAIMS PA...		-250.00	641,827.76
Bill Pmt -Check	8/6/2020			4000-CURRENT CLAIMS PA...		-2,316.31	639,511.45
Bill Pmt -Check	8/6/2020			4000-CURRENT CLAIMS PA...		-60.45	639,451.00
Bill Pmt -Check	8/6/2020			4000-CURRENT CLAIMS PA...		-9,487.50	629,963.50
Bill Pmt -Check	8/6/2020			4000-CURRENT CLAIMS PA...		-97.32	629,866.18
Bill Pmt -Check	8/6/2020			4000-CURRENT CLAIMS PA...		-2,724.48	627,141.70
Bill Pmt -Check	8/6/2020			4000-CURRENT CLAIMS PA...		-1,860.00	625,281.70
Bill Pmt -Check	8/6/2020			4000-CURRENT CLAIMS PA...		-3,968.14	620,980.90
Bill Pmt -Check	8/6/2020			4000-CURRENT CLAIMS PA...		-32.96	620,947.94
Bill Pmt -Check	8/6/2020			4000-CURRENT CLAIMS PA...		-88.16	620,859.78
Bill Pmt -Check	8/6/2020			4000-CURRENT CLAIMS PA...		-29.28	620,830.50
Bill Pmt -Check	8/6/2020			4000-CURRENT CLAIMS PA...		-236.00	620,594.50
Bill Pmt -Check	8/6/2020			4000-CURRENT CLAIMS PA...		-911.26	620,311.16
Bill Pmt -Check	8/6/2020			4000-CURRENT CLAIMS PA...		-12,000.00	608,311.16
Bill Pmt -Check	8/11/2020			4000-CURRENT CLAIMS PA...		-7,320.00	599,991.90
Bill Pmt -Check	8/11/2020			4000-CURRENT CLAIMS PA...		-513.84	599,478.06
Bill Pmt -Check	8/11/2020			4000-CURRENT CLAIMS PA...		-125.00	599,353.06
Bill Pmt -Check	8/12/2020			4000-CURRENT CLAIMS PA...		-3,670.82	595,682.24
Bill Pmt -Check	8/13/2020			4000-CURRENT CLAIMS PA...		-27.28	595,654.96
Bill Pmt -Check	8/17/2020			4000-CURRENT CLAIMS PA...		-84.00	595,570.96
Bill Pmt -Check	8/19/2020			4000-CURRENT CLAIMS PA...		-369.38	595,201.58
Bill Pmt -Check	8/19/2020			4000-CURRENT CLAIMS PA...		-988.59	594,212.99
Bill Pmt -Check	8/21/2020			4000-CURRENT CLAIMS PA...		-2,485.00	591,727.99
Bill Pmt -Check	8/21/2020			4000-CURRENT CLAIMS PA...		0.00	591,727.99
Bill Pmt -Check	8/21/2020			4000-CURRENT CLAIMS PA...		-16,265.23	575,462.76
Bill Pmt -Check	8/21/2020			4000-CURRENT CLAIMS PA...		-222,033.37	349,917.67
Bill Pmt -Check	8/21/2020			4000-CURRENT CLAIMS PA...		-478,080.29	-128,162.62
Bill Pmt -Check	8/21/2020			4000-CURRENT CLAIMS PA...		-8,628.85	-135,791.47
Bill Pmt -Check	8/21/2020			4000-CURRENT CLAIMS PA...		-9,450.80	-145,242.27
Bill Pmt -Check	8/21/2020			4000-CURRENT CLAIMS PA...		-460.00	-145,702.27
Bill Pmt -Check	8/21/2020			4000-CURRENT CLAIMS PA...		-523.36	-146,225.63
Bill Pmt -Check	8/25/2020			4000-CURRENT CLAIMS PA...		-195.00	-146,420.63
Bill Pmt -Check	8/25/2020			4000-CURRENT CLAIMS PA...		-7,360.00	-153,780.63
Bill Pmt -Check	8/25/2020			4000-CURRENT CLAIMS PA...		-1,088.27	-154,868.90
Bill Pmt -Check	8/25/2020			4000-CURRENT CLAIMS PA...		-154,933.02	-309,801.92
<b>TOTAL</b>							<b>-154,933.02</b>

09/04/20

CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT  
CURRENT CLAIMS PAYABLE

As of August 31, 2020

Current	Num	Name	Split	Open Balance
1		NET PAYROLL		23,728.23
1		OKLAHOMA TAX COMMISSION		1,349.00
<b>Total Current</b>				<b>25,077.23</b>
> 0				

ACCOUNTANT'S NOTES

- Boat dock rent received for the month was \$600.00

Del City pipeline costs for the month were \$756,623.14  
Year to date Del City pipeline costs are \$762,135.64

Monthly advances on the Del City Pipeline loan were \$700,113.56  
Year to date Del City pipeline loan advances are \$1,269,861.22

Other fixed asset acquisitions during the month:

- Gate dehumidifier \$988.89
- Air Jacking Bar \$2,495.00

Year to date other fixed asset acquisitions total \$3483.89  
Budgeted asset acquisitions for FYE '21 total \$43,000.00

The preparer of these statements is not a "public accountant", and they are not intended for third party reliance.

**CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT**  
**Profit & Loss YTD Comparison**

August 2020

	Aug 20	Jul 20	Jul - Aug 20
<b>Income</b>			
4900-ASSESSMENTS			
4901-MUNI SHARE, OPERATING COST			
4902-DEL CITY	0.00	198,853.27	198,853.27
4903-MIDWEST CITY	0.00	508,460.26	508,460.26
4904-NORMAN	0.00	551,251.47	551,251.47
<b>Total 4901-MUNI SHARE, OPERATING COST</b>	<b>0.00</b>	<b>1,258,565.00</b>	<b>1,258,565.00</b>
4905-MUNI SHARE, POWER			
4906-DEL CITY	0.00	65,625.00	65,625.00
4907-MIDWEST CITY	0.00	264,600.00	264,600.00
4908-NORMAN	0.00	194,775.00	194,775.00
<b>Total 4905-MUNI SHARE, POWER</b>	<b>0.00</b>	<b>525,000.00</b>	<b>525,000.00</b>
<b>Total 4900-ASSESSMENTS</b>	<b>0.00</b>	<b>1,783,565.00</b>	<b>1,783,565.00</b>
4920-OTHER REVENUES			
4921-MISCELLANEOUS RECEIPTS	600.00	0.00	600.00
4923-BANK INTEREST INCOME	3,076.17	19.25	3,095.42
4925-DWSRF INTEREST INCOME	298.00	298.00	596.00
4930-SECURITIES VALUE ADJUSTS	43,552.62	0.00	43,552.62
<b>Total 4920-OTHER REVENUES</b>	<b>47,526.79</b>	<b>317.25</b>	<b>47,844.04</b>
<b>Total Income</b>	<b>47,526.79</b>	<b>1,783,882.25</b>	<b>1,831,409.04</b>
<b>Expense</b>			
5000-PERSONNEL			
5000-1-EMPLOYEES' WAGES	38,066.92	38,066.92	76,133.84
5009-EMPLOYEES' RETIREMENT	3,763.35	3,717.38	7,480.73
5011-PAYROLL TAXES	2,912.12	2,912.12	5,824.24
5012-TRAINING, EDUCATION&TRAVEL	235.00	25.00	260.00
5013-UNIFORM & BOOTS ALLOWANCE	258.26	0.00	258.26
5014-EMPLOYEE HEALTH, ETC, INS.	4,084.70	4,073.26	8,157.96
5018-TEMPORARY HELP	399.00	1,365.00	1,764.00
<b>Total 5000-PERSONNEL</b>	<b>49,719.35</b>	<b>50,159.68</b>	<b>99,879.03</b>
5100-MAINTENANCE			
5101-PLANT& DAM R&M, SUPPLIES	404.14	94.68	498.82
5103-VEHICLE OPS, R&M	2,060.88	1,492.50	3,553.38
5106-EQUIPMENT R&M, RENTAL	1,361.16	1,734.63	3,095.79
<b>Total 5100-MAINTENANCE</b>	<b>3,826.18</b>	<b>3,321.81</b>	<b>7,147.99</b>
5200-UTILITIES			
5201-TELEPHONE,PAGING,IT SERVIC	2,223.00	2,071.86	4,294.86
5204-ELECTRICITY	116.96	0.00	116.96
5206-WASTE REMOVAL	97.32	0.00	97.32
<b>Total 5200-UTILITIES</b>	<b>2,437.28</b>	<b>2,071.86</b>	<b>4,509.14</b>
5400-ADMINISTRATIVE EXPENSE			
5401-OFFICE SUPPLIES, MATERIALS	1,649.22	1,866.01	3,517.23
<b>Total 5400-ADMINISTRATIVE EXPENSE</b>	<b>1,649.22</b>	<b>1,868.01</b>	<b>3,517.23</b>
5500-PROFESSIONAL SERVICES			
5501-LEGAL	3,745.00	0.00	3,745.00
5502-ACCOUNTING AND AUDIT	480.00	480.00	960.00
5511-WETLAND-SHORELINE STABILIZ	7,064.12	0.00	7,064.12
<b>Total 5500-PROFESSIONAL SERVICES</b>	<b>11,289.12</b>	<b>480.00</b>	<b>11,769.12</b>
5600-WATER QUALITY SERVICES			
5601-STREAM GAUGING (OWRB)	12,400.00	0.00	12,400.00
<b>Total 5600-WATER QUALITY SERVICES</b>	<b>12,400.00</b>	<b>0.00</b>	<b>12,400.00</b>
6000-DEPRECIATION			
<b>Total Expense</b>	<b>114,468.84</b>	<b>91,007.58</b>	<b>205,476.42</b>
<b>Net Income</b>	<b>-66,942.05</b>	<b>1,692,874.67</b>	<b>1,625,932.62</b>

## CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT

Profit & Loss Budget vs. Actual  
July through August 2020

	Jul - Aug 20	Budget	\$ Over Budget
Income			
4900-ASSESSMENTS			
4901-MUNI SHARE, OPERATING COST	198,853.27	198,853.27	0.00
4902-DEL CITY	508,460.26	508,460.26	0.00
4903-MIDWEST CITY	551,251.47	551,251.47	0.00
4904-NORMAN			
Total 4901-MUNI SHARE, OPERATING C...	1,258,565.00	1,258,565.00	0.00
4905-MUNI SHARE, POWER			
4906-DEL CITY	65,625.00	65,625.00	0.00
4907-MIDWEST CITY	264,600.00	264,600.00	0.00
4908-NORMAN	194,775.00	194,775.00	0.00
Total 4905-MUNI SHARE, POWER	525,000.00	525,000.00	0.00
Total 4900-ASSESSMENTS	1,783,565.00	1,783,565.00	0.00
4920-OTHER REVENUES			
4921-MISCELLANEOUS RECEIPTS	600.00		
4923-BANK INTEREST INCOME	3,065.42		
4925-DWSRF INTEREST INCOME	596.00		
4930-SECURITIES VALUE ADJUSTS	43,552.62		
Total 4920-OTHER REVENUES	47,844.04		
Total Income	1,831,409.04	1,783,565.00	47,844.04
Expense			
5000-PERSONNEL			
5000-1-EMPLOYEES' WAGES	76,133.84	74,666.60	1,467.24
5009-EMPLOYEES' RETIREMENT	7,480.73	7,563.30	-102.57
5010-DIRECTORS' EXPENSES	0.00	833.30	-833.30
5011-PAYROLL TAXES	5,824.24	5,500.00	324.24
5012-TRAINING, EDUCATION&TRAVEL	260.00	2,916.60	-2,656.60
5013-UNIFORM & BOOTS ALLOWANCE	258.26	500.00	-241.74
5014-EMPLOYEE HEALTH, ETC. INS.	8,157.96	11,227.50	-3,069.54
5015-WORKMEN'S COMPENSATION	0.00	3,591.60	-3,591.60
5017-SERVICE & SAFETY AWARDS	0.00	481.60	-481.60
5018-TEMPORARY HELP	1,764.00		
Total 5000-PERSONNEL	99,879.03	107,310.50	-7,431.47
5100-MAINTENANCE			
5101-PLANT& DAM R&M, SUPPLIES	488.82	20,833.30	-20,334.48
5103-VEHICLE OPS, R&M	3,553.38	5,416.60	-1,863.22
5104-BUILDINGS ROADS & GROUNDS	0.00	3,333.30	-3,333.30
5106-EQUIPMENT R&M, RENTAL	3,095.79	2,833.30	262.49
Total 5100-MAINTENANCE	7,147.99	32,416.50	-25,268.51
5200-UTILITIES			
5201-TELEPHONE,PAGING,IT SERVIC	4,294.86	3,250.00	1,044.86
5204-ELECTRICITY	116.96	1,416.60	-1,299.64
5205-PROPANE	0.00	1,000.00	-1,000.00
5206-WASTE REMOVAL	97.32	133.30	-35.98
Total 5200-UTILITIES	4,509.14	5,799.90	-1,290.76
5300-INSURANCE AND BONDS			
5301-INSURANCE	0.00	7,500.00	-7,500.00
Total 5300-INSURANCE AND BONDS	0.00	7,500.00	-7,500.00
5400-ADMINISTRATIVE EXPENSE			
5401-OFFICE SUPPLIES, MATERIALS	3,517.23	2,500.00	1,017.23
Total 5400-ADMINISTRATIVE EXPENSE	3,517.23	2,500.00	1,017.23
5500-PROFESSIONAL SERVICES			
5501-LEGAL	3,745.00	10,000.00	-6,255.00
5502-ACCOUNTING AND AUDIT	960.00	4,091.60	-3,131.60
5504-CONSULTANT-TECHNICAL	0.00	6,666.60	-6,666.60
5507-ENGINEERING-REUSE PROJECT	0.00	12,333.30	-12,333.30
5511-WETLAND-SHORELINE STABILIZ	7,064.12		
Total 5500-PROFESSIONAL SERVICES	11,769.12	33,091.50	-21,322.38
5600-WATER QUALITY SERVICES			
5601-STREAM GAUGING (OWRB)	12,400.00	2,933.30	9,466.70
5603-WATER QUALITY MONITORING	0.00	11,000.00	-11,000.00
Total 5600-WATER QUALITY SERVICES	12,400.00	13,933.30	-1,533.30
5800-PUMPING POWER	0.00	87,500.00	-87,500.00
5950-ASSET PURCHASES & RESERVES	66,253.91	7,166.60	7,166.60
6000-DEPRECIATION	205,476.42	297,218.30	-91,741.88
Total Expense	1,625,932.62	1,486,346.70	139,585.92
Net Income			

Item D.5.



**2021 CALENDAR YEAR  
SCHEDULE OF REGULAR MEETINGS**

**Central Oklahoma Master Conservancy District**

---

Name of Board/Commission/Committee

<b>DATE</b>	<b>TIME</b>	<b>PHYSICAL LOCATION</b>
January 7, 2021	6:30 PM	12500 Alameda Drive, Norman, OK
February 4, 2021	6:30 PM	12500 Alameda Drive, Norman, OK
March 4, 2021	6:30 PM	12500 Alameda Drive, Norman, OK
April 1, 2021	6:30 PM	12500 Alameda Drive, Norman, OK
May 6, 2021	6:30 PM	12500 Alameda Drive, Norman, OK
June 3, 2021	6:30 PM	12500 Alameda Drive, Norman, OK
July 1, 2021	6:30 PM	12500 Alameda Drive, Norman, OK
August 5, 2021	6:30 PM	12500 Alameda Drive, Norman, OK
September 2, 2021	6:30 PM	12500 Alameda Drive, Norman, OK
October 7, 2021	6:30 PM	12500 Alameda Drive, Norman, OK
November 4, 2021	6:30 PM	12500 Alameda Drive, Norman, OK
December 2, 2021	6:30 PM	12500 Alameda Drive, Norman, OK

Item E.7.

## Manager's Report – October 2020

- Shoreline Erosion/Floating Wetlands
  - Data collection continues
  - OU Students/staff visiting multiple time a week
  - The redesigned wetland units are proving more efficient and durable compared to previous runs
- Equipment building was cleaned out and organized to allow for equipment storage for upcoming winter months.
- Leak was located on MWC line
  - After uncovering leak, found the problem was a leaking bell connection
  - Ordered Bell clamp to fix and it should be by Oct 2<sup>nd</sup>
  - Midwest City was informed and have been updated on status of repair and schedule
- OG&E sub contractors cleared and trimmed trees on property that were in utility easement
- Performed CCTV on Del City pipeline to prepare for line segment 1 compressed liner work
  - Access windows were cut in two spots on the line on either side of Sooner Road/Crutcho Creek
  - After completing inspection, a leak was noticed and repaired
  - Del City is back to normal operational status
- Held Staff safety meeting Sept 14th
- Repaired leaking air relief valve located near the intake structure on the lake.
- Re-connected barrier buoys surrounding intake structure
- Met with Southwest Electric on September 22 to inquire about motor, pump, and controls support they may be able to provide
- Set up meeting with representative from Prime Controls regarding telemetry and programming needs
  - Meeting is tentatively scheduled for Oct. 7th, 2020
- Kelley and I met with the cities of Norman, Midwest City and Del City to discuss job titles, pay schedules and benefits
  - Working on a presentation of findings and recommendations for upcoming Board meeting
- Met with Rob Lockard, Jann, Dean and Amanda to discuss investment policy revisions
  - Comments due by October 7<sup>th</sup>
  - Target is to present at November Board meeting if ready
- Casey, Amanda, and I will meet with Susie Snider, manager of Lake Thunderbird State Park, on Wednesday, September 30
- Lunch meeting scheduled with Chris Mattingly, new Director of Utilities at the City of Norman, for Monday, September 28
- Attended a meeting of the Oklahoma Association of Reclamation Projects (OARP) at Quartz Mountain Lodge on September 10-11
- Met with Jerrod Shouse, lobbyist for the OARP, on September 21
  - Previously on contract with COMCD; would recommend future contract through OARP
- Received recommendations back from Tanner Watkins of Watkins Insurance for policy additions
  - Will be preparing discussion for upcoming Board meeting