

MINUTES OF THE REGULAR BOARD MEETING
CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT

Thursday, March 7, 2024

6:30 P.M.

Location: 12500 Alameda Dr. Norman, OK 73026

A. Call to Order

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

Roll Call

Board Members Present:

President Amanda Nairn

Treasurer Jann Knotts

Secretary Dave Ballew

Edgar O'Rear

Espaniola Bowen

Steve Carano

Board Members Absent:

Vice President Michael Dean

Staff Present:

Kyle Arthur, General Manager

Kelley Metcalf, Office Manager

Tim Carr, Operations & Maintenance Supervisor

Others Present:

Dean Couch

Eric Standridge, Boomer Environmental

Ryan Dolf, Boomer Environmental

Alan Swartz, Plummer and Assoc.

Paul Streets, Midwest City

Mark Roberts, Midwest City

Carrie Evenson, Midwest City

Cole Niblett, Garver

Virtual

Andy Bruehl, Norman

B. Statement of Compliance with Open Meeting Act

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

C. Administrative

1. Public Comment

None

2. Treasurer Report- January 2024 financials

Ms. Knotts stated the District is in good shape seven months into the fiscal year. Ms. Knotts said a call took place with her, Mr. Arthur, Paxus CPA, and Mr. Barnes, of Finley & Cook, to discuss fixed assets. Paxus plans on cleaning up entries that have fully depreciated.

She noted that the District is approximately \$200,000 ahead at this point relative to the budget.

A follow-up matter from the last Board meeting, a phone call with Mr. Lockard of LPL Financial occurred which included herself and Mr. Arthur. The decision was made to sell the American Funds Inflation Linked Bond Fund and, additionally, a Certificate of Deposit (CD) was called, netting \$288,000 total. These proceeds were invested in two CD's (Morgan Stanley, \$250,000 at 4.5% maturing in 2028, and Wells Fargo \$38,000 at 4.5% maturing in 2026). In addition \$250,000 was taken out of the operating account, by recommendations of the Board, and a Treasury Bill (T-Bill) in the amount of \$250,000 was purchased on 2-15-24. The term is 6 months at 5.28% yield. Mr. Arthur stated a \$350,000 T-Bill matured, and the decision was made to reinvest that amount for another 6 months at 5.31%.

Mr. O'Rear asked about the pumping power being almost twice the amount in November than December and January. Mr. Arthur stated the pumping power expenses are a month behind so November's costs are for October's pumping power. Mr. Arthur also stated the winter months are significantly less.

Ms. Nairn asked if there were any other questions or comments on the financials, hearing none she moved to the Action portion of the meeting.

D. Action: Pursuant to 82 OKLA. STATUTES, SECTION 541 (D) (10), the Board of Directors shall perform official actions by resolution and all official actions including final passage and enactment of all resolutions must be approved by a majority of the Board of Directors, a quorum being present, at a regular or special meeting. The following items may be discussed, considered, and approved, disapproved, amended, tabled or other action taken:

3. Minutes of the regular board meeting held on Thursday, February 1, 2024, and corresponding Resolution

Ms. Nairn asked if there were any questions, comments, or edits, hearing none she entertained a motion.

Espaniola Bowen made a motion seconded by Edgar O'Rear to approve the minutes, and corresponding Resolution.

Roll call vote:

President Amanda Nairn Yes
Vice President Michael Dean Absent
Treasurer Jann Knotts Yes
Secretary Dave Ballew Yes
Member Edgar O’Rear Yes
Member Espaniola Bowen Yes
Member Steve Carano Yes
Motion Passed

4. FY25 Budget, and corresponding Resolution

Ms. Nairn reminded everyone this was presented as a discussion item last month. There is one edit that Mr. Arthur will explain. Ms. Nairn stated that the 2026-2027 is merely an outlook for the member cities.

Mr. Arthur stated the total for less investment account earnings changed from \$125,000 to \$100,000. The change is due to the District’s decision to reinvest dividend earnings back into the fund versus past practice, the earnings sweeping into the operating account.

Mr. Arthur pointed out the mowing income projected from State Parks is not included in the budget.

Mr. Ballew inquired about the increase in power costs. Mr. Arthur stated he increased the cost this year based upon recent significant increases in the cost per kWh and in the total cost from last fiscal year and this fiscal year. Mr. Ballew additionally noted that the future power costs for FY 2026 and 2027 were held flat and asked Mr. Arthur if he followed rate discussions at the Oklahoma Corporation Commission to understand where rates may be trending. Mr. Arthur said he did not.

Ms. Nairn asked if there were any further questions, hearing none she entertained a motion.

Jann Knotts made a motion seconded by Edgar O’Rear to approve the FY25 Budget, and corresponding Resolution.

Roll call vote:

President Amanda Nairn Yes
Vice President Michael Dean Absent
Treasurer Jann Knotts Yes
Secretary Dave Ballew Yes
Member Edgar O’Rear Yes
Member Espaniola Bowen Yes
Member Steve Carano Yes
Motion Passed

5. Contract between Central Oklahoma Master Conservancy District and Boomer Environmental, LLC., for Forebay Clean Out Project, and corresponding Resolution

Mr. Arthur met with several prospective contractors regarding the cleanout work to be performed at the forebay. Mr. Arthur reminded the Board that the District's Purchasing Policy states that a project of this monetary value requires at least 2 quotes. Five companies were solicited, and 3 quotes were received. Out of the 3, 2 of the quotes were close in pricing. Mr. Arthur evaluated the quotes and concluded that Boomer Environmental was the most cost-competitive, communicative, presented a well-written and thorough quote. As such, Mr. Arthur recommends utilizing them for this project.

Mr. Arthur reminded the Board of the complexity and unknowns of this particular project. Therefore, he noted in Section 2 that language was written in the contract for the project to not exceed \$100,000 (which is the threshold for requiring competitive bidding) despite the fact that the quote is for \$83,660 as noted in Section 2A. Boomer Environmental's quote amount was based upon a best estimate. Mr. Arthur also stated that conversely the final cost of the project could be less than the quoted amount. Mr. Arthur also stated that the contract is written for a year, in the event of weather delays or other unknown obstacles.

Mr. Arthur introduced Eric Standridge and Ryan Dolf of Boomer Environmental. Mr. Standridge is VP of Operations and Mr. Dolf is Director of Sales. Mr. Standridge thanked the District for having them. He stated the project should be able to begin at the end of the month.

Ms. Nairn thanked Midwest City, again, for their collaboration on this project.

Steve Carano made a motion seconded by Dave Ballew to approve the contract between Central Oklahoma Master Conservancy District and Boomer Environmental, LLC., and corresponding Resolution.

Roll call vote:

President Amanda Nairn Yes

Vice President Michael Dean Absent

Treasurer Jann Knotts Yes

Secretary Dave Ballew Yes

Member Edgar O'Rear Yes

Member Espaniola Bowen Yes

Member Steve Carano Yes

Motion Passed

6. Demolition of original District office building, and corresponding Resolution

Mr. Arthur stated that the original District office building was constructed in 1965, and it is no longer used as the District office. The building was abandoned in 2010 and since that time has significantly deteriorated. On February 12, 2024, the Bureau of Reclamation completed a review of the structure and approved its removal from the federal property inventory, thereby allowing its demolition. It has been determined that the building serves no purpose and is unsafe. Additionally, the cost to remodel is impractical. Mr. Arthur confirmed that all utilities have been disconnected.

Mr. Arthur additionally stated all the important records have been retrieved. Mr. Arthur recommends demolition. The estimated cost from Midwest Wrecking is \$8,200.00.

Steve Carano made a motion seconded by Espaniola Bowen to approve demolition of original office building, and corresponding Resolution.

Roll call vote:

President Amanda Nairn Yes

Vice President Michael Dean Absent

Treasurer Jann Knotts Yes

Secretary Dave Ballew Yes

Member Edgar O'Rear Yes

Member Espaniola Bowen Yes

Member Steve Carano Yes

Motion Passed

E. Discussion

7. Legal Counsel's Report

Feb 1 Attend monthly meeting of Board

Feb 5 Initial draft forebay clean out contract

Feb 6-8 Revise forebay clean out contract with Boomer Environmental

Feb 21 Review final Boomer Environmental contract to clean out forebay

Feb 22 Prepare Board resolution regarding demolition of old office

Feb 23 Review draft legislation regarding protection of yield of Lugert-Altus and Tom Steed Reservoirs

Feb 27 Draft Board resolution to approve Boomer Environmental contract

8. General Manager's Report

Please see document titled "Manager's Report" in the packet.

9. President's Report

Ms Nairn did not have anything to add.

Mr. Streets thanked the District for getting the Budget approved.

10. 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)

None

F. Adjourn

There being no further business, President Nairn adjourned the meeting at 7:38 P.M.