

MINUTES OF THE REGULAR BOARD MEETING
CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT

Thursday, June 5, 2025

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:

Amanda Nairn

Michael Dean

Dave Ballew

Edgar O'Rear

Steve Carano

Bryan Hapke

Board Members Absent:

Espaniola Bowen

Staff Present:

Kyle Arthur, General Manager

Kelley Metcalf, Office Manager

Tim Carr, Operations & Maintenance Supervisor

Others Present:

Dean Couch

Mark Roberts, Midwest City

Paul Streets, Midwest City

Rachel Camp, HDR

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

Mr. Ballew said he reviewed the financial statements and found them in good order.

Mr. Ballew briefed the board on the budget vs actual portion of the report and invited anyone that may have questions to let him know. Mr. Arthur pointed out that 5301 (Insurance) is underspent in these reports, however the annual premium has now been paid and will be reflected accordingly in the next financial reports. Mr. Arthur stated this expense will be over budget due to increased coverage.

Mr. Arthur pointed out the cash flow position changed from \$475 thousand in March to \$674 thousand in April. This occurred, primarily due to two of the cities' March assessment payments being collected in April rather than in March.

Mr. Arthur explained that 5101 (Plant & Dam maintenance) is currently underspent by \$44 thousand. Mr. Arthur stated that \$30 thousand is earmarked for installation of new meters for the Norman line to tie into the Dynamic Pump Optimizer (DPO) software; additionally, \$20 thousand is earmarked for cleaning out the Norman tank.

Mr. Arthur shared a handout that was not included in the packet (Investment Portfolio). The document provides a snapshot of the LPL investments and the Treasury Bills (T-Bills) at BancFirst.

Mr. Arthur communicated that two corporate bonds were recently purchased. Goldman Sachs, \$183,000 at 4.85%, that matures 2/28/32, and Morgan Stanley, \$312,000 at 4.80%, that matures 3/24/2033. He mentioned that one Corporate Bond (General Electric Capital) in the amount of \$300,000 will mature in Nov 2025.

He pointed out that one Certificate of Deposit (CD) will be maturing in July, and a decision will be forthcoming.

A T-Bill in the amount of \$250,000, will mature in August 2025. Mr. Arthur stated the District is in good position and funds are well distributed.

Ms. Nairn asked if there were any questions or comments and hearing none, she proceeded 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 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, April 3, 2025, and corresponding Resolution

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

Bryan Hapke made a motion seconded by Michael Dean to approve the minutes and corresponding Resolution.

Roll call vote:

Amanda Nairn Yes

Michael Dean Yes

Dave Ballew Yes

Edgar O'Rear Yes

Espaniola Bowen Absent

Steve Carano Yes

Bryan Hapke Yes

Motion Passed

4. Letter of Engagement of Finley & Cook, PLLC to perform FY 24-25 financial audit, and corresponding Resolution

Please see document titled "Finley & Cook" in the packet.

Mr. Arthur stated this is the same Letter of Engagement Agreement that we see every year. There is a \$800 cost increase, and the agreement includes a provision of \$8,000 to \$10,000 for the compliance audit of federal award (single audit). Mr. Arthur stated he is quite certain the single audit will need to be conducted due to the District utilizing more than \$750,000 in federal funds by FYE 2025. Fees related to the single audit were not anticipated and therefore were not included in the budget.

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

Michael Dean made a motion seconded by Edgar O'Rear to approve the engagement letter, and corresponding Resolution.

Roll call vote:

Amanda Nairn Yes

Michael Dean Yes

Dave Ballew Yes

Edgar O'Rear Yes

Espaniola Bowen Absent

Steve Carano Yes

Bryan Hapke Yes

Motion Passed

5. Memorandum Agreement with Oklahoma Water Resources Board (OWRB) and United States Geological Survey (USGS) for stream gaging Fiscal Year ending June 30, 2026, and corresponding Resolution

Please see document titled "Memorandum Agreement" in the packet.

Mr. Arthur stated the District's share is the same as last year's cost. Mr. Arthur stated he supports continuing as a cooperator.

Steve Carano made a motion seconded by Dave Ballew to approve the Memorandum Agreement and corresponding Resolution.

Roll call vote:

Amanda Nairn Yes

Michael Dean Yes

Dave Ballew Yes

Edgar O'Rear Yes

Espaniola Bowen Absent

Steve Carano Yes

Bryan Hapke Yes

Motion Passed

E. Discussion

6. Legal Counsel's Report

April 2 provide telephone contacts of downstream senior appropriators to Kyle Arthur to discuss term permit application and answer questions

April 15 attend special meeting for presentation by U.S. Bureau of Reclamation about yield analysis for Lake Thunderbird

May 14 review CEC Phase 2 contract for wage rate revision exhibit and approval

May 16 initiate review of Single Audit requirements and ARPA funding procurements

May 23 provide documentation about notice of application to Oklahoma Water Resources Board regarding term permit application

May 29 review and comment on procurement policies and procedures for compliance with ARPA

requirements

Mr. Couch said he was happy to answer any questions.

Mr. Dean asked the status of the Contaminants of Emerging Concern Project. Mr. Arthur informed the board that the sampling has been completed, and the report has been received. Ms. Nairn asked if there could be a presentation in the future. Mr. Arthur stated the contract did not include analysis. Mr. Arthur stated he could present findings at a future meeting. He also stated that Plummer & Associates have received the report and are looking at potential wetland locations in the watershed relative to the results.

Mr. Couch indicated this topic would need to be on a future Agenda to discuss more in length.

7. General Manager's Report

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

Mr. Arthur shared pictures and gave a brief description of the final forebay cleanout and recent flooding events.

Mr. Carr shared pictures and gave a brief description and update of the boathouse repair and the leak on the Norman line at the main plant discovered on May 15.

8. President's Report

Ms. Nairn stated it is likely that the July 10th meeting will be cancelled, but a definitive decision will be forth coming in a couple weeks.

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)

Ms. Metcalf announced an email will be sent shortly, regarding attendance reimbursement for FY 24-25.

F. Adjourn

There being no further business, President Nairn adjourned the meeting at 7:44 P.M.