

MINUTES OF THE REGULAR BOARD MEETING
CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT

Thursday, March 5, 2026

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

Micheal Dean

Dave Ballew

Edgar O'Rear

Bryan Hapke

Board Members Absent:

Espaniola Bowen

Steve Carano

Staff Present:

Kyle Arthur, General Manager

Kelley Metcalf, Office Manager

Tim Carr, Operations & Maintenance Supervisor

Others Present:

Dean Couch, District Legal Counsel

JD Hock, City Manager Del City

Mark Roberts, Midwest City Water Treatment Plant Chief Operator

Carrie Evenson, Midwest City

Michael Price, Norman Water Treatment Plant Manager

Virtual

None

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

At the request of Mr. Ballew, Mr. Arthur highlighted key items in the financial reports. Investment activity was discussed, including a recent Certificate of Deposit maturity and the subsequent reinvestment of those funds into a corporate bond earning 5.00%, maturing in 2034, callable starting in 2028. It was noted that a Treasury bill (T-Bill) is scheduled to mature later in March.

Mr. Ballew requested clarification regarding the expenses recorded in Account 5201-Telephone/IT Services. Mr. Arthur reported that Account 5201 includes costs associated with the office telephone system (Voice Over Internet Protocol), staff cellular phones, and services provided by the Managed Service Provider, Velocigo. Mr. Ballew additionally asked why the totals recorded in Account 4931-Water Resource Grants CEC (Contaminants of Emerging Concern) and Account 5833- CEC Project were not the same. Mr. Arthur stated that he would look into the matter and provide an explanation.

Mr. Ballew invited Mr. Arthur to provide an update on the CEC project. Mr. Arthur reported that Phase I consisted of a comprehensive sampling program. He noted that Phase II, which was recently completed, utilized the sampling results along with additional data to identify potential locations for natural infrastructure, such as wetlands, to improve water quality. Phase III is currently being scoped and will involve a more detailed feasibility analysis of the sites identified in Phase II. He further noted that two upcoming speakers will provide additional information related to these efforts.

Hearing no other questions, Ms. Nairn moved to item #3.

3. Initial draft budget FY 2027

Please see document titled "Draft Budget for FY 2027".

Ms. Nairn stated this item is presented for discussion, and the goal is to have the budget listed as an action item at the next meeting. She further noted that when the Board votes on the budget, the action will be to consider the 2027 budget, while the remaining years included in the document are projections only.

Mr. Arthur began the discussion with a PowerPoint presentation outlining historic O&M budget and cash asset balances from FY 2021 to the present. The second slide presented data related to power cost savings showing the positive change in gallons pumped per kilowatt-hour from January 2021 to January 2026. The graph indicated cost savings largely due to the replacement of variable frequency drives and pumps, along with upgrades to the SCADA (Supervisory Control and Data Acquisition) system.

Regarding the budget, Mr. Arthur stated that his goal was to keep the O&M budget as flat as possible from last year. While there was a slight increase, mostly driven by uncontrollable costs such as personnel and insurance, the goal was largely achieved. Mr. Arthur went on to state that, when factoring in power cost savings and the maturity of the Energy Project loan, there is actually a decrease in the total costs to the cities in FY 2027. Discussion was held regarding holding the entire budget flat and allocating the difference to the Large Equipment Fund.

Representatives in the audience expressed their appreciation for having this topic presented early for discussion and thanked Mr. Arthur for his efforts to maintain consistent budget levels from year to year.

D. Action:

4. Minutes of the regular board meeting held on Thursday, February 5, 2026, and corresponding Resolution

Ms. Nairn asked if there were any questions, comments, or edits. At the request of Mr. O’Rear, the minutes were amended to include the three reduction trigger levels and the frequency with which they may occur and recognition of the need to develop a policy to inform the cities regarding implementation of reductions during fluctuations around the trigger levels.

Michael Dean made a motion to amend the minutes seconded by Edgar O’Rear.

Roll call vote:

Amanda Nairn Yes

Michael Dean Yes

Dave Ballew Yes

Edgar O’Rear Yes

Bryan Hapke Yes

Motion Passed

Edgar O’Rear made a motion seconded by Michael Dean to approve the minutes as amended and corresponding Resolution.

Roll call vote:

Amanda Nairn Yes

Michael Dean Yes

Dave Ballew Yes

Edgar O’Rear Yes

Bryan Hapke Yes

Motion Passed

E. Discussion

5. Legal Counsel's Report

Feb 5 attend monthly meeting of Board of Directors

Feb 6 receive and review email from Norman Assistant Municipal Attorney Anthony Puriton with draft Surplus Water Purchase Agreement between Norman and Midwest City

Feb 18 receive and review addendum to lease agreement for boat house slip rental

Feb 25 respond to Kyle Arthur about addendum lease agreement for boat house slip rental and about Surplus Water Purchase Agreement between Norman and Midwest City

Mr. Couch said he was happy to answer any questions and there were none.

6. General Manager's Report

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

Mr. Arthur discussed the status of the Norman flow meter installation, noting that they were awaiting the proper cable to connect to the SCADA system. He also mentioned the cleaning and refurbishment of the interior of the Main Pumping Plant.

7. President's Report

None

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)

None

F. Adjourn

There being no further business, President Nairn adjourned the meeting at 8:03 P.M.