

**CENTRAL OKLAHOMA MASTER  
CONSERVANCY DISTRICT**  
AGENDA FOR REGULAR MEETING  
Thursday, November 7, 2024  
6:30 P.M.



Kyle Arthur, General Manager  
12500 Alameda Dr  
Norman, OK 73026

To accommodate the public, including presenters of agenda items, who wish to participate but not to attend the meeting in person, videoconference and teleconference capability is being made available, but videoconference and teleconference connections and quality of connections are outside the control of the District and cannot be assured. Although this accommodation is provided, members of the public including presenters are welcome to attend the meeting in-person.

Microsoft Teams meeting information:

Join on your computer, mobile app, or room device

Meeting ID: 288 328 510 43

Passcode: 2dQvcD

Dial in by phone 1-312-763-9891

Phone conference ID: 483 058 692#

Board meeting packet can be found on website: <https://comcd.net>. This agenda was posted in the notice enclosure outside the COMCD office gate at 10:00 AM on Friday, November 1, 2024.

**A. Call to order and roll call**

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

**C. Administrative**

1. Public comment

This is an opportunity for the public to address the COMCD board. Due to Open Meeting Act regulations, board members are not able to participate in discussion during this comment period. Comments will be accepted from those persons attending in-person and through the virtual meeting option. You are required to sign up in advance of the meeting in order to be eligible to make comment. You may sign-up by calling the COMCD office at 405-329-5228 during regular business hours (8:00 AM – 4:30 PM) or by contacting the office via email at [admin@comcd.net](mailto:admin@comcd.net). Public comment sign-up will end at 12:00 PM (noon) CDT on Thursday, November 7, 2024. Any request received after that will not be eligible. When signing up, you must provide your name, city of residence and topic about which you wish to speak. Each commenter will be limited to three minutes and the entire comment period will not exceed one hour. Eligible commenters will be called to address the board in the order in which their request was received. Given the one-hour time limit, not all commenters are guaranteed the opportunity to speak. Written comments will also be accepted and kept as a

matter of record for the meeting. If all commenters have addressed the board prior to the one-hour time limit, the public comment agenda item will be closed, and the balance of the time yielded back to the remainder of the agenda. The President reserves discretion during the meeting to make an adjustment to the public comment schedule.

## 2. Treasurer Report-September 2024 financials

### **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, October 3, 2024, and corresponding Resolution
4. Creation of a dedicated Large Equipment Asset Fund, and corresponding Resolution
5. Authorization for General Manager to utilize surplus funds for purchase of certain equipment, and corresponding Resolution
6. Declaration of certain property as surplus, and corresponding Resolution
7. New Executive Session Minutes Policy, and corresponding Resolution
8. Amending an Employee Retirement System, Defined Benefit Plan and Joinder Agreement and corresponding Resolution

### **E. Discussion**

9. Legal Counsel's Report
10. General Manager's Report
11. President's Report
12. 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**

Item C.2.

# Central Oklahoma Master Conservancy District

## Balance Sheet

As of September 30, 2024

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	584,867.83
1022-BANCFIRST #0014	150,001.23
1023-BANCFIRST #3940	0.00
1050-LPL FINANCIAL	4,138,278.64
1051-LPL ACCT# -2885 AT MARKET	23,205.62
1052-LPL ACCRUED INTEREST	<b>4,161,484.26</b>
<b>Total 1050-LPL FINANCIAL</b>	<b>\$4,896,353.32</b>
<b>Total Bank Accounts</b>	
Accounts Receivable	17,700.00
1900-ASSESSMENTS RECEIVABLE	<b>\$17,700.00</b>
<b>Total Accounts Receivable</b>	
Other Current Assets	
1919-T BILLS	1,560,492.10
1920.1-(BANCFIRST)DWSRF ESCROW	945.35
1920.2-(BANCFIRSTST 80-0778-01-1) PIPELINE ESCROW	8,738.73
<b>Total Other Current Assets</b>	<b>\$1,570,176.18</b>
<b>Total Current Assets</b>	<b>\$6,484,229.50</b>
Fixed Assets	
2000-WATER SUPPLY ASSETS	
BUILDING AND STRUCTURES	54,811.23
DAM AND RESERVOIR	4,605,177.00
EQUIPMENT AND FENCE	31,209.74
NEW DEL CITY PIPELINE	6,847,316.73
PIPELINE	4,269,078.92
PUMPING PLANT	1,593,951.30
<b>Total 2000-WATER SUPPLY ASSETS</b>	<b>17,401,544.92</b>
2010-TRANSFERRED FROM BUREC	
OFFICE FURNITURE & FIXTURES	1,326.00
SHOP TOOLS	853.00
<b>Total 2010-TRANSFERRED FROM BUREC</b>	<b>2,179.00</b>
2020-OTHER PURCHASED ASSETS	
BUILDINGS, STRUCTURES & ROADS	1,210,463.12
OFFICE EQUIPMENT	88,024.76
PLANT AND DAM EQUIPMENT	5,340,737.40
VEHICLES AND BOATS	685,440.83
<b>Total 2020-OTHER PURCHASED ASSETS</b>	<b>7,324,666.11</b>
2030-ALLOWANCE FOR DEPRECIATION	-11,360,922.73
<b>Total Fixed Assets</b>	<b>\$13,367,467.30</b>
Other Assets	
DEBT ISSUANCE COSTS	35,969.00
DEFERRED OUTFLOWS-PENSION	519,381.02

	TOTAL
DWSRF REPYMTS DUE	4,186,149.39
DEL CITY PIPELINE	312,578.12
ENERGY PROJECT	4,498,727.51
<b>Total DWSRF REPYMTS DUE</b>	<b>221,911.00</b>
NET PENSION ASSET	\$5,275,988.53
<b>Total Other Assets</b>	<b>\$25,127,685.33</b>
<b>TOTAL ASSETS</b>	
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	75,713.60
4000-CURRENT CLAIMS PAYABLE	\$75,713.60
<b>Total Accounts Payable</b>	
Credit Cards	97.74
Derek Underwood CC 8490	515.77
James Neyman CC 7590	11,158.57
Kyle Arthur CC 1984	30.83
Steve McKinney CC 7608	707.16
Tim Carr CC 2834	\$12,510.07
<b>Total Credit Cards</b>	
Other Current Liabilities	3,717.38
4000.2-MISC PENSION PAYABLES	
4002-DWSRF INTEREST PAYABLE	5,774.75
4002.2 DEL CITY PIPELINE	\$7,744.75
<b>Total 4002-DWSRF INTEREST PAYABLE</b>	
4010-PAYROLL LIABILITIES	0.00
4011.1-SOCIAL SECURITY PAYABLE	-267.52
4011.2-MEDICARE PAYABLE	-73.46
4014-RETIREMENT PLAN PAYABLE	3,770.32
4016-GROUP INSURANCE PAYABLE	-203.28
<b>Total 4010-PAYROLL LIABILITIES</b>	<b>3,226.06</b>
4017-COMPENSATED ABSENCES	42,264.19
4200-DEFERRED INFLOWS-PENSION	389,571.00
<b>Total Other Current Liabilities</b>	<b>\$444,553.38</b>
<b>Total Current Liabilities</b>	<b>\$532,777.05</b>
Long-Term Liabilities	
4020-CONTRACTS PAYABLE	
4055-DWSRF LOAN (ENERGY)	189,723.49
4075-DWSRF LOAN (ENERGY)	\$189,723.49
<b>Total 4055-DWSRF LOAN (ENERGY)</b>	
4080-DWSRF LOAN ( PIPELINE)	0.00
4085-DWSRF LOAN ( PIPELINE)	4,307,138.18
<b>Total 4080-DWSRF LOAN ( PIPELINE)</b>	<b>4,307,138.18</b>
CWSRF LOAN (CEC)	7,500.00
<b>Total 4020-CONTRACTS PAYABLE</b>	<b>4,504,361.67</b>
<b>Total Long-Term Liabilities</b>	<b>\$4,504,361.67</b>
<b>Total Liabilities</b>	<b>\$5,037,138.72</b>
Equity	

	TOTAL
4806.5 UNRESTRICTED SURPLUS	15,890,664.25
4807-UNRESTRICTED SURPLUS	45,737.87
4808-FYE '23 ADJUSTS-PRIOR YRS	<b>15,936,402.12</b>
<b>Total 4806.5 UNRESTRICTED SURPLUS</b>	<b>3,943,806.45</b>
Retained Earnings	210,338.04
Net Income	<b>\$20,090,546.61</b>
<b>Total Equity</b>	<b>\$25,127,685.33</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	

**Note**

Prepared by Paxus CPA Group. No assurance provided.

**Central Oklahoma Master Conservancy District**  
**Profit and Loss**  
**July - September, 2024**

	Jul 2024	Aug 2024	Sep 2024	Total Fiscal Year
<b>Income</b>				
<b>4900-ASSESSMENTS</b>				
4901-MUNI SHARE, OPERATING COST				\$47,477.25
4902-DEL CITY	\$15,825.75	\$15,825.75	\$15,825.75	
4903-MIDWEST CITY	\$40,466.00	\$40,466.00	\$40,466.00	\$121,398.00
4904-NORMAN	\$43,871.50	\$43,871.50	\$43,871.50	\$131,614.50
<b>Total 4901-MUNI SHARE, OPERATING COST</b>	<b>\$100,163.25</b>	<b>\$100,163.25</b>	<b>\$100,163.25</b>	<b>\$300,489.75</b>
<b>4905-MUNI SHARE, POWER</b>				
4906-DEL CITY	\$4,667.29	\$7,036.38	\$5,534.27	\$17,237.94
4907-MIDWEST CITY	\$20,767.80	\$31,228.80	\$28,968.66	\$80,965.26
4908-NORMAN	\$26,217.36	\$39,170.39	\$39,278.98	\$104,666.73
<b>Total 4905-MUNI SHARE, POWER</b>	<b>\$51,652.45</b>	<b>\$77,435.57</b>	<b>\$73,781.91</b>	<b>\$202,869.93</b>
<b>Total 4900-ASSESSMENTS</b>	<b>\$151,815.70</b>	<b>\$177,598.82</b>	<b>\$173,945.16</b>	<b>\$503,359.68</b>
4921--BOAT DOCK RENT INCOME		\$1,600.00	\$800.00	\$2,400.00
4923-INVEST INT DIVS & GAINS	\$7,494.08	\$7,912.88	\$15,055.23	\$30,462.19
4936-OK DEPARTMENT OF TOURISM & REC (OTRD)			\$17,700.00	\$17,700.00
<b>Total Income</b>	<b>\$159,309.78</b>	<b>\$187,111.70</b>	<b>\$207,500.39</b>	<b>\$553,921.87</b>
<b>Gross Profit</b>	<b>\$159,309.78</b>	<b>\$187,111.70</b>	<b>\$207,500.39</b>	<b>\$553,921.87</b>
<b>Expenses</b>				
<b>5000-PERSONNEL</b>				
5000.1-EMPLOYEES' WAGES	\$44,894.92	\$44,894.92	\$51,702.24	\$141,492.08
5009-EMPLOYEES' RETIREMENT	\$4,672.10	\$4,672.10	\$6,117.29	\$15,461.49
5011-PAYROLL TAXES	\$3,410.42	\$3,624.32	\$3,895.06	\$10,929.80
5012-TRAINING, EDUCATION&TRAVEL	\$4.50	\$140.38	\$2,379.17	\$2,524.05
5013-UNIFORM & BOOTS ALLOWANCE		\$562.87	\$464.11	\$1,026.98
5014-EMPLOYEE HEALTH, ETC, INS.	\$4,725.68	\$4,725.68	\$4,725.68	\$14,177.04
<b>Total 5000-PERSONNEL</b>	<b>\$57,707.62</b>	<b>\$58,620.27</b>	<b>\$69,283.55</b>	<b>\$185,611.44</b>
<b>5100-MAINTENANCE</b>				
5101-PLANT& DAM R&M, SUPPLIES	\$950.18	\$10,751.39	\$637.00	\$12,338.57
5103-VEHICLE OPS, R&M	\$61.92	\$1,097.05	\$992.51	\$2,151.48
5104-BUILDINGS ROADS & GROUNDS	\$408.27	\$142.14	\$1,733.86	\$2,284.27
5106-EQUIPMENT R&M, RENTAL	\$1,917.80	\$2,205.26	\$2,028.95	\$6,152.01
5109-BOATHOUSE MAINTENANCE	\$5,661.78			\$5,661.78
<b>Total 5100-MAINTENANCE</b>	<b>\$8,999.95</b>	<b>\$14,195.84</b>	<b>\$5,392.32</b>	<b>\$28,588.11</b>
<b>5200-UTILITIES</b>				
5201-TELEPHONE,PAGING,IT SERVIC	\$1,878.62	\$1,997.43	\$1,907.91	\$5,783.96
5204-ELECTRICITY	\$705.09	\$783.26	\$756.02	\$2,244.37
5206-WASTE REMOVAL	\$110.76	\$97.32		\$208.08
<b>Total 5200-UTILITIES</b>	<b>\$2,694.47</b>	<b>\$2,878.01</b>	<b>\$2,663.93</b>	<b>\$8,236.41</b>

<b>5300-INSURANCE AND BONDS</b>				
5301-INSURANCE	\$5,661.79		\$1,935.00	\$7,596.79
<b>Total 5300-INSURANCE AND BONDS</b>	<b>\$5,661.79</b>	<b>\$0.00</b>	<b>\$1,935.00</b>	<b>\$7,596.79</b>
<b>5400-ADMINISTRATIVE EXPENSE</b>				
5401-OFFICE SUPPLIES, MATERIALS	\$1,012.63	\$861.97	\$1,013.26	\$2,887.86
<b>Total 5400-ADMINISTRATIVE EXPENSE</b>	<b>\$1,012.63</b>	<b>\$861.97</b>	<b>\$1,013.26</b>	<b>\$2,887.86</b>
<b>5500-PROFESSIONAL SERVICES</b>				
5501-LEGAL	\$1,180.00	\$1,100.00	\$600.00	\$2,880.00
5502-ACCOUNTING AND AUDIT	\$929.07	\$1,313.21	\$1,155.07	\$3,397.35
<b>Total 5500-PROFESSIONAL SERVICES</b>	<b>\$2,109.07</b>	<b>\$2,413.21</b>	<b>\$1,755.07</b>	<b>\$6,277.35</b>
<b>5600-WATER QUALITY SERVICES</b>				
5601-STREAM GAUGING (OWRB)			\$13,600.00	\$13,600.00
<b>Total 5600-WATER QUALITY SERVICES</b>			<b>\$13,600.00</b>	<b>\$13,600.00</b>
5800-PUMPING POWER	\$51,655.21	\$77,436.69	\$73,736.14	\$202,828.04
<b>Total Expenses</b>	<b>\$129,840.74</b>	<b>\$156,405.99</b>	<b>\$169,379.27</b>	<b>\$455,626.00</b>
<b>Net Operating Income</b>	<b>\$29,469.04</b>	<b>\$30,705.71</b>	<b>\$38,121.12</b>	<b>\$98,295.87</b>
<b>Other Income</b>				
<b>4920-OTHER REVENUES</b>				
4930-SECURITIES VALUE ADJUSTS	\$50,753.83	\$38,049.49	\$28,756.76	\$117,560.08
4931-WATER RESOURCE BD GRANTS CEC	\$132,132.73		\$96,682.36	\$228,815.09
4934-OWRB ARPA FUNDS			\$110,484.40	\$110,484.40
4935 INTEREST INCOME	\$14,544.92	\$9,320.71	\$12,072.73	\$35,938.36
<b>Total 4920-OTHER REVENUES</b>	<b>\$197,431.48</b>	<b>\$47,370.20</b>	<b>\$247,996.25</b>	<b>\$492,797.93</b>
<b>Total Other Income</b>	<b>\$197,431.48</b>	<b>\$47,370.20</b>	<b>\$247,996.25</b>	<b>\$492,797.93</b>
<b>Other Expenses</b>				
<b>5825-NON BUDGETED EXPENSES</b>				
5833-CEC PROJECT	\$17,305.68	\$50,578.37		\$67,884.05
5834-ARPA PROJECT	\$1,822.00	\$9,589.80	\$153,669.52	\$165,081.32
5980 T BILL FEE	\$25.00	\$25.00	\$25.00	\$75.00
6000-DEPRECIATION	\$49,607.10	\$49,302.17	\$48,556.12	\$147,465.39
<b>Total 5825-NON BUDGETED EXPENSES</b>	<b>\$68,759.78</b>	<b>\$109,495.34</b>	<b>\$202,500.64</b>	<b>\$380,755.76</b>
<b>Total Other Expenses</b>	<b>\$68,759.78</b>	<b>\$109,495.34</b>	<b>\$202,500.64</b>	<b>\$380,755.76</b>
<b>Net Other Income</b>	<b>\$128,671.70</b>	<b>-\$62,125.14</b>	<b>\$45,495.61</b>	<b>\$112,042.17</b>
<b>Net Income</b>	<b>\$158,140.74</b>	<b>-\$31,419.43</b>	<b>\$83,616.73</b>	<b>\$210,338.04</b>

## Note

Prepared by Paxus CPA Group. No assurance provided.

Saturday, Oct 12, 2024 09:06:25 AM GMT-7 - Accrual Basis



**Central Oklahoma Master Conservancy District  
Budget vs. Actuals: FY 2025 - FY25 P&L**

July - September, 2024

	Jul 2024			Aug 2024			Sep 2024			Total Fiscal Year to Date		
	Actual	Budget	over Budget	Actual	Budget	over Budget	Actual	Budget	over Budget	Actual	Budget	over Budget
<b>Income</b>												
<b>4900-ASSESSMENTS</b>												
<b>4901-MUNI SHARE, OPERATING COST</b>												
4902-DEL CITY	\$15,825.75	\$15,825.75		\$15,825.75	\$15,825.75		\$15,825.75	\$15,825.75		\$47,477.25	\$47,477.25	
4903-MIDWEST CITY	\$40,466.00	\$40,466.00		\$40,466.00	\$40,466.00		\$40,466.00	\$40,466.00		\$121,398.00	\$121,398.00	
4904-NORMAN	\$43,871.50	\$43,871.50		\$43,871.50	\$43,871.50		\$43,871.50	\$43,871.50		\$131,614.50	\$131,614.50	
<b>Total 4901-MUNI SHARE, OPERATING COST</b>	<b>\$100,163.25</b>	<b>\$100,163.25</b>		<b>\$100,163.25</b>	<b>\$100,163.25</b>		<b>\$100,163.25</b>	<b>\$100,163.25</b>		<b>\$300,489.75</b>	<b>\$300,489.75</b>	
<b>4905-MUNI SHARE, POWER</b>												
4906-DEL CITY	\$4,667.29	\$4,667.29		\$7,036.38	\$7,036.38		5,534.27	5,534.27		17,237.94	17,237.94	
4907-MIDWEST CITY	\$20,767.80	\$20,767.80		\$31,228.80	\$31,228.80		28,968.66	28,968.66		80,965.26	80,965.26	
4908-NORMAN	\$26,217.36	\$26,217.36		\$39,170.39	\$39,170.39		39,278.98	39,278.98		104,666.73	104,666.73	
<b>Total 4905-MUNI SHARE, POWER</b>	<b>\$51,652.45</b>	<b>\$51,652.45</b>		<b>\$77,435.57</b>	<b>\$77,435.57</b>		<b>\$73,781.91</b>	<b>\$73,781.91</b>		<b>\$202,869.93</b>	<b>\$202,869.93</b>	
<b>Total 4900-ASSESSMENTS</b>	<b>\$151,815.70</b>	<b>\$151,815.70</b>		<b>\$177,598.82</b>	<b>\$177,598.82</b>		<b>\$173,945.16</b>	<b>\$173,945.16</b>		<b>\$503,359.68</b>	<b>\$503,359.68</b>	
4921-BOAT DOCK RENT INCOME		\$800.00	-\$800.00	\$1,600.00	\$800.00	\$800.00	\$800.00	\$800.00		\$2,400.00	\$2,400.00	
4923-INVEST INT DIVS & GAINS	\$7,494.08	\$8,333.33	-\$839.25	\$7,912.88	\$8,333.33	-\$420.45	\$15,055.23	\$8,333.33	\$6,721.90	\$30,462.19	\$24,999.99	\$5,462.20
4936-OK DEPARTMENT OF TOURISM & REC (OTRD)		\$1,475.00	-\$1,475.00		\$1,475.00	-\$1,475.00	\$17,700.00	\$1,475.00	\$16,225.00	\$17,700.00	\$4,425.00	\$13,275.00
<b>Total Income</b>	<b>\$159,309.78</b>	<b>\$162,424.03</b>	<b>-\$3,114.25</b>	<b>\$187,111.70</b>	<b>\$188,207.15</b>	<b>-\$1,095.45</b>	<b>\$207,500.39</b>	<b>\$184,553.49</b>	<b>\$22,946.90</b>	<b>\$553,921.87</b>	<b>\$535,184.67</b>	<b>\$18,737.20</b>
<b>Gross Profit</b>	<b>\$159,309.78</b>	<b>\$162,424.03</b>	<b>-\$3,114.25</b>	<b>\$187,111.70</b>	<b>\$188,207.15</b>	<b>-\$1,095.45</b>	<b>\$207,500.39</b>	<b>\$184,553.49</b>	<b>\$22,946.90</b>	<b>\$553,921.87</b>	<b>\$535,184.67</b>	<b>\$18,737.20</b>
<b>Expenses</b>												
<b>5000-PERSONNEL</b>												
5000.1-EMPLOYEES' WAGES	\$44,894.92	46,164.83	-1,269.91	\$44,894.92	\$46,164.83	-\$1,269.91	\$51,702.24	\$46,164.83	\$5,537.41	\$141,492.08	\$138,494.49	\$2,997.59
5009-EMPLOYEES' RETIREMENT	\$4,672.10	5,243.58	-571.48	\$4,672.10	\$5,243.58	-\$571.48	\$6,117.29	\$5,243.58	\$873.71	\$15,461.49	\$15,730.74	-\$269.25
5010-DIRECTORS' EXPENSES		416.67	-416.67		\$416.67	-\$416.67		\$416.67	-\$416.67		\$1,250.01	-\$1,250.01
5011-PAYROLL TAXES	\$3,410.42	3,587.75	-177.33	\$3,624.32	\$3,587.75	\$36.57	\$3,895.06	\$3,587.75	\$307.31	\$10,929.80	\$10,763.25	\$166.55
5012-TRAINING, EDUCATION&TRAVEL	\$4.50	958.33	-953.83	\$140.38	\$958.33	-\$817.95	\$2,379.17	\$958.33	\$1,420.84	\$2,524.05	\$2,874.99	-\$350.94
5013-UNIFORM & BOOTS ALLOWANCE		275.00	-275.00	\$562.87	\$275.00	\$287.87	\$464.11	\$275.00	\$189.11	\$1,026.98	\$825.00	\$201.98
5014-EMPLOYEE HEALTH, ETC, INS.	\$4,725.68	4,896.50	-170.82	\$4,725.68	\$4,896.50	-\$170.82	\$4,725.68	\$4,896.50	-\$170.82	\$14,177.04	\$14,689.50	-\$512.46
5015-WORKMEN'S COMPENSATION		1,041.67	-1,041.67		\$1,041.67	-\$1,041.67		\$1,041.67	-\$1,041.67		\$3,125.01	-\$3,125.01
5017-SERVICE & SAFETY AWARDS		734.00	-734.00		\$734.00	-\$734.00		\$734.00	-\$734.00		\$2,202.00	-\$2,202.00
<b>Total 5000-PERSONNEL</b>	<b>\$57,707.62</b>	<b>\$63,318.33</b>	<b>-\$5,610.71</b>	<b>\$58,620.27</b>	<b>\$63,318.33</b>	<b>-\$4,698.06</b>	<b>\$69,283.55</b>	<b>\$63,318.33</b>	<b>\$5,965.22</b>	<b>\$185,611.44</b>	<b>\$189,954.99</b>	<b>-\$4,343.55</b>
<b>5100-MAINTENANCE</b>												
5101-PLANT& DAM R&M, SUPPLIES	\$950.18	11,200.00	-10,249.82	\$10,751.39	\$11,200.00	-\$448.61	\$637.00	\$11,200.00	-\$10,563.00	\$12,398.57	\$33,600.00	-\$21,261.43
5103-VEHICLE OPS, R&M	\$61.92	2,083.33	-2,021.41	\$1,097.05	\$2,083.33	-\$986.28	\$992.51	\$2,083.33	-\$1,090.82	\$2,151.48	\$6,249.99	-\$4,098.51
5104-BUILDINGS ROADS & GROUNDS	\$408.27	1,531.25	-1,122.98	\$142.14	\$1,531.25	-\$1,389.11	\$1,733.86	\$1,531.25	\$202.61	\$2,284.27	\$4,593.75	-\$2,309.48
5106-EQUIPMENT R&M, RENTAL	\$1,917.80	3,881.25	-1,963.45	\$2,205.26	\$3,881.25	-\$1,675.99	\$2,028.95	\$3,881.25	-\$1,852.30	\$6,152.01	\$11,643.75	-\$5,491.74
5109-BOATHOUSE MAINTENANCE	\$5,661.78	400.00	5,261.78		\$400.00	-\$400.00		\$400.00	-\$400.00	\$5,661.78	\$1,200.00	\$4,461.78
<b>Total 5100-MAINTENANCE</b>	<b>\$8,999.95</b>	<b>\$19,095.83</b>	<b>-\$10,095.88</b>	<b>\$14,195.84</b>	<b>\$19,095.83</b>	<b>-\$4,899.99</b>	<b>\$5,392.32</b>	<b>\$19,095.83</b>	<b>-\$13,703.51</b>	<b>\$28,588.11</b>	<b>\$57,287.49</b>	<b>-\$28,699.38</b>

5200-UTILITIES												
5201-TELEPHONE,PAGING,IT SERVIC	\$1,878.62	2,083.33	-204.71	\$1,997.43	\$2,083.33	-\$85.90	\$1,907.91	\$2,083.33	-\$175.42	\$5,783.96	\$6,249.99	-\$466.03
5204-ELECTRICITY	\$705.09	743.75	-38.66	\$783.26	\$743.75	\$39.51	\$756.02	\$743.75	\$12.27	\$2,244.37	\$2,231.25	\$13.12
5205-PROPANE		367.50	-367.50		\$367.50	-\$367.50		\$367.50	-\$367.50	\$0.00	\$1,102.50	-\$1,102.50
5206-WASTE REMOVAL	\$110.76	113.50	-2.74	\$97.32	\$113.50	-\$16.18		\$113.50	-\$113.50	\$208.08	\$340.50	-\$132.42
Total 5200-UTILITIES	\$2,694.47	\$ 3,308.08	-\$613.61	\$2,878.01	\$3,308.08	-\$430.07	\$2,663.93	\$3,308.08	-\$644.15	\$8,236.41	\$9,924.24	-\$1,687.83
5300-INSURANCE AND BONDS												
5301-INSURANCE	\$5,661.79	7,662.50	-2,000.71		\$7,662.50	-\$7,662.50	\$1,935.00	7,662.50	-\$5,727.50	7,596.79	22,987.50	-15,390.71
5305-TREASURER &EMPLOYEE BONDS		20.83	-20.83		\$20.83	-\$20.83		20.83	-20.83		62.49	-\$62.49
Total 5300-INSURANCE AND BONDS	\$5,661.79	\$ 7,683.33	-\$ 2,021.54	\$0.00	\$7,683.33	-\$7,683.33	\$1,935.00	\$7,683.33	-\$5,748.33	\$7,596.79	\$23,049.99	-\$15,453.20
5400-ADMINISTRATIVE EXPENSE												
5401-OFFICE SUPPLIES, MATERIALS	\$1,012.63	1,607.83	-595.20	\$861.97	\$1,607.83	-\$745.86	\$1,013.26	\$1,607.83	-\$594.57	\$2,887.86	\$4,823.49	-\$1,935.63
Total 5400-ADMINISTRATIVE EXPENSE	\$1,012.63	\$ 1,607.83	-\$ 595.20	\$861.97	\$1,607.83	-\$745.86	\$1,013.26	\$1,607.83	-\$594.57	\$2,887.86	\$4,823.49	-\$1,935.63
5500-PROFESSIONAL SERVICES												
5501-LEGAL	\$1,180.00	1,083.33	96.67	\$1,100.00	\$1,083.33	\$16.67	\$600.00	\$1,083.33	-\$483.33	\$2,880.00	\$3,249.99	-\$369.99
5502-ACCOUNTING AND AUDIT	\$929.07	3,583.33	-2,654.26	\$1,313.21	\$3,583.33	-\$2,270.12	\$1,155.07	\$3,583.33	-\$2,428.26	\$3,397.35	\$10,749.99	-\$7,352.64
5503-CONSULTANTS AND ENGINEERS		10,000.00	-10,000.00		\$10,000.00	-\$10,000.00		\$10,000.00	-\$10,000.00	\$30,000.00	\$30,000.00	-\$30,000.00
Total 5500-PROFESSIONAL SERVICES	\$2,109.07	\$ 14,666.66	-\$ 12,557.59	\$2,413.21	\$14,666.66	-\$12,253.45	\$1,755.07	\$14,666.66	-\$12,911.59	\$6,277.35	\$43,999.98	-\$37,722.63
5600-WATER QUALITY SERVICES												
5601-STREAM GAUGING (OWRB)		1,091.67	-1,091.67		1,091.67	-1,091.67	13,600.00	1,091.67	\$12,508.33	\$13,600.00	\$3,275.01	\$10,324.99
Total 5600-WATER QUALITY SERVICES		\$1,091.67	-\$1,091.67		\$1,091.67	-\$1,091.67	\$13,600.00	\$1,091.67	\$12,508.33	\$13,600.00	\$3,275.01	\$10,324.99
5800-PUMPING POWER	\$51,655.21	\$51,852.45	\$2.76	\$77,436.69	\$77,435.57	\$1.12	\$73,736.14	\$73,781.91	-\$45.77	\$202,828.04	\$202,869.93	-\$41.89
Total Expenses	\$129,840.74	\$162,424.18	-\$32,583.44	\$156,405.99	\$188,207.30	-\$31,801.31	\$169,379.27	\$184,553.64	-\$15,174.37	\$455,626.00	\$535,185.12	-\$79,559.12
Net Operating Income	\$29,469.04	-\$0.15	\$29,469.19	\$30,705.71	-\$0.15	\$30,705.86	\$38,121.12	-\$0.15	\$38,121.27	\$98,295.87	-\$0.45	\$98,296.32
Other Income												
4920-OTHER REVENUES												
4930-SECURITIES VALUE ADJUSTS	\$50,753.63		\$50,753.83	\$38,049.49		\$38,049.49	\$28,756.76		\$28,756.76	\$117,560.08		\$117,560.08
4931-WATER RESOURCE BD GRANTS CEC	\$132,132.73		\$132,132.73				\$98,682.36		\$98,682.36	\$228,815.09		\$228,815.09
4934-OWRB ARPA FUNDS							\$110,484.40		\$110,484.40	\$110,484.40		\$110,484.40
4935 INTEREST INCOME	\$14,544.92		\$14,544.92	\$9,320.71		\$9,320.71	\$12,072.73		\$12,072.73	\$35,938.36		\$35,938.36
Total 4920-OTHER REVENUES	\$197,431.48		\$197,431.48	\$47,370.20		\$47,370.20	\$247,996.25		\$247,996.25	\$492,797.93		\$492,797.93
Total Other Income	\$197,431.48		\$197,431.48	\$47,370.20		\$47,370.20	\$247,996.25		\$247,996.25	\$492,797.93		\$492,797.93
Other Expenses												
5825-NON BUDGETED EXPENSES												
5833-CEC PROJECT	\$17,305.68		\$17,305.68	\$50,578.37		\$50,578.37				\$67,884.05		\$67,884.05
5834-ARPA PROJECT	\$1,822.00		\$1,822.00	\$9,589.80		\$9,589.80	\$153,669.52		\$153,669.52	\$165,081.32		\$165,081.32
5980 T BILL FEE	\$25.00		\$25.00	\$25.00		\$25.00	\$25.00		\$25.00	\$75.00		\$75.00
6000-DEPRECIATION	\$49,607.10		\$49,607.10	\$49,302.17		\$49,302.17	\$48,556.12		\$48,556.12	\$147,465.39		\$147,465.39
Total 5825-NON BUDGETED EXPENSES	\$68,759.78		\$68,759.78	\$109,495.34		\$109,495.34	\$202,500.64		\$202,500.64	\$380,755.76		\$380,755.76
5827-NON ASSESSED EXPENSES												
5828-VARIABLE FREQUENCY DRIVE REPLACEMENT PROJECT												
		\$18,750.00	-\$18,750.00		\$18,750.00	-\$18,750.00		\$18,750.00	-\$18,750.00		\$66,250.00	-\$66,250.00
5829-OFFICE FLOORING REPLACEMENT												
		\$1,250.00	-\$1,250.00		\$1,250.00	-\$1,250.00		\$1,250.00	-\$1,250.00		\$3,750.00	-\$3,750.00
Total 5827-NON ASSESSED EXPENSES		\$20,000.00	-\$20,000.00		\$20,000.00	-\$20,000.00		\$20,000.00	-\$20,000.00		\$60,000.00	-\$60,000.00
Total Other Expenses	\$68,759.78	\$20,000.00	\$48,769.78	\$109,495.34	\$20,000.00	\$89,495.34	\$202,500.64	\$20,000.00	\$182,500.64	\$380,755.76	\$60,000.00	\$320,755.76

Net Other Income	\$128,671.70	-\$20,000.00	\$148,671.70	-\$62,125.14	-\$20,000.00	-\$42,125.14	\$45,495.61	-\$20,000.00	\$65,495.61	\$112,042.17	-\$60,000.00	\$172,042.17
Net Income	\$158,140.74	-\$20,000.15	\$178,140.89	-\$31,419.43	-\$20,000.15	-\$11,419.28	\$83,616.73	-\$20,000.15	\$103,616.88	\$210,338.04	-\$60,000.45	\$270,338.49

**Note**

Prepared by Pexus CPA Group. No assurance provided.

Saturday, Oct 12, 2024 09:08:08 AM GMT-7 - Accrual Basis

Item D.3.

MINUTES OF THE REGULAR BOARD MEETING  
CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT

Thursday, October 3, 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:

Amanda Nairn  
Michael Dean  
Española Bowen  
Edgar O'Rear  
Steve Carano  
Bryan Hapke

Board Members Absent:

Dave Ballew

Staff Present:

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

Others Present:

Dean Couch  
Paul Streets, Midwest City  
Mark Roberts, Midwest City  
Rachel Camp, Norman  
Carrie Evenson, Midwest City  
Paul Cunningham, Worth Hydrochem  
Matthew Green, Worth Hydrochem  
Alan Swartz, Plummer  
Cole Niblett, Garver

Virtual

None

Ms. Nairn had the guests introduce themselves.

## **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. Report- August 2024 financials

Ms. Nairn stated due to Mr. Ballew's absence Mr. Arthur would present the August 2024 financials.

Mr. Arthur stated the operating account, and the sweep account are running a healthy balance. Since the last meeting a \$350,000, Treasury Bill (T-Bill) matured and was reinvested at a rate of 4.6%.

Mr. Arthur pointed out on the Budget vs Actuals that expenses are running below budget two months into the fiscal year. He asked if anyone had any questions about the Balance Sheet or the Budget vs Actuals. Hearing none he moved to the LPL Financial statement.

Mr. Arthur pointed out the balance in the LPL account is \$4,132,727.50 as of August 31, 2024. Mr. Arthur explained that the equities portion of the portfolio is 12.69%. The District's Investment Policy states that no more than 10% should be invested in equities. The extra 2.69% represented is attributable to capital appreciation of stock funds. The undefined asset type is the Eaton Vance short term duration government income fund. The portfolio contains 80.11% of fixed income.

The Abbott Labs, Corporate Bond, in the amount of \$312,000 is coming due 12-15-24. A decision will be forthcoming.

Ms. Nairn asked if there were any other questions. Hearing none she moved to item #3.

### 3. Capital Equipment Fund

Ms. Nairn stated Mr. Arthur will present this discussion.

Mr. Arthur opened his remarks by stating that he regretted that Mr. Ballew was not here for this particular discussion but stated he would be reaching out to him after the meeting to go over the information. Mr. Arthur said that he recently began doing an inventory analysis of the District's current "rolling/wheeled" stock of large equipment. He wanted to better understand each asset's current age, lifespan, projected year of replacement and current cost to replace. From that information he developed a proposed schedule of replacement for each current piece of equipment. This schedule looked 15 years into the future. He presented a spreadsheet that summarized his findings.

Mr. Arthur further discussed opportunities to finance such a schedule and presented the idea of creating a dedicated fund. He proposed that such a fund could be financed by an initial investment from surplus

funds and sustained at an appropriate level by the annual addition of \$75,000. He also presented a graph showing the annual capital asset assessment to the cities each of the last 15 years, which averaged in excess of \$200,000.

Regarding the initial funding from surplus funds, Mr. Arthur reminded the Board of the District's current Budgeting Policy which caps, at the end of each fiscal year, the amount of carryover at \$1.25 million. He said that his current forecasts show a likely carryover at the end of FY 2025 of approximately \$625,000 beyond the \$1.25 million. He suggested that the Board consider utilizing this money for the creation of the fund, rather than returning it to the cities as the Budgeting Policy allows and had been discussed previously. Mr. Arthur recommended that the annual funding of \$75,000 could be accomplished by redirecting the capital gains and dividends from the District's investment account to this fund, in addition to utilizing any remaining O&M assessment funds at the end of each fiscal year. A third option could be to assess the cities.

A lengthy discussion was held. The Board was very supportive of the idea of creating such a fund and financing it by the methods Mr. Arthur proposed. Mr. Streets and Ms. Camp were both asked about their preferences regarding return of any surplus funds vs. diverting them to create this fund. They both said they would prefer a self-funded large equipment replacement fund, as proposed, rather than wide, unpredictable swings in the cities' assessments to replace this equipment.

Ms. Nairn stated that this subject maybe an action item at the next meeting.

Hearing no other questions, Ms. Nairn 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:**

4. Minutes of the regular board meeting held on Thursday, September 5, 2024, and corresponding Resolution

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

Michael Dean made a motion seconded by Espaniola Bowen to approve the minutes and corresponding Resolution.

Roll call vote:

Amanda Nairn Yes  
Michael Dean Yes  
Dave Ballew Absent  
Edgar O'Rear Yes  
Espaniola Bowen Yes  
Steve Carano Yes  
Bryan Hapke Yes

*Motion Passed*

Ms. Nairn moved item # 7 after item #4.

7. Election of the District Officers, and corresponding Resolution

- a. Presentation of Slate of Nominees for President, Vice-President, Secretary and Treasurer
- b. Nominations from floor, if any
- c. Nominations close and vote on Slate of Nominee (s) for President (Amanda Nairn), Vice-President (Michael Dean), Secretary (Española Bowen) and Treasurer (Dave Ballew) if no nominations from floor, or vote on additional nominees from floor, if any, by officer position

Ms. Nairn asked if there were any other nominations from the floor. Hearing none, she entertained a motion to accept the slate.

Steve Carano made a motion seconded by Bryan Hapke to approve the Resolution.

Roll call vote:

Amanda Nairn Yes  
Michael Dean Yes  
Dave Ballew Absent  
Edgar O'Rear Yes  
Española Bowen Yes  
Steve Carano Yes  
Bryan Hapke Yes

*Motion Passed*

5. Annual Report for FY 23-24 to Cleveland County Court, and corresponding Resolution

As required by Title 82, Section 649, Oklahoma Statutes, the District Board of Directors submits an annual report to the Cleveland County Court. Mr. Couch will be filing the report.

Mr. Arthur pointed out the report includes end of the year financials, manager reports, summary of major actions, list of board members, annual audit, and legal addendum. He also stated it would be a great resource for new members.

Finding the Annual Report in good order as presented, Edgar O'Rear made a motion seconded by Steve Carano to approve the Resolution.

Roll call vote:

Amanda Nairn Yes  
Michael Dean Yes  
Dave Ballew Absent  
Edgar O'Rear Yes  
Española Bowen Yes  
Steve Carano Yes  
Bryan Hapke Yes

*Motion Passed*



6. District's Schedule of Regular Meetings for calendar year 2025, and corresponding Resolution

Ms. Nairn commented about July's meeting having an asterisk beside it. She said due to the 4<sup>th</sup> of July holiday, the meeting is scheduled for the 2<sup>nd</sup> Thursday (July 10<sup>th</sup>).

The Board chose to change the January meeting date from January 2<sup>nd</sup> to January 9<sup>th</sup>.

Michael Dean made a motion to amend the date of January 2, 2025, meeting to the 2<sup>nd</sup> Thursday, January 9, 2025, seconded by Espaniola Bowen.

Roll call vote:

Amanda Nairn Yes  
Michael Dean Yes  
Dave Ballew Absent  
Edgar O'Rear Yes  
Espaniola Bowen Yes  
Steve Carano Yes  
Bryan Hapke Yes  
*Motion Passed*

Edgar O'Rear made a motion and Bryan Hapke seconded the motion to approve the amended District's Schedule of Regular Meeting for Calendar Year 2025 and corresponding Resolution.

Roll call vote:

Amanda Nairn Yes  
Michael Dean Yes  
Dave Ballew Absent  
Edgar O'Rear Yes  
Espaniola Bowen Yes  
Steve Carano Yes  
Bryan Hapke Yes  
*Motion Passed*

8. Contract between Central Oklahoma Master Conservancy District, and Worth Hydrochem of Oklahoma, Inc. for SCADA/Telemetry Upgrade, ARPA Grant No. ARP-0023-DPG, and corresponding Resolution

Ms. Nairn reminded everyone that she appointed a subcommittee to work with Mr. Arthur and Dave Carpenter (COMCD Staff). The subcommittee consisted of Mr. Ballew, Mr. Dean, and Ms. Nairn. Once Mr. Hapke was appointed to the Board, Ms. Nairn removed herself and Mr. Hapke agreed to serve on the subcommittee. Mr. Arthur stated that interviews were held with the two companies that submitted bids. Worth Hydrochem was unanimously chosen for the project. Ms. Nairn stated Worth Hydrochem has representatives present to answer any questions.

Mr. Matt Green, from Worth Hydrochem, thanked the Board and stated they are excited to work with the District again.

Ms. Nairn gave Mr. Arthur recognition for a very well written Invitation to Bid. The two bids received were within 3% of each other. She also thanked everyone who contributed.

Espaniola Bowen made a motion seconded by Bryan Hapke to approve the contract with Worth Hydrochem of Oklahoma, Inc. for SCADA/Telemetry upgrade, and corresponding Resolution.

Roll call vote:

Amanda Nairn Yes  
Michael Dean Yes  
Dave Ballew Absent  
Edgar O'Rear Yes  
Espaniola Bowen Yes  
Steve Carano Yes  
Bryan Hapke Yes  
*Motion Passed*

**E. Discussion**

9. Legal Counsel's Report

September 5 provide Legal Counsel report to Kelley Metcalf and attend monthly Board meeting  
September 16 communicate with Kyle Arthur about executive session minutes and COMCD policy about note taking executive sessions  
September 20 provide draft Worth contract regarding SCADA update project to Kyle Arthur  
September 24 draft Legal Addendum for Annual Report submission to District Court for FY-24 with Plans to file Annual Report with District Court after approval by Board  
September 25 review draft resolution about election of officers for Kelley Metcalf  
September 26 communicate with Bodie Batchelor, interim Financial Assistance counsel for the OWRB about receiving VFD quotes under and over the \$100,000 threshold for bidding

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

Hearing no further questions, Ms. Nairn proceeded to the General Manager's Report.

10. General Manager's Report

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

Mr. Arthur stated he would be happy to answer any questions.

Mr. Arthur shared some photos of the "Round 1", attempt to clean out the Norman regulating tank. He thanked Ms. Camp for coordinating the event with the Norman Fire Department. The tank is estimated to have approximately 8 feet of sediment, since it has not been cleaned out since 2001. Mr. Arthur stated in the 2-hour timeframe, his best guess is that 15-20% of the sediment was removed.

11. President's Report

Ms. Nairn reminded everyone of the Fish Fry, Friday, October 25<sup>th</sup>.

12. 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 8:46 P.M.

DRAFT

Resolution  
Of  
CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT  
REGARDING OFFICIAL ACTION

WHEREAS, a quorum of the Board of Directors of the Central Oklahoma Master Conservancy District met in a regular meeting and considered approval of minutes of a previous meeting.

IT IS HEREBY RESOLVED that minutes of the regular board meeting held on October 3, 2024, are approved.

APPROVED by a majority of Board members present on this 7th Day of November, 2024.

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Amanda Nairn, President

Item D.4.

Resolution  
Of  
CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT  
REGARDING OFFICIAL ACTION

WHEREAS, a quorum of the Board of Directors of the Central Oklahoma Master Conservancy District met in a regular meeting and considered approval of the creation of a dedicated Large Equipment Asset Fund; and

WHEREAS, the Board also considered mechanisms by which such a fund may be financed; and

WHEREAS, the District has developed a schedule for anticipated replacement of such assets.

IT IS HEREBY RESOLVED by the Board of Directors of the Central Oklahoma Master Conservancy District that a Large Equipment Asset Fund shall be created.

IT IS FURTHER RESOLVED that said fund shall be financed by an initial deposit of \$325,000 from FY 24-25 operating funds.

IT IS FURTHER RESOLVED that said fund shall be annually financed by a deposit of \$75,000 from a combination of: (1) capital gains and dividends from the District's investment account, (2) any remaining funds from the previous fiscal year's Operations and Maintenance budget, (3) any other method as may be approved by the Board of Directors.

APPROVED by a majority of Board members present on this 7th day of  
November, 2024.

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Amanda Nairn, President

Item D.5.



Resolution  
Of  
CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT  
REGARDING OFFICIAL ACTION

WHEREAS, a quorum of the Board of Directors of the Central Oklahoma Master Conservancy District met in a regular meeting and considered approval of the use of surplus funds to replace aging equipment; and

WHEREAS, the District has developed a schedule for anticipated replacement of such assets; and

WHEREAS, the first two items identified on said schedule are a backhoe and a track loader.

IT IS HEREBY RESOLVED by the Board of Directors of the Central Oklahoma Master Conservancy District that the General Manager is authorized to utilize surplus funds for the purpose of purchasing a backhoe and track loader, with associated implements, following the District's purchasing policy dated March 3, 2022.

IT IS FURTHER RESOLVED that the amount authorized for said purchases shall not exceed \$300,000.

APPROVED by a majority of Board members present on this 7th day of November, 2024.

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Amanda Nairn, President

Item D.6.

Resolution  
Of  
CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT  
REGARDING OFFICIAL ACTION

WHEREAS, a quorum of the Board of Directors of the Central Oklahoma Master Conservancy District met in a regular meeting and considered approval of a declaration of surplus property and instructions on disposal thereof; and

WHEREAS, the District has determined that the following property should be declared as surplus:

- (1) Case Model 580L Series 2 Backhoe S/N JJG0248860
- (2) Bobcat Model T750 Track Loader S/N ANKA12372

IT IS HEREBY RESOLVED by the Board of Directors of the Central Oklahoma Master Conservancy District that the above listed property be declared as surplus.

IT IS FURTHER RESOLVED that said property shall be disposed of through a public auction conducted by a surplus property agent or auctioneer selected by the General Manager.

APPROVED by a majority of Board members present on this 7th day of November, 2024.

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Amanda Nairn, President

Item D.7.

## COMCD Policy: Notes from Executive Sessions

1. The Secretary and one other board member designated by the chair will take notes during an executive session.
2. The two individuals taking notes will jointly prepare a brief written summary of the executive session.
3. A copy of the summary will be made available to the Board members at the next regularly scheduled board meeting. The Board members may either accept the summary or request revisions.
  - a. If the Board members accept the summary, the copies are collected and destroyed with the exception of a single copy that is placed in a sealed envelope and stored in the District files.
  - b. If the revisions are substantial and require discussion, the discussion will take place in an executive session to be scheduled during the next regular board meeting. A single copy of the modified summary, as approved by the board, will be placed in a sealed envelope and stored in the District files.

APPROVED 12-6-18

COMCD Policy on Executive Session Minutes  
November 7, 2024

1. If the Board approves a motion to enter an Executive Session as it appears on a meeting agenda, the President shall designate the Secretary or other Board member to take minutes that summarize the Executive Session proceeding.
2. The minutes shall include the following information:
  - a. subject of the Executive Session as listed on the meeting agenda
  - b. date and time when the Executive Session began
  - c. names of Board members present during the Executive Session
  - d. summary of recommended action or actions to be considered by the Board in regular session
  - e. time when the Executive Session concludes
3. The minutes shall be handwritten summary of discussion and need not to contain a transcription of statements made during the Executive Session.
4. At the conclusion of the Executive Session and immediately upon reconvening in regular session, the Secretary or other Board member that took minutes during the Executive Session will place the written minutes in a sealed envelope marked on the outside as containing minutes of the Executive Session with the date of the meeting. The sealed envelope will be provided to the President who shall then provide the envelope to the General Manager or Office Manager to be retained in the permanent files of the District.

Resolution  
Of  
CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT  
REGARDING OFFICIAL ACTION

WHEREAS, a quorum of the Board of Directors of the Central Oklahoma Master Conservancy District met in a regular meeting and considered approval of a new policy regarding Executive Session minutes; and

WHEREAS, the new policy regarding Executive Session minutes will replace a previous policy about notes from an executive session adopted by the Board on December 6, 2018; and

WHEREAS, the new policy regarding Executive Session minutes is intended to comply with the requirements of the Oklahoma Open Meeting Act and opinions of the Oklahoma Attorney General about taking and retaining minutes of executive sessions of public bodies.

IT IS HEREBY RESOLVED by the Board of Directors of the Central Oklahoma Master Conservancy District that the District hereby approves the new policy regarding Executive Session minutes to replace the previous policy on notes from an executive session.

APPROVED by a majority of Board members present on this 7th day of November, 2024.

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Amanda Nairn, President

Item D.8.



**RESOLUTION NO. \_\_\_\_\_**

A RESOLUTION AMENDING AN EMPLOYEE RETIREMENT SYSTEM, DEFINED BENEFIT PLAN FOR THE CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT BY ADOPTING A REVISED AND RESTATED RETIREMENT PLAN; PROVIDING RETIREMENT BENEFITS FOR ELIGIBLE EMPLOYEES OF THE CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT; PROVIDING FOR PURPOSE AND ORGANIZATION; PROVIDING FOR DEFINITIONS; PROVIDING FOR ELIGIBILITY AND PARTICIPATION; PROVIDING FOR NON-ALIENATION OF BENEFITS; PROVIDING FOR EMPLOYER AND EMPLOYEE CONTRIBUTIONS; PROVIDING FOR ACCOUNTING, ALLOCATION, AND VALUATION; PROVIDING BENEFITS; PROVIDING FOR REQUIRED NOTICE; PROVIDING FOR AMENDMENTS AND TERMINATION; PROVIDING FOR TRANSFER TO AND FROM OTHER PLANS; CREATING A RETIREMENT COMMITTEE AND PROVIDING FOR POWERS, DUTIES, AND RIGHTS OF RETIREMENT COMMITTEE; PROVIDING FOR PAYMENT OF CERTAIN OBLIGATIONS; PROVIDING FOR DURATION AND PAYMENT OF EXPENSES; PROVIDING FOR EFFECTIVE DATE; PROVIDING FOR VESTING SCHEDULES; PROVIDING FOR A FUND TO FINANCE THE SYSTEM TO BE POOLED WITH OTHER INCORPORATED CITIES, TOWNS AND THEIR AGENCIES AND INSTRUMENTALITIES FOR PURPOSES OF ADMINISTRATION, MANAGEMENT, AND INVESTMENT AS PART OF THE OKLAHOMA MUNICIPAL RETIREMENT FUND; PROVIDING FOR PAYMENT OF ALL CONTRIBUTIONS UNDER THE SYSTEM TO THE OKLAHOMA MUNICIPAL RETIREMENT FUND FOR MANAGEMENT AND INVESTMENT; ADOPTING THOSE AMENDMENTS MANDATED BY THE INTERNAL REVENUE CODE; PROVIDING FOR REPEALER AND SEVERABILITY.

**BE IT RESOLVED BY THE BOARD OF DIRECTORS OF CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT:**

**Section 1.** That pursuant to the authority conferred by the laws of the State of Oklahoma, and for the purpose of encouraging continuity and meritorious service on the part of employees and thereby promote public efficiency, there is hereby authorized created, established, and approved and adopted, effective as of **January 1, 2025**, the amended and restated Plan designated "Employee Retirement System of Central Oklahoma Master Conservancy District, Defined Benefit Plan," (hereinafter called System), an executed counterpart of which is marked Exhibit "A" (Joinder Agreement) and Exhibit "B" (amended and restated plan) and attached hereto as part hereof.

**Section 2. FUND.** A fund is hereby provided for the exclusive use and benefit of the persons entitled to benefits under the System. All contributions to such fund shall be paid over to and received in trust for such purpose by the Authority. Such Fund shall be pooled for purposes of management and investment with similar funds of other incorporated cities, towns, and municipal trusts in the State of Oklahoma as a part of the Oklahoma Municipal Retirement Fund in accordance with the trust agreement of the Oklahoma Municipal Retirement Fund, a public trust. The Authority shall hold such contributions in the form received, and from time to time pay over and transfer the same to the Oklahoma Municipal Retirement Fund, as duly authorized and directed by the Board of Trustees. The Fund shall be nonfiscal and shall not be considered in computing any levy when the annual estimate is made to the County Excise Board.

**Section 3. APPROPRIATIONS.** The Central Oklahoma Master Conservancy District is hereby authorized to incur the necessary expenses for the establishment, operation, and administration of the System, and to appropriate and pay the same. In addition, the Central Oklahoma Master Conservancy District, is hereby authorized to appropriate annually such amounts as are required in addition to employee contributions to maintain the System and the Fund in accordance with the provisions of the Defined Benefit Plan. Any appropriation so made to maintain the System and Fund shall be for deferred wages or salaries, and for the payment of necessary expenses of operation and administration to be transferred to the trustees of the Oklahoma Municipal Retirement Fund for such purposes and shall be paid into the Fund when available, to be duly transferred to the Oklahoma Municipal Retirement Fund.

**Section 4. EXECUTION.** The Chairman and Secretary be and they are each hereby authorized and directed to execute (in counterparts, each of which shall constitute an original) the System instrument, and to

do all other acts and things necessary, advisable, and proper to put said System and related trust into full force and effect, and to make such changes therein as may be necessary to qualify the same under Sections 401(a) and 501(a) of the Internal Revenue Code of the United States. The counterpart attached hereto as Exhibit "A" and Exhibit "B", which has been duly executed as aforesaid simultaneously with the passage of this Resolution and made a part hereof, is hereby ratified and confirmed in all respects.

This Board of Directors is hereby authorized and directed to proceed immediately on behalf of the Central Oklahoma Master Conservancy District, to pool and combine the Fund into the Oklahoma Municipal Retirement Fund as a part thereof, with similar funds of such other cities and towns, for purposes of pooled management and investment.

**Section 5. REPEALER.** Any Resolution inconsistent with the terms and provisions of this Resolution is hereby repealed, provided, however, that such repeal shall be only to the extent of such inconsistency and in all other respects this Resolution shall be cumulative of other Resolutions regulating and governing the subject matter covered by this Resolution.

**Section 6. SEVERABILITY.** If, regardless of cause, any section, subsection, paragraph, sentence or clause of this Resolution, including the System as set forth in Exhibit "A" and Exhibit "B", is held invalid or to be unconstitutional, the remaining sections, subsections, paragraphs, sentences, or clauses shall continue in full force and effect and shall be construed thereafter as being the entire provisions of this Resolution.

\*\*\*END\*\*\*

The undersigned hereby certifies that the foregoing Resolution was introduced before the Board of Directors of the Central Oklahoma Master Conservancy District on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, and was duly adopted and approved by the Chairman and Board of Directors on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, after compliance with notice requirements of the Open Meeting Law (25 OSA, Sections 301, et. seq.).

**CENTRAL OKLAHOMA MASTER CONSERVANCY DISTRICT**

By \_\_\_\_\_

ATTEST:

\_\_\_\_\_  
Secretary

Approved as to form and legality on \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
ATTORNEY



**3. Eligibility.**

Eligible Employees shall commence participation in the Plan: (Select only one)

- month(s) (any number of months up to twelve consecutive) after the Employee's Employment Commencement Date or the date the individual meets the definition of Employee in Section 2 hereof, provided that the individual has met the definition of Employee in Section 2 hereof throughout such period.
- On the Employee's Employment Commencement Date.

**4. Definition of Compensation.**

Compensation shall exclude the item(s) listed below:

- No exclusions.
- Overtime pay.                       Bonuses.
- Commissions.                       Longevity pay.                       Severance pay.
- Accrued vacation or sick leave paid upon termination of employment and moving expenses.
- Fringe benefits, expense reimbursements, deferred compensation and welfare benefits.
- Other: [must be definitely determinable]

**5. Average Monthly Compensation.**

The considered period for purposes of the definition of "Average Monthly Compensation" in Section 2.1 of the Plan is:

- sixty (60) consecutive months.
- thirty-six (36) consecutive months.

**6. The Employer hereby elects the following Plan design:**

- Mandatory Contribution Option.** A Participant shall be required to contribute to the Plan for each Plan Year the percentage of his Compensation ("Mandatory Contributions") required by the Plan in Section 8 of this Joinder Agreement. Mandatory Contributions shall be made by payroll deductions. A Participant shall authorize such deductions in writing on forms approved by, and filed with, the Committee.

If the Participant's Mandatory Contributions pursuant to the preceding paragraph are to be taxed deferred:

- Pick Up Option. The Employer hereby elects to have the provisions of Section 3.4 of the Plan apply. The Employer shall pick up and pay the percentage of each Participant's Compensation required to be contributed as of **July 1, 1999** [insert date] in lieu of contributions by the Participant. No Participant shall have the option of receiving the contributed amounts directly as Compensation.

- Non-Contributory Option.** Participants shall not be required nor permitted to contribute to the Plan.

**7. A. Payment Options.** The Employer hereby elects the following minimum number of payments for employees eligible to receive benefits under Article IV of the Plan:

- Sixty (60) monthly payments.
- One hundred and twenty (120) monthly payments.

**B. Plan Options.** The Employer hereby elects the following plan designation and percentage used in calculating benefits under Section 5.1 of the Plan.

- Plan AAA – 3.00% with no maximum Years of Service
- Plan AAA – 3.00% recognizing a maximum of 22 Years of Service
- Plan AA 2.625%     Plan BB 2.25%     Plan CC 1.875%
- Plan A 1.50%     Plan B 1.125%     Plan C .75%

**C. Normal Retirement Age.** Normal retirement age shall be:

- age 65 with completion of five (5) Years of Service
- The earlier of (i) and (ii) as follows:
  - (i) age 65 with completion of five (5) Years of Service
  - (ii) the later of (a) or (b), where (a) and (b) are as follows:

- (a)  age 62                       \_\_\_\_\_
- (b)  the age at which the Participant has completed 30 Years of Service.

- the age at which the Participant has completed \_\_\_\_\_ Years of Service

**Examples:** An employee hired at age 20 who worked for 30 years and terminated at age 50 would be entitled to unreduced payments at age 62.

An employee hired at age 30 who worked for 25 years and terminated at age 55 would be entitled to unreduced payments at age 65.

Modified Rule of 80:

The earlier of (i) and (ii) as follows:

- (i) age 65 with completion of five (5) Years of Service
- (ii) the later of age 55 and the age at which the sum of the Participant's age in completed years and the participant's number of completed Years of Service in the Fund total 80 or greater. To be eligible, the Participant's age plus Years of Service in the Fund must be at least 80 prior to termination of employment (or, after termination of employment in the case of a Participant who transfers to another Municipality in accordance with Section 8.1(b) of the Plan).

- Examples:**
- 1. An employee hired at age 30 who worked for 25 years and terminated at age 55 would be entitled to unreduced payments immediately. Age 55 plus 25 years equals 80.
  - 2. An employee hired at age 20 who worked for 30 years and terminated at age 50 would be entitled to unreduced payments at age 55. The employee has age plus Years of Service points at age 50 but the minimum age for payment is 55.
  - 3. An employee hired at age 25 who worked for 25 years and terminated at age 50 would be entitled to unreduced payments at age 65. Age 50 plus 25 years is less than 80, so the Normal Retirement Age is 65.

[Note: The Normal Retirement Age of an employer's plan must comply with the final NRA regulations under Treas. Reg § 1.401(a)-l(b) applicable to governmental pension plans effective for employees hired during plan years beginning on or after the close of the first regular legislative session of the legislative body with the authority to amend the plan that begins on or after the date that is three (3) months after the final regulations are published in the Federal Register.]

**D. Vesting Options.** The Employer hereby elects the following vesting option to determine an Employee's eligibility to receive retirement benefits.

- Ten Year Cliff Vesting Schedule
- Seven Year Cliff Vesting Schedule
- Five Year Cliff Vesting Schedule

**E. Service Credit Prior to Effective Date.** The Employer hereby elects to include the following limitation of service prior to the effective date.

- No limitation
  - For all purposes under the Plan
  - With respect to Service for purposes of vesting and attainment of Normal Retirement Age
- Service credit prior to the effective date shall not exceed years
  - For all purposes under the Plan
  - With respect to Service for purposes of benefit accruals.

**F. Service Buyback.** The Employer hereby elects

- No service buyback pursuant to Section 10.10 of the Plan
- The service buyback provisions of Section 10.10 of the Plan.

**G. Service for Worker's Compensation Period.** If a Participant is on an Authorized Leave of Absence and is receiving worker's compensation during such Authorized Leave of Absence, such Participant

- shall be credited with Service for such period for purposes of vesting only and not for purposes of benefits, but no Employee contributions shall be made with respect to the Participant for such period.
- shall not be credited with Service for such period.

**H. Additional Service Credit.** Notwithstanding anything to the contrary herein or in the Oklahoma Municipal Retirement Fund Master Defined Benefit Plan, "Service" as defined in Section 2.1(mm) of the Plan shall include the following: (7) Uniformed Service. Effective May 1, 2005, service for benefit purposes (and not for vesting purposes) shall include the last continuous period of service in the uniformed services, provided that: (i) the Participant must make a written application to the Committee requesting such credit and providing written proof of such service; (ii) the amount of service that will be credited under this Subsection (7) shall not exceed two years; and (iii) such service in the uniformed services has not already been included in another retirement plan of a Municipality that participates in the Oklahoma Municipal Retirement Fund. Partial years of service shall not be credited under this Subsection (7). For purposes of this Subsection (7), "service in the uniformed services" shall mean full time active duty in the United States Army, Navy, Air Force, Marines or Coast Guard. Provided, however, notwithstanding anything to the contrary herein, service under this provision shall only be included for purposes of this Plan and not for purposes of any other retirement plan of a Municipality that participates in the Oklahoma Municipal Retirement Fund.

**8. Contributions by Participants.**

If Participants are required to contribute to the cost of providing benefits under this Plan, such contributions shall be based on the plan designation selected in Section 7B above and shall apply to pay periods commencing on and after July 1, 2000.

a.  The Participant contribution formula in Section 3.3 of the Plan shall use the following percentage for the Plan Option selected in Section 7B of this Joinder Agreement:

Plan AAA – 6.00%

Plan AA - 5.25%      Plan BB - 4.50%      Plan CC - 3.75%

Plan A – 3.00%      Plan B - 2.25%      Plan C - 1.50%

b.  The contribution formula shall be % [insert number between 0 and twelve] of compensation.

c.  The contribution as annually determined each year shall be shared by the Participant and Employer as follows: Employee portion % Employer portion %  
(Participant plus Employer percentages must total 100%.)

The contribution will be actuarially determined based on Plan assets and liabilities as of January 1 of each year as a percent of payroll, which will then be shared between the Employer and Participant as noted above. These contribution rates will be in effect from July 1 of that year until June 30 of the subsequent year.

**9. Cost-of-Living Option.**

For purposes of adjusting retiree and beneficiary pensions, the Employer hereby elects the following:

No Cost-of-Living Option.

Cost-of-Living Option. This election applies to Sections 5.1 (Normal Pension), 5.2 (Early Pension), 5.3 (Disability Pension), 5.4 (Deferred Vested Pension), 6.2 (Death Prior to Commencement of Pension), 6.3(a) and 6.3(b) (Death After Commencement of Pension), and 6.4 (Spouse's Pension) and provides annual benefit increases or decreases of the smaller of three percent (3%) or the percentage change in the Consumer Price Index.

The effective date of the Cost-Of-Living Option shall be July 1, 1989, the original date that the Employer elected the Cost-Of-Living Option.

**10. Retiree Plan Improvement Option.**

Benefits payable to or on behalf of a former Employee under Article V, Article VI, or Article VII of the Plan, which are due or in the course of payment on or after the Effective Date of this Joinder Agreement, shall

be increased according to the Plan Option elected herein. Such increased benefits shall be reflected in any periodic payments due or paid on or after the Effective Date of the Joinder Agreement. It is not intended for this change to be retroactive and any periodic payments due prior to such date shall not be affected.

be increased by % effective . Such increased benefits shall be reflected in any periodic payments due or paid after such date. It is not intended for this change to be retroactive and any periodic payments due prior to such date shall not be affected.

not be increased unless such former Employee is subject to Section 10.8 or 10.9 of the Plan, but shall continue to be paid under the terms of the Previous Plan.

**11. Limitations on Optional Benefit Forms.**

Section 7.2 of the Plan provides for a lump sum payment form, an installment payment form that would be payable over a fixed number of years (at which time all payments would cease), or the purchase of an insured annuity. The Employer hereby elects the following:

Optional benefit forms under Section 7.2 of the Plan will not be permitted.

Optional benefit forms under Section 7.2 of the Plan will be permitted, subject to Retirement Committee approval for any such elections by a Participant, subject to the following limitation(s):

(The above election has no effect on the joint and survivor optional benefit forms under Section 7.1).

**12. Defined Contribution Option.**

Not applicable.

Participant shall be entitled to the benefit under this option as described in Sections 3.6 and 6.8 of the Oklahoma Municipal Retirement Fund Master Defined Benefit Plan, in addition to the benefit determined according to Section 7B. Each Participant shall be required to contribute to the Plan \_\_\_% of his or her Compensation. Those contributions shall be picked up and assumed by the Employer and paid to the Fund in lieu of contributions by the Participant. No Participant shall have the option of receiving the contributed amounts directly as Compensation.

This option shall be effective [include the earlier of the date this Option was originally adopted in a Joinder Agreement or the date of adoption in the current Plan Year].

**13. The Employer has consulted with and been advised by its attorney concerning the meaning of the provisions of the Plan and the effect of entry into the Plan.**

IN WITNESS WHEREOF the Central Oklahoma Master Conservancy District has caused its corporate seal to be affixed hereto and this instrument to be duly executed in its name and behalf by its duly authorized officers this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

Central Oklahoma Master Conservancy District

By: \_\_\_\_\_

Title: \_\_\_\_\_

Attest:

\_\_\_\_\_

Title: \_\_\_\_\_

(SEAL)

The foregoing Joinder Agreement is hereby approved by the Oklahoma Municipal Retirement Fund this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

OKLAHOMA MUNICIPAL RETIREMENT FUND

By: \_\_\_\_\_

Title: \_\_\_\_\_

Attest:

\_\_\_\_\_  
Secretary

(SEAL)

**Required Disclosures.** This Joinder Agreement is to be used only with the Oklahoma Municipal Retirement Fund Master Defined Benefit Plan. Failure to properly complete this Joinder Agreement may result in failure of the Plan to qualify under Code Section 401(a). In accordance with IRS Rev. Proc. 2017-41, the Provider (as defined in Rev. Proc. 2017-41) who has obtained Internal Revenue Service approval of the Oklahoma Municipal Retirement Fund Master Defined Benefit Plan has authority under the Plan document to amend the Plan on behalf of adopting employers for certain changes in the Code, regulations, revenue rulings, other statements published by the Internal Revenue Service, including model, sample or other required good faith amendments. The Provider will inform adopting employers of any such amendments or of the discontinuance or abandonment of the Pre-Approved Plan document. The name, address and telephone number of the Provider are: McAfee & Taft A Professional Corporation, 8th Floor, Two Leadership Square, 211 N. Robinson, Oklahoma City, OK 73102, telephone (405) 552-2231. Any inquiries by the adopting employer regarding the adoption of the Plan, the meaning of Plan provisions, or the effect of the Internal Revenue Service advisory letter on the Pre-Approved Plan may be directed to the Provider.

**Reliance on Sponsor Opinion Letter.** The Provider has obtained from the IRS an Opinion Letter (as defined in Rev. Proc. 2017-41) specifying the form of this Joinder Agreement and the basic plan document satisfy, as of the date of the Opinion Letter, Code §401. An adopting Employer may rely on the Preapproved Plan Sponsor's IRS Opinion Letter only to the extent provided in Rev. Proc. 2017-41. The Employer may not rely on the Opinion Letter in certain other circumstances or with respect to certain qualification requirements, which are specified in the Opinion Letter and in Rev. Proc. 2017-41 or subsequent guidance. In order to have reliance in such circumstances or with respect to such qualification requirements, the Employer must apply for a determination letter to Employee Plans Determinations of the IRS.



Item E.10.

## Manager's Report – November, 2024

### New Equipment Building

- Settling in nicely to our new facility
  - All equipment has been cleaned and moved in
  - Fits very nicely with room to spare
  - Also storing fish-fry supplies (chairs, tables, etc.)
  - Purchased three new flammable storage cabinets
- General clean-up in the old equipment building (henceforth named the “Maintenance Barn”) and the lean-to structure
  - Maintenance Barn
    - Now specifically designated for equipment maintenance and welding
    - Cleaned-up and reorganized
    - Large garage door bay will be for equipment maintenance
  - Lean-to
    - Scraped and repainted exterior wood surfaces
    - Raised doors to prevent dragging
    - Installed stops to prevent doors from coming off tracks
    - Measured to replace rotted door and door jam

### SCADA/Telemetry Project

- Worked by Worth Hydrochem has commenced
- On target to meet March 31 deadline
- Purchased pump optimization software for Norman pumps to be installed at the same time
  - Plan is to trial the software with these pumps and, if successful, implement on the remainder of the pumps

### VFD Replacement Project

- New VFDs purchased and received for the Main Pumping Plant
  - Will do Relift once we have finished the Main Plant
- Will be coordinating installation with the SCADA project

### ARPA Funds

- Of the \$1,409,648 originally granted to the District, we have spent \$1,296,628, leaving \$113,020
- SCADA project will utilize the remainder of the funds, leaving \$172,338 to be covered by surplus funds
- From these funds we have funded the following:
  - Emergency generators at Main Plant
  - Replacement of all pumps at the Main Plant
  - New equipment building
  - Replacement of VFDs at the Main Plant
  - SCADA Upgrades (partial)
- Very pleased with what we've accomplished!

#### Tinker Tie-In

- Is complete and new line has been in use since Oct 10<sup>th</sup>
- Tie-in procedures went very well
  - Shutdown commenced on October 6<sup>th</sup>
  - Line was blown down
  - New line was flushed
  - Final tie-in on the west side at Air Depot Blvd
  - Some initial turbidity at Del City Plant, but cleared up within 18-24 hours
- Attended Pre-Final Inspection to create final punch list to complete project on October 29<sup>th</sup>
  - Everything looks good

#### Fish Fry

- Was a rousing success!
- Thanks to all the staff for their (usual) hard work to make it happen
- We estimate 140 attended and the weather was spectacular

#### Relift

- Pulled Pump 1 at the Relift (MWC) to complete pump rebuilds for the Midwest city side
- Pulled Motor off Pump 5 (DC) for Meg testing to diagnose fault code
- Obtaining quote on parts for rehabilitation of Pumps 7 and 8 Del City

#### C.A.S.T. for kids

- Tim Carr and Steve McKinney (COMCD Staff) captained the District's boat in Lake Thunderbird's C.A.S.T. for kids
- Received a package from this year's family, which included a Thank You card, pictures and a book