Waurika Lake Master Conservancy District
Minutes
October 1, 2024

The President, Mr. Duren, announced filing of meeting notice and posting of agenda more than 24 hours before the meeting in prominent public view at the business office of the Waurika Lake Master Conservancy District and at the City Clerk's office in each member city.

Directors attending the meeting:

Jim Bernard, Waurika
Tom Daughtrey, Duncan
Barry Duren, Duncan
Larry Neal, Lawton
Justin Phelps, Lawton
Shane Taylor, Comanche
Dick Wann, Walters
Evan Watson, Lawton

Directors not attending the meeting:

David Leonard, Duncan
Laura Vardell, Temple
Chris Watkins, Waurika

The President called for approval of the minutes of the last meeting.

Mr. Neal made the following motion.

RESOLVED, THE MINUTES OF THE LAST MEETING ARE APPROVED AS PRESENTED.

The motion received a second from Mr. Wann. Voting approval for the motion were Directors Bernard, Daughtrey, Duren, Neal, Phelps, Taylor, Wann and Watson. Voting against the motion, none.

Visitors attending the meeting:

Scott Vaughn, Chisholm Trail Consulting

The President, Mr. Duren, called on Mr. Wann for the treasurer's report for September, 2024.

Balance in treasury account	$ 481,539.84
Balance in checking account	$ 61,642.14
Amount in investments	$3,630,417.59
	$4,173,599.57

Fund balances:

Debt Service Fund		$ 942,786.38
2017 Refinance 2010 Water Storage Purchase		$ 127,199.84
Silt removal and line extension project		$ 45,283.91
Refinance west conveyance facility		$ 85,360.83
Cities trust accounts		$ 48,399.97
City of Temple	$27,245.70	
City of Waurika	$21,154.27	
Capital Account		$2,924,568.64
		$4,173,599.57

Mr. Wann stated there was an investment schedule and other supporting documentation included in his report. He also stated he reviewed the credit card expenditures and found all expenditures related to the business of the district.

Mr. Wann stated he had concluded his report.

Mr. Daughtrey made the following motion.

> RESOLVED, THE TREASURER'S REPORT FOR SEPTEMBER, 2024 IS APPROVED AS PRESENTED.

The motion received a second from Mr. Bernard. Voting approval for the motion were Directors Bernard, Daughtrey, Duren, Neal, Phelps, Taylor, Wann, and Watson. Voting against the motion, none.

The President called on Mr. Hightower, attorney for the district, for his report.

Mr. Hightower on reported the following:

1. Research Use of Machine Learning to aid in managing the control system and VFD's.
2. Medicine Park/BIA Easement.
3. Reviewed ARPA Contract 13
4. Audit letter for the year ended August 31, 2022

Mr. Hightower stated he had concluded his report.

The President called on Mr. Taylor, manager for the district, for his report.

Mr. Taylor reported the following.

<u>1. Attorney Invoices</u>. Mr. Taylor stated the district received invoices from Burgess, Burgess, Burgess, and Hightower for September, 2024 in the amount of $4,688.05. Mr. Taylor requested approval of these invoices for payment.

Mr. Phelps made the following motion.

> RESOLVED, THE INVOICES FROM BURGESS, BURGESS, BURGESS & HIGHTOWER FOR SEPTEMBER, 2024 IN THE AMOUNT OF $4,688.05 ARE APPROVED FOR PAYMENT.

The motion received a second from Mr. Watson. Voting approval for the motion were Directors Bernard, Daughtrey, Duren, Neal, Phelps, Taylor, Wann and Wason. Voting against the motion, none.

<u>2. Presentation of the audit for the year ended August 31, 2024</u>.

Mary Johnson presented the compliance and financial for the year ended August 31, 2022.

Mr. Neal made the following motion.

> RESOLVED THE AUDIT FOR THE YEAR ENDED AUGUST 31, 2022 IS ACCEPTED.

The motion received a second from Mr. Bernard. Voting approval for the motion were Directors Bernard, Daughtrey, Duren, Neal, Phelps, Taylor, Wann, and Watson. Voting against the motion none.

3. General ARPA Update. Mr. Vaughn presented the Status Report dated September 30, 2024.

4. ARPA Engineering Invoice. The district has received the latest ARPA invoice from Chisholm Trail Consulting, invoice ARP2.9, in the amount of $42,317.06. Mr. Taylor requested approval of this invoice for payment.

Mr. Wann made the following motion.

> RESOLVED, THE INVOICE FROM CHISHOLM TRAIL CONSULTING IN THE AMOUNT OF $42,317.06 IS APPROVED FOR PAYMENT.

The motion received a second from Mr. Watson Voting approval for the motion were Directors Bernard, Daughtrey, Duren, Neal, Phelps, Taylor, Wann, and Watson. Voting against the motion, none.

5. ARP-23-0016-DPG Bid Approvals for Contract 13, Transformers. Bids for Contract 13, three substation transformers, were opened on August 29, 2024. Two bids were received from Rexel and Elliott Elect Supply, Inc. Staff recommends accepting the Elliott Electric Supply, Inc. bid for $1,460,387 and accepting the alternates of the cooling fans, waive minor defects, and approve the addendum.

Mr. Daughtrey made the following motion.

> RESOLVED, THE BID FROM ELLIOTT ELECTRICAL SUPPLY, INC. FOR $1,460,387 IS APPROVED. ACCEPTING THE ALTERNATES OF THE COOLING FANS, WAIVE MINOR DEFECTS , AND APPROVE THE ADDENDUM.

The motion received a second from Mr. Bernard. Voting approval for the motion were Directors Bernard, Daughtrey, Duren, Neal, Phelps, Taylor, Wann, and Watson. Voting against the motion, none.

6. ARP-23-0016-DPG Bid Approval for Contract 11.2, Switchgear. Bids were opened September 12, 2024. Two separate bids were received from the same company. One bid was from Eaton and the other from S&C. Staff recommends accepting the Elliott base bid for Eaton $1,132,782 approving the addendum and waiving minor defects.

Mr. Bernard made the following motion.

RESOLVED, THE ELIOTT BASE BID FOR EATON FOR $1,132,782 IS APPROVED, APPROVING THE ADDENDUM AND WAIVING MINOR DEFECTS IS APPROVED.

The motion received a second from Mr. Taylor. Voting approval for the motion were Directors Bernard, Daughtrey, Duren, Neal, Phelps, Taylor, Wann, and Watson. Voting against the motion, none.

7. ARP-23-0016-DPG Bid Approval for Contract 9, Motors. Bids for Contract 9 were opened September 12, 2024. Two bids were received from LEI and E&I Sales. The low bid was LEI at $544,382. Staff recommends approving the LEI bid, waiving minor defects, and approving the addendum.

Mr. Watson made the following motion.

RESOLVED, CONTRACT 9, THE BID FROM LEI FOR $544,382 WAIVING MINOR DEFECTS AND APPROVING THE ADDENDUM IS APPROVED.

The motion received a second from Mr. Daughtrey. Voting approval for the motion were Directors Bernard, Daughtrey, Duren, Neal, Phelps, Taylor, Wann, and Watson. Voting against the motion, none,

8. ARP-23-0016-DPG Bid Approval for Contract 6.1, Cameras and Controllers. Two bids were received on September 12, 2024 from Citizen Contracting/Titan Security and Advanced Surveillance of Oklahoma City. The Citizen/Titan bid had math errors totaling $16,618.89, no warranty information and minor defects. The Advanced Surveillance bid was complete. Staff recommends declaring Citizen contracting bid as non-responsive and accepting the Advance Surveillance bid of $85,658.92.

Mr. Neal made the following motion.

RESOLVED, CONTRACT 6.1, CAMERAS AND CONTROLLERS BID FROM ADVANCED SURVEILLANCE FOR $85,658.92. IS APPROVED.

The motion received a second from Mr. Watson. Voting approval for the motion were Directors Bernard, Daughtrey, Duren, Neal, Phelps, Taylor, Wann, and Watson. Voting against the motion, none.

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9. ARP-23-0016-DPG Bid Approval for Contract 6.2, A/C units, Electric Panels and Circuit Breakers. One bid was received on September 12 2024 from Ptahman Construction for $10,847.20. Staff recommends using WLMCD funds for this award as waiting for the SAM approval takes time and money.

Mr. Wann made the following motion.

> RESOLVED, CONTRACT 6.2, A/C UNITS, ELECTRC PANELS AND CIRCUIT BREAKERS WILL BE PAID FROM WLMCD FUNDS.

The motion received a second from Mr. Phelps. Voting approval for the motion were Directors Bernard, Daughtrey, Duren, Neal, Phelps, Taylor, Wann, and Watson. Voting against the motion, none.

10. Approval to Solicit Bids for ARP-23-0016-DPG Contract 8, Towers. Contract 8, Towers is red to solicit bids. This project will relocate the communications towers at the Lake and Duncan Relift and install a new tower at the Lawton Relift.

Mr. Taylor made the following motion.

> RESOLVED, THE REQUEST TO SOLICIT BIDS FOR CONTRACT 8, TOWERS IS APPROVED.

The motion received a second from Mr. Wann. Voting approval for the motion were Directors Bernard, Daughtrey, Duren, Neal, Phelps, Taylor, Wann, and Watson. Voting against the motion, none.

The President called for committee reports. There were none.

The President called for new business. There was none.

Mr. Wann made a motion to adjourn. The motion received a second from Mr. Daughtrey.

The President stated the next regular meeting of the Waurika Lake Master Conservancy District Board of Directors would be on November 5, 2024 at 2:00 p.m. and will be held at the Waurika Lake Master Conservancy District complex.

The October 1, 2024 regular meeting of the Waurika Lake Master Conservancy District Board of Directors adjourned at 3:15 p.m.

PREPARED BY:

CHARLOTTE KNUTSON
OFFICE MANAGER

APPROVED BY:

DICK WANN
SECRETARY/TREASURER