

**OKLAHOMA CAPITOL IMPROVEMENT AUTHORITY**  
**Special Meeting Minutes**  
**November 7, 2016**  
**2:00 p.m.**  
**Governor's Large Conference Room**  
**State Capitol Building**  
**Oklahoma City, Oklahoma**

A meeting notice was filed with the Secretary of State and agenda posted in accordance with the Open Meeting Act.

**MEMBERS PRESENT:** Todd Lamb, Lt. Governor  
Ken Miller, State Treasurer  
Dick Dutton, Director, Tourism and Recreation  
Thomas Kemp, Secretary-Member, Oklahoma Tax Commission  
Ed Lake, Director, Department of Human Services  
Mike Patterson, Director, Oklahoma Dept. of Transportation

**MEMBERS ABSENT:** Mary Fallin, Governor  
Preston Doerflinger, Director, OMES

**GUESTS:** Kimberlee Williams, Office of Management and Enterprise Services  
Beverly Hicks, Office of Management and Enterprise Services  
Travis Monroe, OCIA Administrator  
Angela Pierce, OCIA Staff  
Kim Heaton, Attorney General's Office  
Jim Joseph, State Bond Advisor  
Jordan Perdue, Bond Advisor's Office  
Claudia Connor, Department of Tourism and Recreation  
Donald R. Hackler Jr., Oklahoma Department of Commerce  
Keith Beall, Lieutenant Governor's Office  
Barbara Hoberock, Tulsa World  
Shawn Ashley, ECapitol

**1. Call to order and establish a quorum. [Chair]**

Lt. Governor Lamb called the meeting to order at 2:00 p.m. A roll call was taken and a quorum was established. He was advised that notice of the meeting had been given, and an agenda posted in accordance with the Open Meeting Act.

**2. Approval of the September 26, 2016 Minutes. [Chair and Board]**

Director Lake moved to approve the September minutes. Director Dutton seconded the motion. The motion passed unanimously:

Lt. Governor Lamb – aye; Treasurer Miller – aye; Commissioner Kemp – aye; Director Lake – aye; Director Patterson – aye; Director Dutton – aye.

**3. Discussion and possible action by the Authority on recommendation from the selection committee to select special tax counsel for the proposed sale of Lincoln Boulevard Renaissance property depicted in the enclosed exhibit to the CLO. [Angela Pierce & Jim Joseph]**

Ms. Pierce made known the committee met on November 27, 2016 and a consensus was reached. Director Dutton shared the three bids received and the provider's qualifications were discussed. The committee recommended Hawkins, Delafield and Wood as special tax counsel for the proposed sale. They were the lowest bid and the State Bond Advisor has had positive dealings with them in the past.

Treasurer Miller moved to accept the recommendation from the subcommittee. Director Lake seconded the motion. The motion passed unanimously:

Lt. Governor Lamb – aye; Treasurer Miller – aye; Commissioner Kemp – aye; Director Lake – aye; Director Patterson – aye; Director Dutton – aye.

**4. Discussion relating to the process for finalizing the proposed sale to the CLO of the Lincoln Boulevard Renaissance property authorized in 73 O.S. § 301.1. [Angela Pierce & Kim Heaton]**

Ms. Pierce informed the Board that since the professional services providers related to the sale have been selected, OCIA will move forward to obtain a tax opinion and set up the necessary escrow. OCIA is drafting an agreement with the CLO laying out the details of the process. OCIA will come back at a later date with the agreement of the sale for approval from the Authority.

Ms. Heaton said they have a draft of the agreement that has not been finalized yet. After the Authority approves the agreement, the next transaction to take place is the closing for the transfer of property and disbursement of sale proceeds.

Discussion only.

**5. Discussion of the proposal made by the Department of Commerce to defease their portion of the 2014B bonds and transfer real property to the Oklahoma Department of Tourism and possible action to authorize OCIA staff, with the assistance of the Oklahoma State Bond Advisor, to prepare and distribute requests for proposals (“RFPs”) for services of escrow**

**bidding agent, escrow bank and escrow verification agent and authorizing OCIA staff along with the State Bond Advisor to select the lowest and best bids with respect to the proposed defeasance of the 2014B issue associated with the Oklahoma Department of Commerce. [Angela Pierce & Jim Joseph]**

Ms. Pierce informed the Board that Secretary Snodgrass wishes to defease their portion of 2014B Bonds and that process will require a few professional services. The Department of Commerce has agreed to pay for the services and has the funds available to fund the necessary escrow. Upon the legal defeasance, Commerce's intent is to transfer a portion of that real property to the Department of Tourism and at that time Tourism wishes to move forward with their bond resolution and the construction of office space.

Director Dutton recused himself from the vote since his agency is directly related.

Director Patterson moved to approve as presented. Treasurer Miller seconded the motion. The motion passed and the following votes were recorded:

Lt. Governor Lamb – aye; Treasurer Miller – aye; Commissioner Kemp – aye; Director Lake – aye; Director Patterson – aye; Director Dutton – recuse.

## **6. Adjournment**

There being no further business, Treasurer Miller made the motion to adjourn. Director Patterson seconded the motion. Seeing no opposition, the meeting adjourned at 2:15 p.m.