

LONG-RANGE CAPITAL PLANNING COMMISSION
REGULAR MEETING MINUTES
November 9, 2023, 1 p.m.
Oklahoma State Capitol Building
Senate Conference Room 4S.9
2300 N. Lincoln Blvd., Oklahoma City, OK 73105

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

MEMBERS PRESENT:

Josh Cruzan, CEO of Rimrock Energy Partners, LLC, Governor Appointee
Becky Gooch, Director of Policy and Lead Staff Director of Senate, Pro Tempore Appointee
Travis Mason, Director of Commercial Oklahoma, Governor Appointee
Jason Sutton, Director of Operations and Administration of House, Speaker Appointee
Bailey Cook, Wm. Bailey Cook III, P.C., Speaker Appointee

MEMBERS ABSENT:

Brandon Ersteniuk, CEO of Ersteniuk Insurance Agency, Senate Appointee
Gary Hamer, Senior Performance Strategy Analyst of Partner Tulsa, Pro Tempore Appointee
Jeff Wills, Governor Appointee

GUESTS:

Brandy Manek, OMES	Kimberlee Williams, OMES Legal
James Kentopp, OMES	Carie Carman, OMES
Beverly Hicks, OMES	Eva Thurman, OMES

1. Announcement of filing of meeting notice and posting of the agenda in accordance with the Open Meeting Act. [Acting Chair]

Commissioner Mason confirmed that this meeting complied with the Open Meeting Act.

2. Call to order and confirmation of quorum. [Acting Chair]

Commissioner Mason called the meeting to order at 1:17 p.m. A roll call was taken, and a quorum was established. A meeting notice was filed with the Secretary of State, and the agenda was posted in accordance with the Open Meeting Act.

3. Discussion and possible action on the election of a chairperson of the Long-Range Capital Planning Commission. [Acting Chair]

Josh Cruzan moved to appoint Travis Mason as Chair of the LRCPC. Bailey Cook seconded the motion. The motion passed, and the following votes were recorded:

Mr. Cruzan, aye; Ms. Gooch, aye; Mr. Mason, aye; Mr. Sutton, aye; Mr. Cook, aye.

4. Welcome/Introductions. [Chair]

Chairman Mason welcomed members and guests to the meeting.

5. Approval of minutes from the Oct. 5, 2023, commission meeting: [Chair]

Jason Sutton moved to approve the meeting minutes of October. Becky Gooch seconded the motion. The motion passed, and the following votes were recorded:

Mr. Cruzan, aye; Ms. Gooch, aye; Mr. Mason, aye; Mr. Sutton, aye; Mr. Cook, aye.

6. Discussion and possible action to approve the transfer of state-owned Real Property.

[Eva Thurman]

OMES requests the approval of the Long-Range Capital Planning Commission for the transfer of the following properties:

1. Land and residential dwelling located at 316 Celia Avenue, Arkoma, LeFlore County, Oklahoma.
 - a. The property is owned by the Oklahoma Health Care Authority.
 - b. The property consists of a dilapidated residential dwelling built in 1945 consisting of approximately 1,179 square feet mol, located on 0.48 acres, mol.
 - c. The property will be transferred through an interlocal/Interagency Agreement to the City of Arkoma.
 - d. There will be no proceeds generated from the transfer.
2. Land and residential dwelling located at 2275 E. Meyers Circle, Nicoma Park, Oklahoma County, Oklahoma.
 - a. The property is owned by the Oklahoma Health Care Authority.
 - b. The property consists of a dilapidated residential dwelling built in 1950 consisting of approximately 1,224 square feet mol, located on 0.41 acres, mol.
 - c. The property will be sold through sealed bid auction for no less than 90% of the appraised value.
 - d. Proceeds will be deposited to the Maintenance of State Buildings Revolving Fund.

Becky Gooch moved to approve the combined vote for items 1 and 2 regarding the transfer of state-owned properties. Jason Sutton seconded the motion. The motion passed, and the following votes were recorded:

Mr. Cruzan, aye; Ms. Gooch, aye; Mr. Mason, aye; Mr. Sutton, aye; Mr. Cook, aye.

7. Update on the JLL Real Estate Portfolio Strategy Report. [Carie Carman]

Ms. Carman gave the members an update on the status of the real estate portfolio strategy report. She informed them that the report was comprehensive and was conducted at a specific point in time. The majority of the recommendations in the report from JLL pertain to telework.

The Office of Management and Enterprise Services (OMES) initiated the implementation of a new facility real estate portfolio management system (Oracle Primavera Unifier System) in

2020. This system has the capability to oversee the entire lifecycle of a facility effectively. The construction project module was implemented in 2020, followed by the facilities management and real estate module implemented in 2021. Additional enhancement modules were introduced in 2022.

Ms. Carmen explained the system's hierarchical structure and integration with the State of Oklahoma properties to the Commission. Currently, efforts are focused on implementing processes within the system before making it available to agencies. When the time is right, the objective is for agencies to input their inventory into the system, with the goal being for agencies to obtain their licenses through OMES.

The Commission requested that Ms. Carmen provide them with information on Unifier user licensing costs at the next meeting.

Discussion only. No action was taken.

8. Financial and Project update. [Brandy Manek]

Ms. Manek provided the members with an update on the summary of receipts and disbursements as of November 6, 2023, as well as the status of current projects in flight, completed projects, and forthcoming projects.

Update only. No action was taken.

9. Discussion and possible action to approve Fiscal Year 2025 prioritized list of capital requests and the FY2025-2032 Capital Improvements Plan. [Brandy Manek]

Ms. Manek provided an overview of the proposed prioritized list of capital requests and the eight-year capital improvement plan, incorporating the adjustments requested by the commission during their last meeting on October 5, 2023.

Ms. Manek informed members that there would be a minor change to the ongoing appropriations list due to receiving new information from the Oklahoma Medical Marijuana Authority after the report was compiled. The Authority had some satellite offices on the list that they no longer needed. These offices will be removed from the list, resulting in an adjustment total of \$6.8 million. The numbers on the list will be adjusted to account for these changes.

Josh Cruzan moved to approve the FY25 prioritized list of capital requests and the FY25-32 Capital Improvements Plan. Becky Gooch seconded the motion. The motion passed, and the following votes were recorded:

Mr. Cruzan, aye; Mr. Hall, aye; Mr. Hamer, aye; Mr. Mason, aye; Mr. Sutton, aye.

10. Discussion limited to agenda items; comments from public not to exceed 3 minutes.

11. Adjournment: There being no further business, Jason Sutton motioned to adjourn the meeting. Bailey Cook seconded the motion. Seeing no opposition, the meeting adjourned at 2:24 P.M.