

**LONG-RANGE CAPITAL PLANNING COMMISSION  
MEETING MINUTES**

February 27, 2025, 1 p.m.

Oklahoma State Capitol Building

Senate Conference Room 230

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:**

Gary Hamer, Director of Strategic Planning, PartnerTulsa, Pro Tempore Appointee

Brandon Ersteniuk, CEO of Ersteniuk Insurance Agency, Senate Appointee

Travis Mason, Director of Commercial Oklahoma, Governor Appointee

Bailey Cook, Wm. Bailey Cook III, P.C., House Speaker Appointee

Jeff Wills, Managing Partner, Wills Holdings LLC, Governor Appointee

Anthony Sammons, Director of Fiscal Staff of Senate, Pro Tempore Appointee

**MEMBERS ABSENT:**

Josh Cruzan, CEO of Rimrock Energy Partners, LLC, Governor Appointee

**GUESTS:**

Brandy Manek, Office of Management and  
Enterprise Services (OMES)

John Gilbert, OMES

Kyle Baugnet, OMES

James Kentopp, OMES

Beverly Hicks, OMES

Mary Jackson, OMES Legal

Nathan Wald, OMES REALS

Steven Birkes, OMES IS

Robert Kepley, OTRD

Forrest McMurray, OTRD

Christopher Gibbens, OTRD

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

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

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

Chairman Travis Mason called the meeting to order at 1:03 p.m. A roll call was taken, and a quorum was established. Commissioner Mason was advised that notice of the meeting was filed with the Secretary of State, and the agenda was posted in accordance with the Open Meeting Act.

**3. Welcome/Introductions.** [Chair]

Chairman Mason welcomed guests and the members to the meeting.

**4. Approval of meeting minutes from November 7, 2024:** [Chair]

Jeff Wills moved to approve the meeting minutes of November 2024 as presented. Bailey Cook seconded the motion. The motion passed, and the following votes were recorded:

Mr. Ersteniuk, aye; Mr. Hamer, aye; Mr. Cook, aye; Mr. Wills, aye; Mr. Sammons, aye;

Mr. Mason, aye.

**5. Financial and Project Update. [Brandy Manek]**

Ms. Manek provided the commission members with a brief report on project updates, noting that there has not been much activity yet this year. She reported on the financial update that there is only one expenditure: the final 20% on two projects for the Department of Mental Health for \$98,000. On the revenue side, there have been minor fluctuations, likely related to the Commissioners of the Land Office (CLO), with small amounts typically ranging from a couple of hundred to \$1000. These are the only revenues that have come in.

Ms. Manek provided an overview of the FY25 quarterly report status summary. She addressed in the report the project highlighted in red, the Department of Corrections (DOC) project #LRP10155, which involves an elevator repair budgeted at \$99,000. Upon assessment, it was determined that the elevator needs to be replaced, and that the allotted funds will not cover this cost. The DOC plans to return the unspent funds to the Maintenance of State Buildings Revolving Fund (MSBRF). Ms. Manek mentioned that they intend to meet with DOC before returning the funds to discuss the possibility of requesting an extension. If the DOC can contribute additional funds, they may still be able to utilize the \$99,000 for the replacement. She will follow up with them to explore their options. The project is set to expire around the middle of August or September this year.

Ms. Manek noted that most of these projects are set to expire in that timeframe, prompting them to coordinate closely with the agencies to ensure timely completion and to submit requests for the necessary 20% funding to wrap up the projects by year-end. About half of the projects are currently in that process, while the other half are on extensions without a defined expiration date, as granted by the commission. She mentioned that the commission members could address this issue later if they choose to do so.

Ms. Manek addressed the project highlighted in yellow, the Tourism and Recreation Department (OTRD): project #LRP10147, which pertains to the Lake Tenkiller Lagoon. She reminded commission members that this project was prioritized after several agencies canceled their projects, freeing up funds. As a result, the Lake Tenkiller project was next on the list for funding. It has an expiration date of March 14, 2025.

Ms. Manek addressed the projects highlighted in green, regarding those from the Department of Corrections (DOC): LRP10139; 10140, the Department of Rehabilitation Services (DRS): LRP10148; 10159, the Department of Public Safety (DPS) LRP10165, the Council on Law Enforcement Education and Training (CLEET): LRP10163, and the Department of Mental Health and Substance Abuse Services (ODMHSAS): LRP10096; 10113; 10114; 10118; 10127; 10129; 10151; 10153; 101656; 10158; 10164. She noted those projects seem to be on track.

Ms. Manek addressed the remaining projects highlighted in blue, specifically those from the State Bureau of Investigations (OSBI): LRP10149, and the Department of Mental Health and Substance Abuse Services (ODMHSAS): LRP10126; 10160. She noted that those projects are completed.

Ms. Manek concluded her report and asked commission members if they had any questions.

Commissioner Wills addressed the earlier discussion about the Department of Corrections (DOC) project regarding the elevator replacement, inquiring whether the replacement is a critical issue, if other elevators are available at that facility, and whether there are other options for getting it replaced. Ms. Manek replied that there are other elevators at the facility that can accommodate their needs.

Commissioner Sammons referenced the FY25 Quarter 2 progress report for the School for the Deaf (OSD), specifically regarding the Griffing and Read Hall Elevator project (LRP10159). In the current status section of the report, it was noted that they are waiting on the fire marshal permits before they can send the project out to bid. Mr. Sammons asked how long they had been waiting for the fire marshal. Ms. Manek replied that she did not know but would find out more details and would report back.

**6. Discussion and possible action on a request from the Oklahoma Department of Tourism and Recreation (OTRD) for an extension for project LRP10147 – Tenkiller Lagoon.  
[Brandy Manek: Robert Kepley, Director of Capitol Projects for OTRD]**

Robert Kepley, Director of Capital Projects for the Department of Tourism and Recreation (OTRD), addressed the commission members to request an extension for their project LRP10147 – Tenkiller Lagoon. Mr. Kepley informed the Commission that this project is essential for compliance with the Department of Environmental Quality (DEQ). He provided background information, explaining that the project involves multiple lift station repairs, flow meter installations, and groundwater control corrections. The investigation into the lagoon cells revealed potential groundwater issues, indicating the need for cell liner replacements. Flow meters have been installed on three associated lift stations, and all stations are now operational.

Mr. Kepley informed commission members that now that everything is operational, the Centers for Disease Control (CDC) is recommending that they monitor flow meter data for 4 to 6 months. This monitoring will compare water level volumes in the system and lagoon cells to determine the root cause of the water level issues and help identify the best solution for addressing the higher water levels. He provided the data monitoring timeline, which is set for March 2025 through July 2025, and expressed hopes to have a solution by the fall of this year.

Mr. Kepley requested a one-year extension to continue using the funds to resolve the DEQ violation. The Department of Tourism and Recreation (OTRD) has spent \$153,000 of the allotted funds and has accrued around \$56,000 in reimbursements, with approximately \$210,000 spent of the \$400,000 granted, leaving \$190,000 remaining. The funds are set to expire in mid-March, which is why they are requesting an extension.

Chairman Mason inquired about the contract with the CDC and the use of the Long-Range Capital Planning funds (LRCPC) for payments. Mr. Kepley clarified that the CDC's involvement has been minimal, with most of the work managed through the OTRD contract with Water Works.

Mr. Mason asked about the impact of the final amount on the project completion and expressed concern about potential budget shortfalls. Mr. Kepley indicated that he is not overly concerned about the CDC fees, as they are minimal, and noted that the majority of the expenses will come from the cell liners. He does not believe the remaining \$190,000 will fully cover the costs, but he emphasized that it will significantly assist the OTRD tremendously.

Ms. Manek clarified that the one-year extension would extend the current expiration date from March 14, 2025, to March 14, 2026.

Gary Hamer moved to approve the extension to a one-year extension of Project #LRP10147. Jeff Wills seconded the motion. The motion passed, and the following votes were recorded:

Mr. Ersteniuk, aye; Mr. Hamer, aye; Mr. Cook, aye; Mr. Wills, aye; Mr. Sammons, aye; Mr. Mason, aye.

**7. Discussion limited to agenda items and 3 minutes in duration.**

Chairman Mason discussed engaging with Senator Hall and legislators to seek reconciliation regarding the overlap between the LRCPC and another committee created in the last session. To his knowledge, there has not been any resolution yet. However, from conversations with Senator Hall and other legislators, they all share a common understanding of the value of the LRCPC and the issues at hand. The discussions have been positive, though no definitive action has been taken so far.

Commissioner Wills informed the members that he also contacted a legislator prior to the meeting and knows there is a process they are working through.

Commissioner Cook asked Chairman Mason if he had received any feedback on whether the LRCPC is being well heard, if there is any opposition, or if legislators are unaware of the situation. Mr. Mason replied that he believes the commission's concerns have been well understood and acknowledged. He feels that many recognize the problem and see the LRCPC as a potential vehicle for resolution. While there may not be formal documentation, everyone seems to grasp the general theme of the issue and the reasons for the commission's concerns.

Mr. Cook then asked Chairman Mason if the LRCPC is intended to help and not hinder the process, what actions members could take as citizens or commissioners. Mr. Mason encouraged them to reach out to any legislators, introducing themselves as members of the commission and expressing concerns about potential problems that could arise. He emphasized the importance of communication, noting that the more calls made, the more attention they receive from legislators. Any outreach would be appreciated.

In closing, Mr. Mason asked if there was any further discussion regarding today's agenda items, and there was none from the members or the public.

**8. Adjournment:**

There being no further business, Travis Mason motioned to adjourn the meeting. Jeff Wills seconded the motion. Seeing no opposition, the meeting adjourned at 1:25 p.m.