

LONG-RANGE CAPITAL PLANNING COMMISSION  
SPECIAL MEETING MINUTES  
October 2, 2025, 1:00 PM  
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  
Brandon Ersteniuk, CEO of Ersteniuk Insurance Agency, Senate Appointee  
Gary Hamer, Director of Strategic Planning, PartnerTulsa, Pro Tempore Appointee  
Bailey Cook, Wm. Bailey Cook III, P.C., House Speaker Appointee  
Travis Mason, Director of Commercial Oklahoma, Governor Appointee  
Anthony Sammons, Director of Fiscal Staff of Senate, Pro Tempore Appointee  
Jeff Wills, Managing Partner, Wills Holdings LLC, Governor Appointee

**MEMBERS ABSENT:** None.

**GUESTS:**

Beverly Hicks, OMES	Jamie Manoles, OCIA
Monte Kaul, OMES	Jarret Jobe, OSRHE
David John, OMES	Chan. Sean Burrage, OSRHE
Carie Carman, OMES	Sheri Mauck, OSRHE
Mary Jackson, OMES Legal	Adelia Gueringer, OCIA
Steven Birkes, OMES IS	Christopher Gibbons, OTRD
Maria Maule, OAG	Forrest McMurray, OTRD
Nick Hathaway, OSRHE	Lia McHughes, OTRD
Sterling Zearley, OTRD	Lyle Waltes, LOFT
Eva Thurman, OMES	Chad Carden, ODMHSAS
James Reeves, OMES	Tracy Osburn, OMES

**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 1:10 PM. A roll call was taken, and a quorum was established. Commissioner Mason was advised that notice of the meeting had been filed with the Secretary of State, and the agenda had been posted in accordance with the Open Meeting Act.

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

Mr. Mason welcomed guests and the members to the meeting.

**4. Approval of minutes from Jun. 19, 2025:**

Gary Hamer moved to approve the meeting minutes from June. Brandon Ersteniuk seconded the motion. The motion passed, and the following votes were recorded:

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

**5. Approval of special meeting minutes from Jul. 30, 2025:**

Jeff Wills moved to approve the special meeting minutes from July. Anthony Sammons seconded the motion. The motion passed, and the following votes were recorded:

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

**6. Discussion and possible action to amend the FY2022-FY2029 Capital Improvements Plan to include the following properties in the Department of Human Services Strategic Disposition:**

- a. Land and buildings located at 2405 Mercer Drive, Enid, Garfield County, Oklahoma
- b. Land and buildings located at 511 S. Harper Street, Poteau, LeFlore County, Oklahoma

Proceeds will be deposited to the Maintenance of State Buildings Revolving Fund, and the funds will be used to offset the costs of the DHS Service First Initiative. [OMES Carie Carman and Eva Thurman]

Chairman Mason requested that Ms. Carman arrange for a DHS representative to provide the Commission with an update at the November meeting. He noted that the Commission had previously received a presentation from DHS about their plan and how it was being implemented, but this was the first time such a proposal had been brought up by DHS. Because of this, he would like a DHS representative to re-educate or re-inform the Commission on the plan they are currently implementing.

Bailey Cook moved to approve amending the FY22-FY29 Capital Improvement Plan to include the properties listed in items 6a and 6b. Joshua Cruzan seconded the motion. The motion passed, and the following votes were recorded.

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

**7. Financial and Project updates related to the projects funded with the Maintenance of State Buildings Revolving Fund (MSBRF): [OMES Brandy Manek]**

Ms. Manek provided an overview and summary of the details of project updates for all live projects. She highlighted the projects in green and stated that there were no projects in red or yellow. She reported that they had completed two more projects, but one project at Mental Health was discontinued because it could not be completed on time. She informed the commission members that she and her staff would work with them to recover those funds into the Maintenance of State Buildings Revolving Fund (MSBRF).

Ms. Manek reported that the remaining projects have received extensions that were previously granted by the Commission. Some now have specific ending dates, while others are more for periodic check-ins without a set end date. She and her team will continue working with those agencies on their projects and aim to complete many of them within FY26, expecting most of those projects to be finished.

Ms. Manek provided a financial update, reporting that the year-end cash balance was \$11.5 million. She clarified that 20% is set aside for ongoing projects, and the DHS Service First reserve is included in the cash balance, leaving over \$4 million. As before, OMES maintained a small reserve in case any projects were canceled before receiving their 80% funding, but they have now removed this reserve, freeing up additional funds.

Ms. Manek reported that there were some significant deposits at the end of FY25. She noted that the finance department experienced some turnover, and they are reconciling with them to identify the source of those large deposits. If these funds are accessible, they could support projects within FY26. They plan to focus initially on the first twelve or thirteen OSBI projects, understanding that OSBI has also received Legacy Capital Funds for a new headquarters. Before launching these projects, they will verify funding sources to avoid overlap. If funds are tied to these projects, they will proceed with others on the list. She expects to complete this review within a couple of months and, after the start of the new year, will present the Commission with their reconciled financial figures and the projects eligible for FY26. She informed members that they would have many moving parts, including reallocating funds from agencies that have completed projects. The good news is that they should be able to complete some projects with the Maintenance of State Buildings Revolving Fund in FY26.

**8. Discussion and possible action on MSBRF 8 Year Plan due in December:** [OMES Brandy Manek]

Ms. Manek reminded the commission members that in the June meeting, they discussed the new LRCPC statute and the coordination of two funding streams: the OCAMP Fund and the Maintenance of State Buildings Revolving Fund (MSBRF). She suggested that the eight-year plan OMES submits at the end of the year to the Governor, Senate President Pro Tempore, and the Speaker of the House could potentially include policy and statute changes that eliminate the separate eight-year plan, align revenues by directing MSBRF dollars into the OCAMP Fund. This would leverage OCAMP's steady funding source beyond 2028 and make the Capital Plan mainly consist of OCAMP items, including five-year plans and the prioritized list. If this alignment cannot be achieved, the Commission would use the five-year OCAMP plans to allocate funds for FY27 projects. No clear plan has been established yet, and they are seeking guidance on whether to pursue this alignment or consider an alternative approach. Ms. Manek emphasized that the main question is whether to proceed with eliminating the eight-

year plan and fully aligning revenues with OCAMP Funds or to maintain the separate process; ultimately, it is the direction the Commission wants to take. She noted that having two funding streams running simultaneously might be duplicative and confusing for state agencies and stakeholders.

Mary Jackson, the Commission's legal counsel, advised that if this is the direction they want to pursue, it would require a legislative change due to the current wording of the statute.

Gary Hamer moved to approve the new methodology for consolidating the eight-year plan with agency five-year plans, reconciling the two. Joshua Cruzan seconded the motion. The motion passed, and the following votes were recorded:

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

9. **Update and discussion from OMES CAM and OCIA to discuss the process for adopted OCAMP five year plans and funding disbursement:** [OMES Monte Kaul, Carie Carman, David John, and OCIA Jamie Manoles]

Monte Kaul introduced himself as the current Interim Capital Assets Management (CAM) Administrator, acting in Nathan Wald's absence. Mr. Kaul informed the Commission that he is working closely with David John, Director of Facilities, and Carie Carman, Director of Real Estate and Leasing, who have been collaborating to bring him up to speed on the five-year plan. He informed commission members of a web-based form that has been developed to collect general property information from agencies, including property location, size, square footage, operating and maintenance expenses, and capital costs. The form is currently in beta and being refined to ensure it is user-friendly and not burdensome for agencies. Following this initial data collection, a workbook will be issued to capture more detailed asset and system information (e.g., HVAC installation date, useful life, current life stage, estimated replacement cost). Agencies will be able to rate items on a 1–5 priority scale and assess system criticality (1 = failure results in building shutdown; 5 = minimal to no impact). The collected data will be used to assemble a statewide five-year plan, which will be updated annually.

Ms. Carman added that there is an online dashboard to track the progress of current deferred maintenance projects that OMES is working on. The goal is for this dashboard to be used for the statewide plan in the future, but it is not yet at that stage.

Ms. Carman recommended that commission members establish a regular cadence for updates on expenditure funds and specify to OMES the information they want to see, which will provide those updates accordingly.

Chairman Mason agreed because the Commission is now distributing larger dollar amounts. He suggested establishing a regular cadence for cash flows, similar to the CAM fund approach, and mentioned that a quarterly report would be helpful for the Commission.

**10. Update and discussion regarding questions about the Oklahoma Capital Assets****Maintenance and Protection Fund: [OCIA Jamie Manoles]**

Ms. Manoles, Director of OCIA, gave a brief update on the status of the OCAMP fund. She informed the Commission that in FY25, \$350 million was appropriated to the Oklahoma Capital Assets Maintenance and Protection (OCAMP) fund. Of this amount, \$125 million was immediately distributed to initiate maintenance projects. Specifically, \$56.25 million each was allocated to OMES and the State Regents; \$12.5 million was allocated to the Department of Tourism, leaving a current fund balance of \$225 million.

Ms. Manoles reported on future funding, stating that, in accordance with Title 68, Section 1353 of the Oklahoma State Statutes, beginning in FY 2029, the OCAMP Fund will receive annual deposits of \$50 million for the fiscal year 2029 and each subsequent fiscal year (July 1 – June 30), Fifty Million Dollars (\$50,000,000.00) shall be placed to the credit of the Oklahoma Capital Assets Maintenance and Protection Fund (OCAMP) created in section 2 of this act. Therefore, the current available balance of \$225 million will support the five-year plans presented today.

Ms. Manoles provided an overview of allocations: a 10% share (\$22.5 million), or \$5 million annually starting in FY2029, for Tourism, and a 45% each (\$101.25 million), or \$22.5 million annually beginning in FY2029, for the State Regents and State Plans.

Ms. Manoles shared with the Commission that another term you may hear her use is “249” fund, which is the number tied to the OCAMP fund, and each agency must have a 249 fund to receive distributions from the main OCAMP fund held at the Oklahoma Capitol Improvement Authority.

Ms. Manoles discussed interest earnings, as previously addressed by the Commission. There was a question about whether the OCAMP Fund could retain and use interest earnings to support future projects. She informed the Commission members that the current statute does not permit this, and legislation would be required to authorize the retention and use of interest earnings. If this changes, careful consideration would need to be given to the timing of disbursements to agencies to maximize investment returns. Alternatively, allowing agencies to retain and reinvest their OCAMP allocations could also be explored, but ultimately, the goal remains to maximize available funding to complete as many projects as possible.

**11. Presentation, discussion, and possible action to adopt the OCAMP Tourism and Recreation Five-Year Plan for maintaining and repairing of properties and buildings of state parks operated by the Oklahoma Tourism and Recreation Department. [Sterling Zearley, Executive Director of Tourism and Recreation, Forrest McMurray, and Christopher Gibbons]**

Sterling Zearley, Director of Tourism and Recreation, and Forrest McMurray presented the OCAMP Tourism and Recreation Five-Year Plan to the Commission, seeking approval to adopt their plan.

Jeff Wills moved to approve the adoption of the OCAMP Tourism and Recreation Five-Year Plan. Bailey Cook seconded the motion. The motion passed, and the following votes were recorded:

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

**12. Discussion and possible action to approve the disbursement of the fiscal year 2026 funding by the Oklahoma Capitol Improvement Authority (OCIA) to the Oklahoma Tourism and Recreation Department. [Chair]**

Chairman Mason asked Director Zearley to clarify whether they are requesting the Commission to approve funds for FY 2026 today or if they are asking for approval of funds for the entire plan.

Mr. Zearley responded because of the statute, assuming that the Commission had to approve the FY26 projects. The FY25 projects were approved by the Legislature. We submitted those that were approved and wanted to provide the Commission with the information. He believed that FY26 needed approval from this commission for the disbursement of funds.

Chairman Mason said, 'Correct, but we were just discussing the disbursement for 2026.' Mr. Zearley agreed with Chairman Mason.

Mr. McMurray informed the Commission that, last year, before the changes were made, an application would have been submitted every year. The Legislature allocated three years of funding to start this year. That's why the amount is \$22.5 million instead of \$7.5 million.

Chairman Mason entertained a motion to possibly approve the disbursement of FY2026 funding, which he correctly understood to be \$22.5 million, technically allocated for FY26.

Chairman Mason welcomed the Commission's input. He mentioned that his understanding was the original plan was for the Commission to receive these presentations of the five-year plans, then vote and approve the funding. He asked the members for their thoughts on postponing this item to the next meeting.

Maria Maule, Deputy Chief at the AG's Office, representative of the Oklahoma Capitol Improvement Authority. Ms. Maule expressed strong concerns about the absence of clear guidelines for the allocation and management of funds, noting uncertainties about how much money can be dispersed at once, how amendments to plans would be handled, and safeguards against proper spending. Acknowledging the overall state budget context, she urged establishing at a minimum a Memorandum of Understanding (MOU) among all parties, including the Long-Range Capital Planning Commission, OCIA, and the ultimate recipients.

She emphasized the need for rules or promulgated guidelines to prevent midstream plan changes and to address at least two past instances involving Tourism and DHS, where plans were altered during execution.

Ms. Maule proposed tabling this matter until these issues are resolved and offered to collaborate with counsel from OMES and the ultimate recipients to develop appropriate controls.

Ms. Maule informed the Commission that OMES would interpret its statutes and does not believe there is an argument that rulemaking is authorized. In the enabling statute that creates the LRCPC, both rulemaking authority exists and, in subsection K, there is a reference to 73 O.S. § 188, which is OCAMP. Arguably, and she does not think it would be a very long rulemaking process, we can issue emergency rules in approximately three months. Permanent rules, of course, take longer. The difference between an MOU and a rule is that a rule, because it is approved by the Governor in terms of emergency rules, or by the governor and legislature for permanent rulemaking, has the force and effect of law, so there can actually be some enforcement. MOUs are trickier; they are more like gentlemen's agreements because they very rarely lead to litigation. There is not really a place for an agency to sue another agency. It does not happen very often.

The Commission had several more questions for the Tourism and Recreation representatives, and after much discussion and on the advice of legal counsel, decided to continue this item to the next meeting.

Bailey Cook moved to the table the disbursement of the fiscal year 2026 funding by the Oklahoma Capitol Improvement Authority (OCIA) to the Oklahoma Tourism and Recreation Department for the next meeting. Joshua Cruzan seconded the motion. The motion passed, and the following votes were recorded:

Mr. Cruzan, aye; Mr. Ersteniuk, aye; Mr. Hamer, aye; Mr. Cook, aye; Mr. Wills, aye; Mr. Sammons, no; Mr. Mason, aye.

**13. Presentation, discussion, and possible action to adopt the OCAMP Higher Education Five-Year Plan for the maintaining and repairing of state-owned properties and buildings of public institutions of higher learning. [Chair]**

Chancellor Sean Burrage and Dr. Jarrett Jobe delivered a presentation on their five-year plan and responded to several questions from the Commission about it. The Commission expressed their satisfaction with the responses they received and the presentation.

Gary Hamer moved to approve the adoption of the OCAMP Higher Education Five-Year Plan. Anthony Sammons seconded the motion. The motion passed, and the following votes were recorded:

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

**14. Discussion and possible action to approve the disbursement of the fiscal year 2026 funding by the Oklahoma Capital Improvement Authority (OCIA) to Higher Education.**

[Chair]

Chairman Mason informed the Commission that this is similar to item twelve and advised that the same action be taken to continue this item to the next meeting, with the understanding that they will work on creating a Memorandum of Understanding to be approved at the next meeting.

Bailey Cook moved to table the disbursement of the fiscal year 2026 funding by the Oklahoma Capital Improvement Authority (OCIA) to Higher Education. Brandon Ersteniuk seconded the motion. The motion passed, and the following votes were recorded:

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

**15. Discussion and possible action regarding administrative rulemaking.** [OMES Legal Counsel, Mary Jackson]

Mary Jackson, legal counsel for the LRCPC, explained the rulemaking process and clarified what it entailed.

Gary Hamer moved to approve the administrative rulemaking. Bailey Cook seconded the motion. The motion passed, and the following votes were recorded:

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

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

**17. Adjournment:**

There being no further business, Anthony Sammons motioned to adjourn the meeting. Jeff Wills seconded the motion. Seeing no opposition, the meeting adjourned at 3:01 PM.