

**OKLAHOMA CAPITOL IMPROVEMENT AUTHORITY
SPECIAL MEETING MINUTES
OCT. 22, 2018
2:30 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: Mary Fallin, Governor
Ken Miller, State Treasurer
Denise Northrup, Executive Director of OMES
Ed Lake, Director, Department of Human Services
Thomas Kemp, Secretary-Member, Oklahoma Tax Commission
Mike Patterson, Director, Oklahoma Dept. of Transportation

MEMBERS ABSENT: Todd Lamb, Lt. Governor
Dick Dutton, Director, Tourism and Recreation

GUESTS: Scott Reygers, OMES OCIA Administrator
Joe Birley, OMES OCIA
Andrew Messer, Treasurer's Office/State Bond Advisor
Kim Heaton, OCIA/AG
Jon Shirley, OCIA/AG's Office
Alexandra Edwards, Treasurer's Office/Bond Advisor Office
Ben Davis, OMES OCIA
Beverly Hicks, OMES OCIA
Susan Stout, OMES Legal
Adam Pope, Columbia Capital Management

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

Governor Fallin called the meeting to order at 2:45 p.m. A roll call was taken and a quorum established. Governor Fallin was advised that notice of the meeting had been given, and an agenda posted in accordance with the Open Meeting Act.

2. Discussion and possible action to approve the minutes of August 29, 2018 meeting. [Chair]

Director Northrup moved to approve the August meeting minutes. Secretary Patterson seconded the motion. The motion passed and the following votes recorded:

Governor Fallin, aye; Treasurer Miller, abstain; Director Northrup, aye; Commissioner Kemp, aye; Secretary Patterson, aye; Director Lake, aye.

3. Discussion and possible action on recommendations from the Selection Committee to designate the following financial service providers for the Office of Juvenile Affairs Bonds (\$45,000,000), authorized by House Bill 2387: Bond counsel, paying agent, printer and underwriters . [Scott Reygers and Andrew Messer]

The selection committee of Dick Dutton, Ken Miller and Denise Northrup met on September 4, 2018, to review proposals of financial service providers, and unanimously selected the following for recommendation:

1. Floyd Law Firm, as bond counsel;
2. Bank of Oklahoma Financial Services, as paying agent;
3. Financial Printing Resources, as printer; and
4. Citi Bank, as managing-underwriter, and Bank of Oklahoma and Stephens Inc., as co-managing underwriters.

Treasurer Miller moved to approve and authorize to select the financial service providers as presented. Director Lake seconded the motion. The motion passed and the following votes recorded:

Governor Fallin, aye; Treasurer Miller, aye; Director Northrup, aye; Commissioner Kemp, aye; Secretary Patterson, aye; Director Lake, aye.

4. Discussion and possible action on recommendations from the Selection Committee to designate the following financial service providers for the Department of Veteran's Affairs Bonds (\$35,000,000), authorized by House Bill 3042, and the Conservation Commission Bonds (\$5,116,000), authorized by Senate Bill 1584: Bond counsel, disclosure counsel, paying agent, printer and underwriters. [Scott Reygers and Andrew Messer]

Mr. Reygers reported, in order to realize savings in transactional costs for both bond issues, the OCIA staff and the Selection Committee recommend using the same financial service providers for both transactions.

The Selection Committee of Tom Kemp, Ken Miller and Denise Northrup met on October 12, 2018, to review proposals of financial service providers for the Department of Veteran's Affairs Bonds and the Conservation Commission Bonds, and unanimously selected the following for recommendation:

1. Public Finance Law Group, as bond counsel;
2. Locke Lord, as disclosure counsel;
3. Bank of Oklahoma Financial Services, as paying agent;
4. Financial Printing Resources, as printer; and
5. RBC, as managing-underwriter, and Bank of Oklahoma and Raymond James, as co-managing underwriters.

Secretary Patterson moved to approve and authorize to select the financial service providers as presented. Commissioner Kemp seconded the motion. The motion passed and the following votes recorded:

Governor Fallin, aye; Treasurer Miller, aye; Director Northrup, aye; Commissioner Kemp, aye; Secretary Patterson, aye; Director Lake, aye.

**5. Discussion and possible action to authorize an increase in the Authority's administrative fee.
[Scott Reygers]**

The Authority decided to table this agenda item until the next meeting, based on the need for more information and to give further time to process and deliberate before a decision is made, and to allow the OCIA staff to come back with the information requested.

Director Lake motioned to table this item, pending the staff's assignment on the alternatives. Director Northrup seconded the motion. The motion carried unanimously.

6. Adjournment

There being no further business, Treasurer Miller made the motion to adjourn. Secretary Patterson seconded the motion. Seeing no opposition, the meeting adjourned at 3:20 p.m.