



City of Enid
401 W. Owen K. Garriott Road
Enid, Oklahoma 73701
580-234-0400

Kaw Lake Funding Oversight Committee

NOTICE OF MEETING

Notice is hereby given that the Enid Kaw Lake Funding Oversight Committee will meet in regular session at 12:00 p.m. on the 13th day of December, 2018, in the Lower Level Conference Room in the basement of the City Administration Building, located at 401 W. Owen K. Garriott Road, Enid, Oklahoma, and the agenda for said meeting is as follows:

- AGENDA -

KAW LAKE FUNDING OVERSIGHT COMMITTEE

1. **CALL TO ORDER/ROLL CALL.**
2. **CONSIDER APPROVAL OF MINUTES OF THE REGULAR MEETING OF THE KAW LAKE FUNDING OVERSIGHT COMMITTEE OF SEPTEMBER 13, 2018.**
3. **UPDATE ON KAW LAKE PROGRAM.**
4. **UPDATE ON KAW LAKE SALES TAX RECEIPTS & EXPENDITURES.**
5. **CONSIDER APPROVAL OF THE 2019 SCHEDULE OF MEETINGS FOR THE KAW LAKE FUNDING OVERSIGHT COMMITTEE.**
6. **PUBLIC COMMENTS.**
7. **ADJOURN.**

KAW Lake Funding Oversight Committee

2.

Meeting Date: 12/13/2018

SUBJECT:

CONSIDER APPROVAL OF MINUTES OF THE REGULAR MEETING OF THE KAW LAKE FUNDING OVERSIGHT COMMITTEE OF SEPTEMBER 13, 2018.

Attachments

Minutes

**MINUTES OF REGULAR
KAW LAKE FUNDING OVERSIGHT COMMITTEE
CITY OF ENID, OKLAHOMA
HELD ON THE 13TH DAY OF SEPTEMBER 2018**

The Kaw Lake Funding Oversight Committee of the City of Enid, Oklahoma, met in regular session in the Lower Level Conference Room of the Administration Building of the City of Enid, located at 401 West Owen K. Garriott Road in said city, at 12:00 P.M. on the 13th day of September 2018, pursuant to notice given by December 15, 2017 to the Clerk of the City of Enid, and pursuant to notice thereof displayed at the entrance to the Administration Building in said city, in prominent view and which notice was posted prior to 12:00 P.M. on the 12th day of September 2018.

Chairman Patterson called the meeting to order.

The roll was called with the following members present and absent:

PRESENT: Members Wade Patterson, Alan Clepper, Mike Barnthouse, Dan Randall, and Commissioner Jonathan Waddell.

ABSENT: Members Jason Turnbow, Frank Baker, and Jack Ramey.

Others present were Accounting Manager Jennifer Smith, Director of Engineering Services Chris Gdanski, Assistant City Clerk Summer Anderson, Public Utilities Executive Assistant Stephanie Cervantes, Engineering Services Executive Assistant Jacqueline Cook, and Administration Executive Assistant Cary Huffhines.

Motion was made by Commissioner Jonathan Waddell and seconded by Member Alan Clepper to approve the minutes of the June 14, 2018 regular Kaw Lake Funding Oversight Committee meeting, and the vote was as follows:

AYE: Members Wade Patterson, Alan Clepper, Mike Barnthouse, Dan Randall, and Commissioner Jonathan Waddell.

NAY: None.

Director of Engineering Services Chris Gdanski provided a brief presentation to update the committee on the status of the Kaw Lake Water Supply Project, which included the following:

- Phase 3 Scope of Services
 - Consultant Selections
 - Design Oversight
 - Bid Documents
 - Update Preliminary Design for Phasing Plan
 - Design of Common Elements
 - Land Acquisition Services
 - Topographic Survey
 - Finalize Environmental Assessment
 - Program Administration
 - Program Controls
- Phases 3 & 4 Re-Baselined Schedule
 - Pipeline Topographical Survey – October 1, 2018 to May 23, 2019
 - Land Acquisition – October 1, 2018 to March 3, 2020
 - Final Design – January 1, 2019 to June 29, 2020
 - Permitting – June 4, 2019 to July 20, 2020
 - Construction – January 7, 2020 to October 14, 2022
 - Start Up – August 15, 2022 to December 30, 2022
- Final Design Consultant Selection Progress
 - Solicit Qualifications
 - Solicit Proposals for Select Program Elements
 - Evaluate and Select
 - Present to Commission for Acceptance

➤ Land Acquisition Process

- Crossing Approximately 240 Parcels Along Pipeline Route
- Acquire a Permanent Easement for the Pipeline and a Temporary Easement for Construction
- Land Acquisition Consultant Provides and Coordinates Acquisition Services
 - Valuation
 - Coordinate with Landowners
 - Negotiate with Landowners
 - Secure Easements
 - Present to Commission for Acceptance

Following brief discussion, the presentation and update concluded.

Accounting Manager Jennifer Smith provided an update on Kaw Lake sales tax receipts and expenditures.

The amount of sales tax revenue that had been received to date was \$11,294,663.61, with \$35,151.42 in interest. It was noted that the payments toward the 2016 OWRB FAP Principal Payment and Interest Payment for September 2018 had not been paid at that time. Of the two loans, one had closed on September 10, 2018, and the other would close September 20, 2018; the first was the FAP Series 2018B Promissory Note to Oklahoma Water Resources Board, and the other was the Series 2018A Drinking Water SRF Promissory Note to Oklahoma Water Resources Board. Additionally, she explained that the amortization schedule had not yet been set for the FAP loan, and although the current rate is set at 3.8%, it could change before the loan's closing on September 20th. The rate would be set upon closing. With the Financial Assistance Program, the City was allowed to use OWRB's bond rating. OWRB had the highest bond rating. Discussion was held regarding the responsibility of the Authority to pay back the loans.

Ms. Smith explained that all of the FAP loan money is received up front, which was why the amortization schedule was set at closing and the rate and payments would not change. The DWSRF loan money was received gradually as it was needed, and the Authority was responsible for making payments on the loan as it was actually received. The funds from the DWSRF loan were held in a draw-down account. The complete amortization schedule would be received upon the last draw-down.

Ms. Smith noted that the transaction, administration, and closing costs associated with the loans would be paid for out of the sales tax revenue that had already been received for the Kaw Lake Project, instead of those costs being added to the loan amount. She explained that the City had received 3 months of sales tax collections for the Project so far, and the amount budgeted to be received in that 3 months was just over \$2.2 million dollars. However, \$2.4 million was the actual receipt amount. This was a little over a 7.6% increase than what was budgeted.

Regarding the draw-down loan, the City was only responsible for the interest accrued semi-annually, and that was based on cumulative, individual draws through the completion of the project. When the final draw was processed, approximately two years from this meeting date, OWRB would then provide the loan payment schedule, of which were equal payments with the semi-annual payments acquired through March 2050. The principal semi-annual payments of \$333,000.00 would begin on September 15, 2020, regardless of the final draws processed by that date. There was a locked-in rate of 2.99% on this loan.

There being no further business, motion was made by Commissioner Jonathan Waddell and seconded by Member Alan Clepper that the meeting adjourn, and the vote was as follows:

AYE: Members Wade Patterson, Alan Clepper, Mike Barnthouse, Dan Randall, and Commissioner Jonathan Waddell.

NAY: None.

The meeting adjourned at 12:21 P.M.

Meeting Date: 12/13/2018

SUBJECT:

CONSIDER APPROVAL OF THE 2019 SCHEDULE OF MEETINGS FOR THE KAW LAKE FUNDING OVERSIGHT COMMITTEE.

Attachments

Schedule of Meetings

2019 SCHEDULE OF REGULAR MEETINGS

Kaw Lake Funding Oversight Board

| <u>Date</u> | <u>Time</u> | <u>Place of Meeting</u> |
|--------------------|-------------|-----------------------------|
| March 14, 2019 | 12:00 P.M. | Lower Level Conference Room |
| June 13, 2019 | 12:00 P.M. | Lower Level Conference Room |
| September 12, 2019 | 12:00 P.M. | Lower Level Conference Room |
| December 12, 2019 | 12:00 P.M. | Lower Level Conference Room |

All Meetings will be held in the City Administration Building, 401 W. Owen K. Garriott Road, Enid, OK 73701.

Filed in the Office of the City Clerk at 11:24 a.m. on November 27, 2018.

City Clerk