



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

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Kaw Lake Funding Oversight Committee

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**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 14th day of March, 2019, 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 DECEMBER 13, 2018.**
3. **UPDATE ON KAW LAKE PROGRAM.**
4. **UPDATE ON KAW LAKE SALES TAX RECEIPTS & EXPENDITURES.**
5. **PUBLIC COMMENTS.**
6. **ADJOURN.**

**KAW Lake Funding Oversight Committee**

**2.**

**Meeting Date:** 03/14/2019

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**SUBJECT:**

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

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**Attachments**

Minutes

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

Chairman Patterson called the meeting to order.

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

PRESENT: Members Wade Patterson, Frank Baker, Jack Ramey, Dan Randall, and Commissioner Jonathan Waddell.

ABSENT: Members Jason Turnbow, Alan Clepper, and Mike Barnthouse.

Others present were Chief Financial Officer Erin Crawford, City Clerk Alissa Lack, Accounting Manager Jennifer Smith, Director of Engineering Services Chris Gdanski, City Engineer Robert Hitt, Project Manager Murali Katta-Muddanna, Public Works Director Lou Mintz, Administration Executive Assistant Cary Huffhines, Mayor Bill Shewey, and Mr. Bert Mackie of Security National Bank.

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Motion was made by Commissioner Jonathan Waddell and seconded by Member Frank Baker to approve the minutes of the September 13, 2018 regular Kaw Lake Funding Oversight Committee meeting, and the vote was as follows:

AYE: Members Wade Patterson, Frank Baker, Jack Ramey, Dan Randall, and Commissioner Jonathan Waddell.

NAY: None.

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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:

- An overview of program phases
  - Phase 1
    - Concept Development
    - Constraint Analysis
    - Stakeholder Coordination
  - Phase 2
    - Preliminary Engineering
    - Environmental Assessment
    - Public Involvement
  - Phase 3 – Current Phase
    - Final Design
    - Land Acquisition
    - Environmental Permitting
    - Bid Documents
  - Phase 4
    - Bidding
    - Construction Management
    - Start-Up and Commissioning
    - Program Close-Out
- Phases 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 Survey
  - Finalize Environmental Assessment
  - Program Administration
  - Program Controls

➤ Land Acquisition Overview

- Crossing approximately 240 parcels along the pipeline route
- Will acquire a permanent easement for the pipeline and a temporary easement for construction
- Land Acquisition Consultant will provide and coordinate acquisition services
  - Valuation
  - Coordinate with landowners
  - Negotiate with landowners
  - Secure easements
  - Present to Commission for acceptance
- Present to Commission for Acceptance

Following brief discussion, the presentation and update concluded.

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Chief Financial Officer Erin Crawford provided an update on Kaw Lake sales tax receipts and expenditures. She explained that two additional loans had been closed since the last meeting of the Funding Oversight Committee and that information was included on the report provided. So far this year, the City had brought in \$4.7 million in sales tax, which was a 7.48% increase over the \$4.38 million budgeted.

Since the last meeting a payment had been made on the 2016 loan. That was the loan used for Garver for Phase II for the 30% design of the project. There were 2 other notes, the FAP and SRF. The only fees that had been paid out for those were professional fees. Those fees were for the bond advisor, financial advisor, and the trustee fees at closing for both of those loans. It was decided not to pay these fees out of the proceeds, but out of available funds to avoid paying interest on those fees.

She also provided a brief overview of the loans and amortization schedules, noting that the FAP loan was for an amount of \$44,400,000.00, and the SRF was for an amount of \$20,000,000.00, which accounted for the difference in the fees paid at closing.

The FAP loan was closed on November 20, 2018, with an overall effective interest rate of 3.8%; with varying interest rates of 4.2% being the highest and 3.2% being the lowest. The average payment would be 2.509 m per year to pay back the loan. The funds from this loan would take care of a lot of easement acquisitions, the storage contract with the Army Corps of Engineers, and other miscellaneous program management for the program.

The DWSRF loan was different and was not a loan where the City would get the funds up front and have them sitting in an account drawing interest. It was a draw-down program monitored by Oklahoma Water Resources Board (OWRB) and the Oklahoma Department of Environmental Quality (ODEQ). The contract awarded to Garver on October 2, 2018 for Phase 3 would come out of the SRF fund. Currently, no funds had been drawn down, but an invoice had recently been generated. Once the funds started drawing down, interest would start accruing.

The FAP loan had not been drawn down either. Some checks for easements had just been provided to Smith-Roberts to deliver. Once some easements had starting getting approved for acquisition, the funds would start to draw down.

The final design proposals had been received from multiple firms. The proposals would be reviewed and then later taken to Commissioners for approval. Eighteen proposals were received, and there were eleven projects.

If the SRF loan was not all drawn down within two years, it would begin principal and interests payments at that point anyway. There would not be an amortization schedule for this loan until the funds started to get drawn down. The semi-annual payment would be \$333,333.00, if all of the funds were drawn down.

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Discussion was held regarding the schedule of meetings for 2019.

Motion was made by Member Frank Baker and seconded by Commissioner Waddell to approve the 2019 schedule of meetings as presented, and the vote was as follows:

AYE: Members Wade Patterson, Frank Baker, Jack Ramey, Dan Randall, and Commissioner Jonathan Waddell.

NAY: None.

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

AYE: Members Wade Patterson, Frank Baker, Jack Ramey, Dan Randall, and Commissioner Jonathan Waddell.

NAY: None.

The meeting adjourned at 12:21 P.M.