CIRCUIT ENGINEERING DISTRICT #1
SPECIAL BOARD MEETING MINUTES

DATE: Tuesday, April 3, 2007
TIME: 3:30 pm
PLACE: Room 202, Biltmore Hotel, 401 South Meridian, Oklahoma City, OK

ROLL CALL

COUNTY	PRESENT	ABSENT
CRAIG	x	
CREEK	x	
DELAWARE	x	
MAYES	x	
NOWATA	x	
OSAGE	x	
OTTAWA	x	
PAWNEE	x	
ROGERS	x	
TULSA		x
WASHINGTON	x	

MINUTES

1. Meeting called to order by President (Gary Deckard).

2. Secretary (Scott Hilton) called roll call: all present, except Tulsa County.

3. Motion to approve minutes with the date changes by Larry Ramsey. Seconded by Russell Earls. Minutes approved.

4. Financial report was given by Scott Hilton which indicated they had received a check for $29,066.68 for ODOT reimbursement of Project Management Contract August - November 2006. He indicated they needed to submit a claim for December 2006 through March 2007. He also indicated the Michael Douglas of Norman will be auditing CED#1. Mr. Douglas is a State approved auditor for government entities. Hilton informed the CED that a new bank account had been established with American Bank in Skiatook.

5. Gary Deckard talked about some services to add to the CED such as joint use of equipment, sign shops, construction inspection, equipment purchases (reclaimer), and other things. Russell Earls will investigate the possibility of a joint reclaimer purchase. Will discuss at next meeting.

Deckard asked if Guy Engineering could provide construction inspection on CED projects. Julie Guy stated she would inquire with Gordon Johnson about the mechanics of having CED or CED Project Manager provide these services.

6. Blickensderfer with Guy Engineering discussed the meeting with Tim Gatz scheduled for April 26 at 2:00 pm at ODOT Div. 8 office in Tulsa. The meeting will involve discussing County Improvement to Roads and Bridges (CIRB) program also known as HB1176. The date was not good due to a Nowata County conflict. April 24 was a conflict for Ottawa County. Julie Guy will reschedule with Tim Gatz. Deckard discussed funding concern with a Creek County project around $750K. Rosemarie discussed that the bridge may be in the city limits and not be eligible for funding. Discussed how changes will occur within the CIRB 5-yr plan. Blickensderfer explained Tim Gatz had expressed the need for a change request form which would be completed by the County, approved by the CED, and then forwarded to the Commission. No action taken.

7. Deckard asked for a volunteer to head a committee to review and propose changes to the bylaws. Russell Earls volunteered and will be assisted by Mike Helm and Mike Dunlap. They will review the bylaws and present recommended changes at the next meeting.

8. Blickensderfer discussed BR Program for 2007 and 2008. It appears there are more projects being submitted for 2008 than money available. It was stressed that money will be very tight over the next few years until funding increases are obtained. No action taken.

9. Blickensderfer demonstrated the CED#1 website which has been generated by Guy Engineering. Blickensderfer requested any suggestions be sent to him for incorporation into the website. It was suggested that the CED#1 purchase the www.ced#1.org web address. A proposal will be presented at the next CED meeting. Deckard/Hilton thanked Guy Engineering for all the hard work done on the website. No action taken.

10. Blickensderfer discussed the selection process for engineering firms. He suggested grouping projects by type, years, or district to reduce the number of selections and the time required to perform the selection. No action taken.

11. Blickensderfer reviewed a typical project schedule. Project schedules were provided by Guy Engineering. It was requested that additional information be provided, if possible, on schedules. Commissioners would like to see:

    a. Duration of each major task in NEPA process
    b. Actual status
    c. Who to call at each interval ï especially in NEPA process
    d. Flat ñdanger zonesòin a color or symbol
    e. Notify commissioner of problem areas

12. Motion to adjourn by Duke Epperson. Seconded by Russell Earls.