

COMMISSIONERS OF THE LAND OFFICE

REGULAR MEETING AGENDA

THURSDAY, SEPTEMBER 8, 2016 AT 2:00 P.M.
GOVERNOR'S LARGE CONFERENCE ROOM
STATE CAPITOL BUILDING – SECOND FLOOR
OKLAHOMA CITY, OKLAHOMA

Call to Order

Roll Call

Declaration of a Quorum

1. Request Approval of Minutes for Regular Meeting Held August 11, 2016

- a. *Presented by Harry W. Birdwell, Secretary*
- b. *Discussion*
- c. *Commission action in which the Board may approve, disapprove or table the matter and/or direct staff to take further action*

2. Secretary's Comments

- a. Distributions to Beneficiaries for Month of August 2016
- b. Report on Medical Examiners' Office
- c. Report on Lincoln Boulevard Properties and HB 2497

3. Consideration and Possible Action of Approval to Issue an Equity Investment Manager Contract

Authorization is requested to issue an equity investment manager contract as recommended by the Investment Committee, investment consultant, and staff.

Recommendation: The Chief Financial Officer recommends approval of the equity investment manager contract as recommended by the Investment Committee, consultant and staff.

- a. *Presented by Karen Johnson, Chief Financial Officer*
- b. *Discussion*
- c. *Commissioners action in which the Board may approve, disapprove or table the matter and/or direct staff to take further action.*

4. Consideration and Possible Action for the Exchange of Property Rights and Issue of Continuous Easement

Lease No.	Legal Description	Easement No.
100293, 100294 Pottawatomie County	N/2 Sec. 36-11N-3EIM	9695

The City of Shawnee requests a continuous easement for a sewer line as part of a land exchange. Area requested is 179.94 rods in length, 20 feet in width/1.36 acres, per provided survey. The easement was appraised by Trent Wildman and approved by James Spurgeon.

Legal Description of Real Estate to be Conveyed to CLO
A tract of land containing .30 acre lying in the NW/4SW/4 SEC 15-T10N-R2EIM, Pottawatomie County

In exchange for issuance of a continuous sewer line easement (#9695) by the CLO to the City of Shawnee, valued at \$11,000, the City of Shawnee will convey fee simple title (surface only) to the CLO of the above described real estate, valued at \$14,500. This meets the CLO's requirement that an exchange be of equal or greater value to the CLO.

Recommendation: The Director of Real Estate Management recommends approval of the land exchange and issuing of a continuous easement.

- a. Presented by James Spurgeon, Real Estate Management Director*
- b. Discussion*
- c. Commissioners action in which the Board may approve, disapprove or table the matter and/or direct staff to take further action.*

5. Consent Agenda – Request Approval of July 2016 Agency Monthly Division Summary of Activities

The Agenda items presented on the Consent Agenda are considered as one item for voting purposes. The Consent Agenda includes items that are statutorily or constitutionally required to be performed by the Commissioners of the Land Office or are administrative in nature, which are done as a routine action by the Commissioners of the Land Office. If any member of the Commission or any member of the public requests a particular item or items to be considered individually, the matter or matters shall be considered individually.

- a. *Presented by Harry W. Birdwell, Secretary*
- b. *Discussion*
- c. *Commission action in which the Board may approve, disapprove or table the matter and/or direct staff to take further action*

Accounting Division

1. July 2016
 - a. Claims Paid (routine)
 - b. Budget vs. Actual Expenditure Comparison

Minerals Management Division

1. July 2016
 - a. 7/20/2016 Tabulation of Oil and Gas Leases
 - b. Assignments of Oil and Gas Leases
 - c. Division Orders

Real Estate Management Division

1. July 2016
 - a. Surface Lease Assignments
 - b. Term Irrigation Permits
 - c. Soil Conservation Projects
 - d. 20 Year Easements
 - e. Renewed 20 Year Easements
 - f. Assignment of Easements
 - g. Short-term Commercial Lease Renewals
 - h. Patents Issued

6. Financial Information Regarding Investments and Monthly Distributions (informational only)

Investments

- a. Market Value Comparison July 2016

Accounting

- a. August 2016 Distribution by District and Month

7. New Business

The Commission may discuss, consider and take possible action regarding new business that could not have been reasonably anticipated or was unknown prior to the regular meeting.

Adjourn

NOTICE OF POSTING

Date / Time: Tuesday, September 6, 2016, before 2:00 p.m.

Locations: Commissioners of the Land Office
204 N. Robinson, Suite 900
Oklahoma City, OK 73102
Governor's Large Conference Room
State Capitol, 2nd Floor
Oklahoma City, OK 73105

By: Debra Sprehe, Executive Assistant