

CED 5

Circuit Engineering District 5

Tuesday, August 27, 2019

ACCO

429 NE 50th St

Oklahoma City, OK

11:00 a.m.

Board of Directors

President

Zachary Cavett.....Payne County

Vice President

Kevin Calvey.....Oklahoma County

Secretary/Treasurer

Vacant

Darry Stacy.....Cleveland County

Gary Ayers.....Garvin County

Monty Pearcy.....Logan County

Wilson Lyles.....McClain County

CIRCUIT ENGINEERING DISTRICT 5 REGULAR BOARD MEETING

DATE: August 27, 2019
TIME: 11:00 AM
PLACE: ACCO
429 NE 50th St
Oklahoma City, OK

AGENDA

1. Call to order by Chairman.
2. Flag Salute
3. Roll Call
4. Reading of the minutes of the July 23, 2019 meeting and approval or modification of the same. (pg 1-3)
5. Discussion and possible action regarding election of Secretary/Treasurer for CED 5.
6. Discussion and possible action on claims. (pg 4-9)
7. Discussion and possible action regarding former CED 5 Manager Carol Cline's vacation pay.
8. Discussion and possible action on the financial report. (pg 10)
9. Discussion and possible action regarding approval of CED 5 fiscal year 2020 budget. (pg 11)
10. Discussion and possible action regarding approval of CED 5 fiscal year 2019 expenditure report. (pg 11)
11. Discussion and possible action regarding CED 5 audit. (pg 12-18)
12. Discussion and possible action regarding CED 5 Distribution Fund to counties. (pg 19-28)
13. Discussion and possible action regarding CED 5 Management Position. (pg 29-30)
14. Discussion and possible action regarding to surplus the following items:
 - Ford F150 Vin: 1FTRW12W12W98FB20398
 - Konica Minolta printer S/N: A0FD011004700
 - Asus laptop S/N: ECNOBC02511751A
 - HP Pavilion laptop S/N: CNF9380F2S
15. Discussion and possible action regarding to dispose of the items in agenda item 14.
16. Discussion and possible action regarding contracting with an accounting firm. (pg 31-35)
17. Discussion and possible action regarding interlocal agreements between member counties and CED 5. (pg 36)
18. Discussion and possible action regarding ETR project contract agreements. (pg 37-38)
19. Discussion and possible action regarding CIRB 5 year plan.
20. Discussion and possible action regarding crosstown beams.
21. Discussion and possible action on Engineer's report, Transportation and legislative issues.
22. New Business
23. Adjournment

**Circuit Engineering District #5
Regular Board Meeting Minutes
July 23, 2019**

Item 1: Circuit Engineering District #5 Regular Board Meeting was called to order this 23rd day of July, 2019 by President Zach Cavett at 11:00 a.m. at Circuit Engineering District 5, 4205 North Lincoln, Oklahoma City, OK.

Item 2: Carol Cline, CED #5 Manager called roll and Board Members present were-

Payne County – Zach Cavett
Logan County –Monty Pearcey, and
McClain County – Wilson Lyles, and
Garvin County - Gary Ayres
Cleveland County-Darry Stacy

Absent-

Oklahoma County-Kevin Calvey

Others present-

Commissioner Mike Gollihare-Garvin Co. D3, Commissioner Rocky Blasier – Payne Co. D3, Commissioner Harold Haralson – Cleveland Co. D3, Commissioner Glen Murray – McClain Co. D1, Terry Barnett – Pinnacle, Carla Bonner – EST, Jay Morrison – BKL, Brian Wint, Mark Downey – Railroad Yard, Troy Travis – Lochner, Cornino Thompson – FSB, Jake Harbaugh - FSB, Annette Owens – Guy Engineering, Ricky Taylor – EST, Wendy Ross – ODOT, Aaron Finley – CEC, Jarrod Powers – Enercon Services, Shon Richardson – CEC, Melissa Davis – ODOT, Shelly Williams – ODOT, Geordge Rochelle – BKL, Stacey Trumbo - -OK Co. Eng., Jasper Harrison – Benham, and Carol Cline – CED 5.

Item 3: Treasurer’s Report- ACTION

Wilson Lyles moved to acknowledge the Treasurer Report as of June 23, 2019 showing Statement of Financial Position Total Liabilities and Equity being \$784,731.66; Statement of Financial Comparison as of July 23, 2018 being \$404,466.93, July 23, 2019 being \$784,731.66 and Statement of Activity Net Revenue being \$383,384.06; motion seconded by Darry Stacy. Vote by Roll: Nay -none, Abstain-none, Aye- Zach Cavett, Monty Pearcey, Wilson Lyles, Gary Ayres and Darry Stacy. Motion carried.

Item 4: Minutes-ACTION

Darry Stacy moved to approve the July 9, 2019 Special Board Meeting Minutes as presented; motion seconded by Gary Ayres. Vote by Roll: Nay -none, Abstain-none, Aye- Zach Cavett, Monty Pearcey, Wilson Lyles, Gary Ayres and Darry Stacy. Motion carried.

Item 5: Election of Secretary/Treasurer ACTION

Wilson Lyles nominated Darry Stacey but Darry declined nomination. Darry Stacy moved to table this election until the August Meeting; motion seconded by Wilson Lyles. Vote by Roll: Nay -none, Abstain-none, Aye- Zach Cavett, Monty Pearcey, Wilson Lyles, Gary Ayres and Darry Stacy. Motion carried.

Item 6: Rescind motion to dissolve CED 5 ACTION

Monty Piearcy moved to rescind action taken on Item 10 in the June 25, 2019 Meeting to dissolve CED 5; motion seconded by Wilson Lyles. Vote by Roll: Nay -none, Abstain-none, Aye- Zach Cavett, Monty Piearcy, Wilson Lyles, Gary Ayres and Darry Stacy. Motion carried.

Item 7: Approving Resolution for renewal of the Interlocal Cooperative Agreement between the Respective Board of County Commissioners' and CED 5. ACTION

Darry Stacy moved to approve the Resolutions from Payne, Logan, Cleveland, McClain and Garvin Counties; motion 2nd by Monty Piearcy. Vote by Roll: Nay -none, Abstain-none, Aye- Zach Cavett, Monty Piearcy, Wilson Lyles, Gary Ayres and Darry Stacy. Motion carried.

Item 8: Option to Opt-Out of CED 5 NO ACTION

Item 9: OCCEDB Interlocal Agreement for Administration ACTION

Darry Stacey moved to approved the OCCEDB Interlocal Agreement for Administration; motion seconded by Gary Aryes. Vote by Roll: Nay -none, Abstain-none, Aye- Zach Cavett, Monty Piearcy, Wilson Lyles, Gary Ayres and Darry Stacy. Motion carried.

Item 10: Monthly Expenses ACTION

Wilson Lyles moved to approved the Monthly Expenses as presented; motion seconded by Gary Ayres. Vote by Roll: Nay -none, Abstain-none, Aye- Zach Cavett, Monty Piearcy, Wilson Lyles, Gary Ayres and Darry Stacy. Motion carried.

Item 11: Distribution Fund Disbursements ACTION

Wilson Lyles moved to disburse 2019-2020 Distribution Fund of \$100,000 to each CED 5 member county per application project application approval by CED 5; motion seconded by Darry Stacy. Vote by Roll: Nay -none, Abstain-none, Aye- Zach Cavett, Monty Piearcy, Wilson Lyles, Gary Ayres and Darry Stacy. Motion carried.

Item 12: CED 5 Management NO ACTION

Zach Cavett agreed to put options together as requested by Darry Stacy

Item 13: Meeting Locations ACTION

Darry Stacy moved to use the ACCO Building as offered by Gene Wallace-ACCO Director; motion seconded by Gary Ayres. Vote by Roll: Nay -none, Abstain-none, Aye- Zach Cavett, Monty Piearcy, Wilson Lyles, Gary Ayres and Darry Stacy. Motion carried.

Item 14: Acquire Post Office Box ACTION

Darry Stacy moved to send mail to ACCO and not acquire PO Box; motion seconded by Monty Piearcy. Vote by Roll: Nay -none, Abstain-none, Aye- Zach Cavett, Monty Piearcy, Wilson Lyles, Gary Ayres and Darry Stacy. Motion carried.

Item 15: Signature Authority ACTION

Wilson Lyles moved that Zach Cavett and Darry Stacy have signature authority for CED 5 accounts; motion seconded by Gary Ayres. Vote by Roll: Nay -none, Abstain-none, Aye- Zach Cavett, Monty Piearcy, Wilson Lyles, Gary Ayres and Darry Stacy. Motion carried.

Item 16: 2018-2019 Expenditure Report NO ACTION

Item 17: 2019-2020 Budget NO ACTION

Item 18: Regular meeting claims ACTION

Darry Stacy moved to approve claims as presented; motion seconded by Monty Pearcey. Vote by Roll: Nay -none, Abstain-none, Aye- Zach Cavett, Monty Pearcey, Wilson Lyles, Gary Ayres and Darry Stacy. Motion carried.

Item 19: Expenses NO ACTION

Item 20: Vacation compensation to Carol Cline ACTION

Darry Stacy moved to approve vacation compensation contingent on Zach Cavett's verification according to Employee Handbook and hours due; motion seconded by Wilson Lyles. Vote by Roll: Nay -none, Abstain-none, Aye- Zach Cavett, Monty Pearcey, Wilson Lyles, Gary Ayres and Darry Stacy. Motion carried.

Item 21: Surplus CED 5 Property NO ACTION

Item 22: Resolutions, policies, programs, plans, applications, funds, projects, and reports. . .

- a. CIRB NO ACTION
- b. County Projects' Status Report NO ACTION
- c. Crosstown Beams NO ACTION
- d. ETR NO ACTION
- e. STP/BR NO ACTION
- f. STP/RD NO ACTION

Item 23: New Business NO ACTION

Randy Robinson passed out the House Interim Studies List and 2018 & 2019 graphs showing the number of bridges and road miles as certified by ODOT, illustrating CED 5 Member Counties.

Item 24: Adjournment ACTION

Gary Ayres moved to Adjourn; motion seconded by Wilson Lyles. Vote by Roll: Nay -none, Abstain-none, Aye- Zach Cavett, Monty Pearcey, Wilson Lyles, Gary Ayres and Darry Stacy. Motion carried.

From: "Intuit QuickBooks Team" <intuit@notifications.intuit.com>

Date: August 14, 2019 at 11:30:58 PM CDT

To: <randyr@okkacco.com>

Subject: **We received your QuickBooks subscription payment!**

Reply-To: "Intuit No Reply" <reply-fe1c10737d6705-98_HTML-15172778-95467-220009@notifications.intuit.com>



Payment success

**Randy Robinson, thank you
for your payment.**

Invoice number: 1000118836823
Invoice date: 07/23/2019
Total: \$430.00
Payment method: VISA ending in
0065

Sign in to QuickBooks where you can see your billing history and view, save, and print your invoice.

[View billing history](#)

Account details

Billed to:

Circuit Engineering District #5

Company ID ending:

0410



Questions or concerns?

[Visit customer support.](#)

intuit powering
prosperity

[View on web.](#)

5



HC Instant Issue Gift GCA Card Program

Receipt

Transaction Information	
Type of Activity: New Card Order	
Order Taken By: Hollie J	Date: 08/14/2019
Payment Information	
Method of Payment:	CHECK
Total Value Load:	\$430.00
Card Number	Amount On Card
01 xxxx-xxxx-xxxx-006x	\$430.00
Totals	\$430.00

Thank you for your gift card order. Please be sure the gift card recipient reads and understands the terms and conditions of this Visa® gift card.

6

Oklahoma Employment Security Commission

EMPLOYERS QUARTERLY CONTRIBUTION REPORT

Cashier: P O Box 52004 Oklahoma City, Ok 73152-2004

Your report has been received, DO NOT mail a copy of the Employers Quarterly Contribution Report with payment.

1. Employee SSN	Change Type	2. Last Name	First Name	Middle Name	3. Total Wages Paid	4. Taxable Wages Paid
XXXXX4565		CLINE	CAROL	L	\$14,793.75	\$14,793.75
REPORT TOTAL					\$14,793.75	\$14,793.75

14. Monthly count of all full and part-time workers who worked or received pay subject to unemployment insurance for the payroll period that includes the 12th of the month.

Month 1 1 Month 2 1 Month 3 1

15. Oklahoma Account Number: **93-4620413**
 16. Federal I.D. No: **73-1616056**
 17. Qtr / Yr: **1/2019**
 18. Due Date: **4/30/2019**

19. Employer Name / Address
CIRCUIT ENGINEERING DISTRICT NO 5
4205 N LINCOLN BLVD STE 153
 OKLAHOMA CITY OK
 73105 - 0000

Confirmation No.: **C9DF60C397**

5. TOTAL WAGES PAID.....	\$14,793.75
6. TAXABLE WAGES PAID.....	\$14,793.75
7. Contribution Rate for This Quarter.....	1%
8. Contributions Due.....	\$147.94
9. Interest Due.....	\$5.62
10. 10% Penalty Due + \$100.00 Penalty Due.....	\$114.79
11. Debit.....	\$305.20
12. AMOUNT DUE.....	\$573.55
13. Amount Paid.....	

268.35

I certify this report is correct and no contribution is paid by any employee

Contact Name: **Chris Schroder**
 Title: **Accounting**
 Contact Phone: **405-516-5325**
 Date: **8/7/2019**

CED 5 owes \$268.35 for 1st quarter OESC. The \$305.20 was only an estimate by OESC.

Oklahoma Employment Security Commission Unemployment Tax Payment Voucher: OES-3

Employer Name and Address:

CIRCUIT ENGINEERING
DISTRICT NO 5
4205 N LINCOLN BLVD STE
153

Make check payable to OESC

OESC

Due: \$573.55

OKLAHOMA CITY
OK 73105-0000

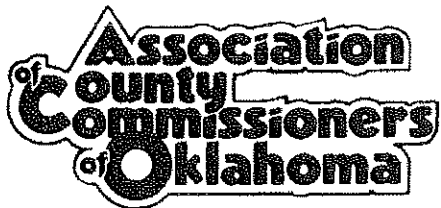
Attn: Cashier
PO Box 52004
Oklahoma City, OK 73152-2004

Paid:

Due on or before: 8/31/2019

Confirmation No.	Oklahoma Account No.	Receive Date	Quarter/Year	Total Amount Due
C9DF60C397	93-4620413		1-2019	\$573.55

8



INVOICE

Invoice

7/19/2019 24377

429 N. E. 50th
Oklahoma City, OK 73105
Wats: (800) 982-6212
Tele: (405) 524-3200
Fax: (405) 524-3700

Billing Address
CED # 5
4205 N. Lincoln Blvd, Ste 153
Oklahoma City, OK 73105

Service Address
CED # 5
4205 N. Lincoln Blvd, Ste 153
Oklahoma City, OK 73105
Invoice Number: **024377**

Association of County Commissioners of Oklahoma

Invoice Number: **024377**

Charge Date	Charge Code	Description	Fixed Charge	Quantity	Unit Price	Amount	Sales Tax
7/19/2019	SIGOpt1	P/L Premium 19/20	\$2,847.00	0.00	0.000000	\$2,847.00	
7/19/2019	deduct	Deductible Pre Fund	\$0.00	0.00	0.000000	\$0.00	
7/19/2019	Notes	Payable to ACCO-SIG	\$0.00	0.00	0.000000	\$0.00	
7/19/2019	DUE2	Due Date: 7/31/19	\$0.00	0.00	0.000000	\$0.00	

This form has been approved by the State Auditor Inspector's Office

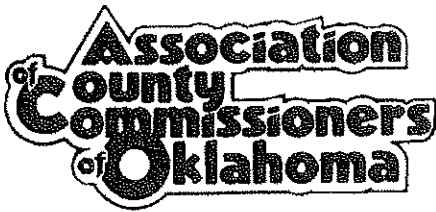
Payment Terms: Net 30 Days Sales Tax: \$0.00
Total: \$2,847.00

Customer ID CED # 5
Customer Name Association of County Commissioners of Oklahoma

Invoice ID 24377
Invoice Number **024377** 7/19/2019

Charge Date	Charge Code	Description	Fixed Charge	Quantity	Unit Price	Amount	Sales Tax
7/19/2019	SIGOpt1	P/L Premium 19/20	\$2,847.00	0.00	0.000000	\$2,847.00	
7/19/2019	deduct	Deductible Pre Fund	\$0.00	0.00	0.000000	\$0.00	
7/19/2019	Notes	Payable to ACCO-SIG	\$0.00	0.00	0.000000	\$0.00	
7/19/2019	DUE2	Due Date: 7/31/19	\$0.00	0.00	0.000000	\$0.00	

Payment Terms: Net 30 Days Sales Tax: \$0.00
This form has been approved by the State Auditor Inspector's Office
Total: \$2,847.00



INVOICE

9

Invoice

7/8/2019 24276

429 N. E. 50th
 Oklahoma City, OK 73105
 Wats: (800) 982-6212
 Tele: (405) 524-3200
 Fax: (405) 524-3700

Billing Address
 CED # 5
 4205 N. Lincoln Blvd, Ste 153
 Oklahoma City, OK 73105

Service Address
 CED # 5
 4205 N. Lincoln Blvd, Ste 153
 Oklahoma City, OK 73105
 Invoice Number: **024276**

Association of County Commissioners of Oklahoma

Invoice Number: **024276**

Charge Date	Charge Code	Description	Fixed Charge	Quantity	Unit Price	Amount	Sales Tax
7/8/2019	SIFOpt1	WC Premium 19/20	\$1,120.00	0.00	0.000000	\$1,120.00	
7/8/2019	CLMFEE	ACCO-SIF Claim Hdlg Fee	\$0.00	0.00	0.000000	\$0.00	
7/8/2019	Notes	Payable to ACCO-SIF	\$0.00	0.00	0.000000	\$0.00	
7/8/2019	DUE	Prem. Due by 7/31/19	\$0.00	0.00	0.000000	\$0.00	

This form has been approved by the State Auditor Inspector's Office

Payment Terms: Net 30 Days
 Sales Tax: \$0.00
 Total: \$1,120.00

Customer ID CED # 5 Invoice ID 24276
 Customer Name Association of County Commissioners of Oklahoma Invoice Number 024276 Invoice Date 7/8/2019

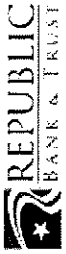
Charge Date	Charge Code	Description	Fixed Charge	Quantity	Unit Price	Amount	Sales Tax
7/8/2019	SIFOpt1	WC Premium 19/20	\$1,120.00	0.00	0.000000	\$1,120.00	
7/8/2019	CLMFEE	ACCO-SIF Claim Hdlg Fee	\$0.00	0.00	0.000000	\$0.00	
7/8/2019	Notes	Payable to ACCO-SIF	\$0.00	0.00	0.000000	\$0.00	
7/8/2019	DUE	Prem. Due by 7/31/19	\$0.00	0.00	0.000000	\$0.00	

Payment Terms: Net 30 Days
 Sales Tax: \$0.00
 Total: \$1,120.00
This form has been approved by the State Auditor Inspector's Office

Account Name	Processed Date	Description	Check Number	Credit or		Amount
				Debit	Debit	
FREE SBC 0001	7/31/19	PAYROLL PAYCHEX - RCX CO ID1161124166 19/07/31 ID # 8293470000592X CCD TRACE # 111000029082675		Debit	\$	1,934.41
FREE SBC 0001	7/15/19	INVOICE PAYCHEX EIB CO ID1161124166 19/07/15 ID # X82685000031383 CCD TRACE # 021000023667799		Debit	\$	100.16
FREE SBC 0001	7/15/19	TAXES PAYCHEX TPS CO ID1161124166 19/07/15 ID # 82673100020139X CCD TRACE # 021000023468040		Debit	\$	971.91
FREE SBC 0001	7/12/19	PAYROLL PAYCHEX CO ID1161124166 19/07/12 ID # 8266770000965X CCD TRACE # 043000096267079		Debit	\$	1,934.43
FREE SBC 0001	7/10/19	REGULAR CHECK 2870	2870	Debit	\$	4,200.00
FREE SBC 0001	7/9/19	REGULAR CHECK 2867	2867	Debit	\$	484.11
FREE SBC 0001	7/9/19	REGULAR CHECK 2869	2869	Debit	\$	22.74
FREE SBC 0001	7/1/19	INVOICE PAYCHEX EIB CO ID1161124166 19/07/01 ID # X82516300036883 CCD TRACE # 021000028181238		Debit	\$	88.01
FREE SBC 0001	7/1/19	TAXES PAYCHEX TPS CO ID1161124166 19/07/01 ID # 82502700036409X CCD TRACE # 064101170036575		Debit	\$	971.91

Balance in checking \$ 349,501.82
Balance in savings \$ 429,666.61
Total balance \$ 779,168.43

8/26/2019



Transaction history
Account: FREE SBC 0001
Date: 8/26/2019

30 transactions

DATE	DESCRIPTION	DEBITS	CREDITS	BALANCE
8/14/2019	Dda Pay First 2875	-\$434.00		\$349,507.82
8/6/2019	Regular Check 2873	-\$22.74		\$349,935.82
8/5/2019	Regular Check 2874	-\$139.62		\$349,958.56
8/5/2019	Regular Check 2872	-\$265.00		\$350,098.18
8/1/2019	Taxes Paychex Tps Co ID1161124166 Id # 82939300012219X Ccd	-\$971.93		\$350,363.18
8/1/2019	Invoice Paychex Eib Co ID1161124166 Id # X82948900008997 Ccd	-\$88.01		\$351,335.11
7/31/2019	Payroll Paychex - Rcx Co ID1161124166 Id # 82934700000592X Ccd	-\$1,934.41		\$351,423.12
7/15/2019	Taxes Paychex Tps Co ID1161124166 Id # 82673100020139X Ccd	-\$971.91		\$353,357.53
7/15/2019	Invoice Paychex Eib Co ID1161124166 Id # X82685000031383 Ccd	-\$100.16		\$354,329.44
7/12/2019	Payroll Paychex Co ID1161124166 Id # 82667700000965X Ccd	-\$1,934.43		\$354,429.60
7/10/2019	Regular Check 2870	-\$4,200.00		\$356,364.03
7/9/2019	Regular Check 2869	-\$22.74		\$360,564.03
7/9/2019	Regular Check 2867	-\$484.11		\$360,586.77
7/1/2019	Taxes Paychex Tps Co ID1161124166 Id # 82502700036409X Ccd	-\$971.91		\$361,070.88
7/1/2019	Invoice Paychex Eib Co ID1161124166 Id # X82516300036883 Ccd	-\$88.01		\$362,042.79
6/28/2019	Payroll Paychex - Rcx Co ID1161124166 Id # 82500100003524X Ccd	-\$1,934.43		\$362,130.80
6/27/2019	Regular Check 2868	-\$530.00		\$364,065.23
6/27/2019	Ach Batch Oklahoma Coopera Co ID1421730696 Id # Ccd		\$45,567.82	\$364,595.23
6/18/2019	Regular Check 2865	-\$22.74		\$319,027.41
6/18/2019	Regular Check 2863	-\$475.20		\$319,050.15
6/14/2019	Taxes Paychex Tps Co ID1161124166 Id # 82225400017048X Ccd	-\$971.91		\$319,525.35

8/26/2019

DATE	DESCRIPTION	DEBITS	CREDITS	BALANCE
6/14/2019	Invoice Paychex Eib Co ID1161124166 Id # X82235800037205 Ccd	-88.16		\$320,497.26
6/13/2019	Payroll Paychex - Rcx Co ID1161124166 Id # 82222500001535X Ccd	-1,934.43		\$320,585.42
6/6/2019	Regular Check 2866	-134.08		\$322,519.85
6/6/2019	Regular Check 2864	-530.00		\$322,653.93
6/4/2019	Ach Batch Oklahoma Coopera Co ID1421730696 Id # Ccd		55,549.97	\$323,183.93
5/31/2019	Taxes Paychex Tps Co ID1161124166 Id # 82017000009626X Ccd	-971.92		\$317,633.96
5/31/2019	Invoice Paychex Eib Co ID1161124166 Id # X82028800005668 Ccd	-88.16		\$318,605.88
5/31/2019	Ach Batch Oklahoma Coopera Co ID1421730696 Id # Ccd		31,902.99	\$318,694.04
5/30/2019	Payroll Paychex Co ID1161124166 Id # 82012300001885X Ccd	-1,934.42		\$286,791.05
Totals:	Transactions: 30	-22,244.43	\$83,020.78	

CED #5 Budget 2019/20			
			Estimate through 6-30-2020
Discription		FY 2018/19	FY 2019/20
Employee Salary	\$69,960.00		\$69,960.00
Cell Phone Stipend	\$720.00		\$720.00
Payroll Tax	\$5,333.11		\$5,445.94
Employee Benefits	\$255.42		\$255.42
Total Personel Expense		\$76,268.53	
Contract Labor		\$0.00	\$0.00
Equipment		\$0.00	\$0.00
Depreciation		\$0.00	\$0.00
Professional Services		\$3,850.00	\$4,200.00
Program Management exp (CIRB)		\$0.00	\$0.00
Maintenance/Repairs		\$102.50	\$2,500.00
Office Supplies		\$98.60	\$250.00
Equipment Lease		\$0.00	\$1,000.00
Rent/Utilities		\$5,702.40	\$5,809.00
Travel/Meals/Lodging		\$115.07	\$250.00
Insurance Deductable		\$0.00	\$10,000.00
Distribution Fund		\$234,000.00	\$600,000.00
Insurance Premiums		\$3,700.00	\$4,000.00
Education/Dues/Subscriptions		\$290.00	\$500.00
Manager Claims		\$730.81	\$1,000.00
Conference Fees/Entertainment		\$80.00	\$90.00
Reserve/Cash Balance		\$368,909.20	\$538,229.39
Total		\$693,847.11	\$1,244,209.75
State Apportionment	\$262,018.51		\$495,000.00
CED Auction	\$13,980.00		\$4,500.00
Sell of Assets	\$0.00		\$0.00
Interest	\$1,009.41		\$1,020.00
Fund Balance (Budget& Previous)	\$368,909.20		\$743,689.75
Total Revenue/Cash Available	\$645,917.12		\$1,244,209.75
Change financial Position (est. Budgeting Ending)		(\$47,929.99)	\$0.00

CERTIFIED PUBLIC ACCOUNTANTS

April 30, 2019

Circuit Engineering District #5
4205 N Lincoln Blvd, Ste 153
Oklahoma City, OK 73105

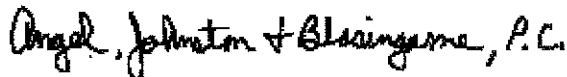
Re: Audit- Engagement Letter

Enclosed is a copy of the engagement letter, which specifies the services we will be providing. Please have the appropriate people review and sign the document and return the signed letter. Please keep a copy for your records. Upon our receipt of the signed engagement letter we will proceed with scheduling the audit fieldwork.

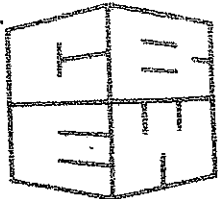
We have also included a copy of our latest quality review report (required once every three years) for your information, as required by *Government Auditing Standards*.

Please call if you have any questions.

Very truly yours,



ANGEL, JOHNSTON & BLASINGAME, P.C.
Certified Public Accountants



CBEW
Professional
Group, LLP
Certified Public Accountants

WALTER H. WEBB, CPA
JANE FRAZIER, CPA
CHARLES E. CROOKS, CPA
TRISHA J. RIEMAN, CPA
GABRIELLE CONCHOLA, CPA

206 N. HARRISON • P.O. BOX 790 • CUSHING, OKLAHOMA 74023 • 918-225-4216 • FAX 918-225-4315

REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

June 26, 2017

To the Shareholders
Angel, Johnston & Blasingame, P.C.
and the Peer Review Committee of the OSCP

We have reviewed the system of quality control for the accounting and auditing practice of Angel, Johnston & Blasingame, P.C. (the firm) in effect for the year ended April 30, 2017. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standard).

A summary of the nature, objective, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards* and a compliance audit under the Single Audit Act.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extend of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Angel, Johnston & Blasingame, P.C. in effect for the year ended April 20, 2017 has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Angel, Johnston & Blasingame, P.C. has received a peer review rating of *pass*.

CBEW Professional Group, LLP
CBEW PROFESSIONAL GROUP, LLP
Certified Public Accountants

CERTIFIED PUBLIC ACCOUNTANTS

April 30, 2019

Circuit Engineering District #5
4205 N. Lincoln Blvd., Ste.153
Oklahoma City, Oklahoma 73105

We are pleased to confirm our understanding of the services we are to provide Circuit Engineering District #5 for the year ended June 30, 2019. We will audit the financial statements of the governmental activities, each major fund, including the related notes to the financial statements, which collectively comprise the basic financial statements of Circuit Engineering District #5 as of and for the year ended June 30, 2019.

Audit Objectives

The objective of our audit is the expression of an opinion as to whether your basic financial statements are fairly presented, in all material respects, in conformity with the modified cash basis of accounting. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of the accounting records of Circuit Engineering District #5 and other procedures we consider necessary to enable us to express such an opinion. We will issue a written report upon completion of our audit of Circuit Engineering District #5's financial statements. Our report will be addressed to management and the governing board of Circuit Engineering District #5. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion or add emphasis-of-matter or other-matter paragraphs. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or to issue reports, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that Circuit Engineering District #5 is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

Audit Procedures – General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures - Internal Controls

Our audit will include obtaining an understanding of the government and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Circuit Engineering District #5's compliance with the provisions of applicable laws, regulations, contracts, agreements and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

Other Services

We will also assist with preparing the financial statements, related notes, and depreciation schedule of Circuit Engineering District #5 in conformity with the modified cash basis of accounting based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Management Responsibilities

Management is responsible for designing, implementing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with the modified cash basis of accounting, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

You are responsible for including all informative disclosures that are appropriate for the modified cash basis of accounting. Those disclosures will include (1) a description of the modified cash basis of accounting, including a summary of significant accounting policies, and how the modified cash basis of accounting differs from GAAP; (2) informative disclosures similar to those required by GAAP; and (3) additional disclosures beyond those specifically required that may be necessary for the financial statements to achieve fair presentation.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, related notes, and depreciation schedule, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, related notes, and depreciation schedule, and that you have reviewed and approved the financial statements, related notes, and depreciation schedule prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to Circuit Engineering District #5 and the Oklahoma State Auditor and Inspector; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Angel, Johnston & Blasingame, P.C. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to various regulatory agencies or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested,

access to such audit documentation will be provided under the supervision of Angel, Johnston & Blasingame, P.C. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by various regulatory agencies. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Evan Blasingame is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Based upon our preliminary estimates, our fees for these services will be **\$5,125**. Our invoices for these fees will be rendered periodically as work progresses and are payable on presentation. This fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee before we incur additional costs.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the contract period. Our most recent peer review report accompanies this letter.

We appreciate the opportunity to be of service to Circuit Engineering District #5 and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Angel, Johnston & Blasingame, P.C.

ANGEL, JOHNSTON & BLASINGAME, P.C.
Certified Public Accountants

RESPONSE:

This letter correctly sets forth the understanding of Circuit Engineering District #5.

By: _____
Title: President

By: _____
Title: Board Member

Date: _____

Date: _____

CED 5 Distribution Fund

County	Commissioner District	Amount	Date County Approved	Date CED 5 Approved	Description
Payne	1	\$ 50,000.00	8/12/19		3/4 ton truck
Payne	3	\$ 50,000.00	8/5/19		3/4 ton truck
Logan	2	\$ 14,940.00	8/15/19		Shoulder roadway
Logan	2	\$ 18,393.33	8/15/19		Repair asphalt failures
Logan	1	\$ 33,333.33	8/5/19		Asphalt road base repair
Logan	3	\$ 33,333.00	8/5/19		Asphalt overlay
Oklahoma	2	\$ 29,447.00	8/14/19		2019 Chevy Van
McClain	2	\$ 33,333.33	8/26/19		Chips/seal overlay

FY 19/20 CED #5 page 1 of 2
Fund Project Application

DISCRIPTION OF PROJECT _____ Purchase 3/4 ton Truck

LOCATION _____

COUNTY ___ Payne PROJECT OWNER _____ District #1

Project Cost _____ Amount Request \$50,000.00 Start Date _____ Completion Date _____

ROADWAY INFORMATION

ADT	Truck Traffic
Maint. Designation	Functional Class
Surface Type	ROW Width

BRIDGE INFORMATION

Year Built	Sufficiency Rating
Bridge Cost	Bridge Length
Approach Cost	Bridge Width

OTHER

DESIGN	Engineer _____	(Complete applicable Roadway/Bridge Information, listed above)
MATCH FUND	Project Number _____	List other funds in conjunction _____
SIGNAGE	Attach reason, location map, and itemized costs	
MAINTENANCE	Attach reason, location map, and itemized costs	
OTHER	Attach reason, location map, and itemized costs	
Other Considerations _____		

(add additional pages if necessary)

CED #5

Fund Project Application

DISCRIPTION OF PROJECT _____ Purchase new 3/4 ton truck

LOCATION _____

COUNTY ___ Payne PROJECT OWNER _____ District #1

BOARD OF COUNTY COMMISSIONERS APPROVAL

Approved this 12th day of August, 2019

Payne County, Oklahoma

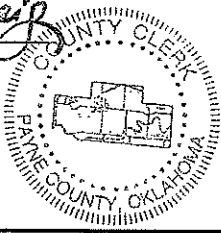
 Chairman

 Member

 Member

 CED 5 President

ATTEST: Theresa Craig
 County Clerk



DISCRIPTION OF PROJECT 3/4 Ton Diesel Pickup

LOCATION _____

COUNTY Payne Co D3 PROJECT OWNER District #3
Project Cost _____ Amount Request 50,000.00 Start Date _____ Completion Date _____

ROADWAY INFORMATION

ADT	Truck Traffic
Maint. Designation	Functional Class
Surface Type	ROW Width

BRIDGE INFORMATION

Year Built	Sufficiency Rating
Bridge Cost	Bridge Length
Approach Cost	Bridge Width

OTHER TRANSPORTATION NEED

DESIGN	Engineer _____	Project Identification/location _____
MATCH FUND	Project Number _____	List other funds in conjunction _____
SIGNAGE	Attach reason, location map, and itemized costs	
MAINTENANCE	Attach reason, location map, and itemized costs	
OTHER	Attach reason, location map, and itemized costs	

Other Considerations _____
(add additional pages if necessary)

BOARD OF COUNTY COMMISSIONERS APPROVAL

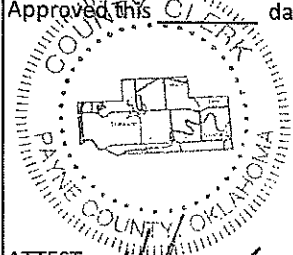
Approved this AUG 05 2019 day of _____, 201_____

PAYNE County, Oklahoma

Chairman [Signature]

Member [Signature]

Member [Signature]



ATTEST: [Signature]
County Clerk

BOARD OF CIRCUIT ENGINEERING DISTRICT 5

Approved this _____ day of _____, 201_____

ATTEST: _____
CED 5 Manager

_____ CED 5 President

Fund Project Application

DESCRIPTION OF PROJECT Shoulder both ~~and~~ East and West edge of Roadway

LOCATION Pine Street from Camp to Rolke Coaster

COUNTY Logan PROJECT OWNER District 2

Project Cost \$ 14,940.00 Amount Request 14,940.00 Start Date _____ Completion Date _____

ROADWAY INFORMATION

ADT	Truck Traffic
Maint. Designation	Functional Class
Surface Type	ROW Width

BRIDGE INFORMATION

Year Built	Sufficiency Rating
Bridge Cost	Bridge Length
Approach Cost	Bridge Width

OTHER

DESIGN	Engineer _____	(Complete applicable Roadway/Bridge Information, listed above)
MATCH FUND	Project Number _____	List other funds in conjunction _____
SIGNAGE	Attach reason, location map, and itemized costs	
MAINTENANCE	Attach reason, location map, and itemized costs	
OTHER	Attach reason, location map, and itemized costs	

Other Considerations _____

22

Fund Project Application

DESCRIPTION OF PROJECT Repair several asphalt failures due to heavy Rain fall since April 2019

LOCATION Forrest Hills E. of Anderson, Midwest N of Rancho, Seward at Midwest, Simmons W of I-35 and additional areas as needed

COUNTY Logan County PROJECT OWNER District 2

Project Cost \$ 18,393.33 Amount Request \$ 18,393.33 Start Date _____ Completion Date _____

ROADWAY INFORMATION

ADT	Truck Traffic
Maint. Designation	Functional Class
Surface Type	ROW Width

BRIDGE INFORMATION

Year Built	Sufficiency Rating
Bridge Cost	Bridge Length
Approach Cost	Bridge Width

OTHER

DESIGN	Engineer	(Complete applicable Roadway/Bridge Information, listed above)
MATCH FUND	Project Number	List other funds in conjunction
SIGNAGE	Attach reason, location map, and itemized costs	
MAINTENANCE	Attach reason, location map, and itemized costs	
OTHER	Attach reason, location map, and itemized costs	

Other Considerations

Fund Project Application

DISCRPTION OF PROJECT Asphalt Road Base Repair & Crack Sealing // Sealed Bid to be let //
6" cold milling depth, Contract to repair per sq yard. Mill out & Replace w/ HMA

LOCATION County Road NS310 (Broadway) Phase 1, first mile south of State Highway
to County Road EW80 (Industrial)

COUNTY Hogon PROJECT OWNER Board of Commissioners, District 1

Project Cost < \$175,000^{est} Amount Request \$33,333^{est} Start Date Sep 30, 2019 Completion Date Nov 29, 2019

ROADWAY INFORMATION

ADT <u>> 3000</u>	Truck Traffic <u>yes - up to Class 8</u>
Maint. Designation	Functional Class <u>Minor Arterial</u>
Surface Type <u>Asphalt</u>	ROW Width <u>24'</u>

BRIDGE INFORMATION

Year Built	Sufficiency Rating
Bridge Cost	Bridge Length
Approach Cost	Bridge Width

OTHER

DESIGN	Engineer	(Complete applicable Roadway/Bridge Information, listed above)
MATCH FUND	Project Number	List other funds in conjunction
SIGNAGE	Attach reason, location map, and itemized costs	
MAINTENANCE	Attach reason, location map, and itemized costs	
OTHER	Attach reason, location map, and itemized costs	

Other Considerations

(add additional pages if necessary)

FY 19/20

CED #5

page 1 of 2

Fund Project Application

DISCRIPTION OF PROJECT: ASPHALT OVERLAY - 1/2 MILE

LOCATION STARTING POINT PINE & COOKSEY WEST 1/2 MILE.

COUNTY LOGAN PROJECT OWNER LOGAN COUNTY TAXPAYERS

Project Cost 75,000.00 Amount Request 33,333.00 Start Date 8/28/19 Completion Date 9/5/19

ROADWAY INFORMATION

ADT <u>275</u>	Truck Traffic <u>UNKNOWN</u>
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Maint. Designation	Functional Class <u>MINOR COLLECTOR</u>
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Surface Type <u>ASPHALT</u>	ROW Width <u>22 FT.</u>
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BRIDGE INFORMATION

Year Built	Sufficiency Rating
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Bridge Cost	Bridge Length
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Approach Cost	Bridge Width
---------------	--------------

OTHER

DESIGN	Engineer	(Complete applicable Roadway/Bridge Information, listed above)
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MATCH FUND	Project Number	List other funds in conjunction
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SIGNAGE	Attach reason, location map, and itemized costs
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MAINTENANCE	Attach reason, location map, and itemized costs
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OTHER	Attach reason, location map, and itemized costs
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Other Considerations

(add additional pages if necessary)

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FY 19/20		CED #5		page 1 of 2	
Fund Project Application					
DISCRPTION OF PROJECT Purchase a 2019 Chevy 15 Passenger Van LS					
LOCATION District 2					
COUNTY Oklahoma PROJECT OWNER Brian Maughan					
Project Cost	\$29,447.00	Amount Request	\$29,447.00	Start Date	Completion Date
ROADWAY INFORMATION					
ADT		Truck Traffic		Functional Class	NA
Maint. Designation	NA	ROW Width		Sufficiency Rating	
BRIDGE INFORMATION					
Year Built		Bridge Length		Bridge Width	
Bridge Cost		Approach Cost			
OTHER					
DESIGN	Engineer	Project Number	(Complete applicable Roadway/Bridge Information, listed above)		
MATCH FUND		List other funds in conjunction			
SIGNAGE	Attach reason, location map, and itemized costs				
MAINTENANCE	Attach reason, location map, and itemized costs				
OTHER	Attach reason, location map, and itemized costs				
Other Considerations					
(add additional pages if necessary)					
CED #5		page 2 of 2			

FY 19/20

Fund Project Application

DISCRIPTION OF PROJECT Chip/Seal Overlay

LOCATION 2 miles W. of Washington, Ok. SANTA FE beginning @ 246th 35° 03' 31.59N 97° 30' 28.17 W
ending @ 35° 02' 39.09 97° 31' 29.86 App @ 2 miles

COUNTY McCLAIN PROJECT OWNER McCLAIN D.2

Amount Request \$ 50,000 Start Date Sept 2019 Completion Date Oct 2019

ROADWAY INFORMATION

ADT 220 Truck Traffic Light

Maint. Designation Minor Functional Class Minor

Surface Type Chip/seal gravel ROW Width 33'

BRIDGE INFORMATION

Year Built Sufficiency Rating

Bridge Cost Bridge Length

Approach Cost Bridge Width

OTHER

DESIGN Engineer (Complete applicable Roadway/Bridge Information, listed above)

MATCH FUND Project Number List other funds in conjunction \$ 10,000 D.2

SIGNAGE Attach reason, location map, and itemized costs

MAINTENANCE Attach reason, location map, and itemized costs

OTHER Attach reason, location map, and itemized costs

Other Considerations (add additional pages if necessary)

CED #5

Fund Project Application

DISCRIPTION OF PROJECT _____

LOCATION _____

COUNTY _____ PROJECT OWNER _____

BOARD OF COUNTY COMMISSIONERS APPROVAL

Approved this 26 day of August, 2019

McCrain County, Oklahoma

Alton Blair
Chairman

[Signature]
Member

[Signature]
Member



ATTEST: [Signature]
County Clerk

CED 5 President

Attach before photographs and return approved application
Circuit Engineering District #5, 900 Northeast 63rd Street, Oklahoma City, OK 73105

Possible CED 5 Management Services

Please check yes or no.

Yes No

Provide assistance to each County pertaining to all projects under Surface Transportation Program (STP), County Improvements for Roads and Bridges (CIRB), County Bridge and Road Improvement (CBRI) funds or other funding/grants and could also include force account projects.

Yes No

Provide for all requirements for the CED in complying with Open meetings and Open records statutes. Such as but not limited to submitting appropriate meeting information to county clerk(s) and Oklahoma Secretary of State, posting of agendas, calendar of events, etc..

Yes No

Provide assistance working with other partners; Oklahoma Department of Transportation (ODOT), Association of Central Oklahoma Governments (ACOG), Tribes and other entities in the development of work plans that involve all member counties.

Yes No

Provide data collection, support and recommendations dealing with the County Highway System.

Yes No

Provide required OCCEDB reports/information such as CED budget, expenditure reports, cross town beams, ETR program, etc..

Yes No

Provide assistance in developing project scope, schedules and budgets with CIRB program and/or CED 5 project application program.

Yes No

Provide tracking and update the schedule for the Construction Work Plan.

Yes No

As requested, participate, schedule, coordinate and document all meetings pertaining to the program such as plan-in-hand, CED, pre-work, and final project meetings.

Yes No

Have knowledge of construction funding sources.

Yes No

Develop or assist in the development of the Five Year Construction Plan for the CED and/or the Five Year Plan for each Board of County Commissioners.

Yes No

Coordinate/provide for educational opportunities for County Commissioners.

Yes No

Provide monthly expense records and help prepare for audit reports.

Yes No

Commissioner assistance of general engineering and program issues, but not plan development or the calculations of engineering design.

Yes No

Develop and institute the appropriate internal controls as set forth to ensure proper safeguards of public funds,

Yes No

Facilitate meeting agenda and minutes in concurrence with the board's President.

Yes No

Provide webpage and storage of all related documents providing them in an organized fashion accessible to the commissioners and public.

Other Services

CED 5 Board Member

Date

Jayna Vaughn, P.C.

Certified Public Accountants

819 Walnut • Duncan, Oklahoma 73533 • (580) 252-6190

To Management
Circuit Engineering District 5
Attn: Randy Robinson, ED
429 NE 50th Street
Oklahoma City, OK 73105

We are pleased to confirm our acceptance and understanding of the services we are to provide for Circuit Engineering District 5 for the year ended June 30, 2020.

You have requested that we prepare the financial statements of Circuit Engineering District 5, which comprise the financial statements indicated below and in the attached schedule, for the year ended June 30, 2020, and perform a compilation engagement with respect to those financial statements. These financial statements will not include statements of cash flows and related notes to the financial statements.

The supplementary information accompanying the financial statements will be presented for purposes of additional analysis. Such information is the responsibility of management. The supplementary information will be subject to our compilation engagement. We will not audit or review the supplementary information and will not express an opinion, a conclusion, nor provide any assurance on such supplementary information.

Please see the attached schedule to review, approve, and/or change the services we expect to provide.

Our Responsibilities

The objective of our engagement is to:

- Prepare financial statements in accordance with the modified cash basis of accounting based on information provided by you; and
- Apply accounting and financial reporting expertise to assist you in the presentation of financial statements without undertaking to obtain or provide any assurance that there are no material modifications that should be made to the financial statements in order for them to be in accordance with modified cash basis of accounting.

We will conduct our compilation engagement in accordance with the Statements on Standards for Accounting and Review Services (SSARS) promulgated by the Accounting and Review Services Committee of the AICPA and comply with the AICPA's *Code of Professional Conduct*, and its ethical principles of integrity, objectivity, professional competence, and due care, when

performing the bookkeeping services, preparing the financial statements, and performing the compilation engagement.

We are not required to, and will not, verify the accuracy or completeness of the information you will provide to us for the engagement or otherwise gather evidence for the purpose of expressing an opinion or a conclusion. Accordingly, we will not express an opinion or a conclusion nor provide any assurance on the financial statements.

Our engagement cannot be relied upon to identify or disclose any financial statement misstatements, including those caused by fraud or error, or to identify or disclose any wrongdoing within the Company or noncompliance with laws and regulations.

We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Your Responsibilities

The engagement to be performed is conducted on the basis that you acknowledge and understand that our role is the compilation of the financial statements in accordance with modified cash basis of accounting and to assist you in the presentation of the financial statements in accordance with modified cash basis of accounting. You have the following overall responsibilities that are fundamental to our undertaking the engagement in accordance with SSARS:

- 1) The selection of modified cash basis of accounting as the financial reporting framework to be applied in the preparation of the financial statements.
- 2) The preparation and fair presentation of financial statements in accordance with modified cash basis of accounting and the inclusion of a description of the modified cash basis of accounting, if applicable.
- 3) The design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of the financial statements that are free from material misstatement, whether due to fraud or error.
- 4) The prevention and detection of fraud.
- 5) To ensure that the Organization complies with the laws and regulations applicable to its activities.
- 6) The accuracy and completeness of the records, documents, explanations, and other information, including significant judgments, you provide to us for the engagement.
- 7) To provide us with—
 - access to all information of which you are aware is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, and other matters.
 - additional information that we may request from you for the purpose of the compilation engagement.

- unrestricted access to persons within the Organization of whom we determine it necessary to make inquiries.

Our Report

As part of our engagement, we will issue a report that will state that we did not audit or review the financial statements and that, accordingly, we do not express an opinion, a conclusion, nor provide any assurance on them. There may be circumstances in which the report differs from the expected form and content. If, for any reason, we are unable to complete the compilation of your financial statements, we will not issue a report on such statements as a result of this engagement.

Our report will disclose that the Circuit Engineering District 5's management has elected to omit the statement of cash flows and substantially all of the disclosures required by modified cash basis of accounting. If the statement of cash flows and omitted disclosures were to be included in the financial statements, they might influence the user's conclusions about the Circuit Engineering District 5's financial position, results of operations, and cash flows. Accordingly, the financial statements will not be designed for those who are not informed about such matters.

We are not independent with respect to Circuit Engineering District 5. We will disclose that we are not independent in our compilation report.

Our report will disclose that the financial statements are prepared in accordance with modified cash basis of accounting, which is a basis of accounting other than accounting principles generally accepted in the United States of America.

You agree to include our accountant's compilation report in any document containing financial statements that indicates that we have performed a compilation engagement on such financial statements and, prior to inclusion of the report, to ask our permission to do so.

Other Relevant Information

Jayna Vaughn is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fees for these services will be based on the time necessary to complete them and billed at our standard hourly rates, which vary depending upon the level of expertise and assigned tasks. You will also be billed for out-of-pocket costs such as report production, word processing, postage, travel, etc.. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes sixty days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time

expended and to reimburse us for all out-of-pocket expenditures through the date of termination.

You may request that we perform additional services not contemplated by this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fee. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

You agree to hold us harmless and to release, indemnify, and defend us from any liability or costs, including attorney's fees, resulting from management's knowing misrepresentations to us.

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you acknowledge and agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

Jayna Vaughn, PC

Jayna Vaughn, P.C.

Acknowledged:
Circuit Engineering District 5

Date

RESOLUTION NO. 2019-3389

APPROVING THE RENEWAL OF INTERLOCAL COOPERATION AGREEMENT BETWEEN THE BOARD AND CIRCUIT ENGINEERING DISTRICT 5

WHEREAS, the Interlocal Cooperation Act at Title 74, Okla.Stat., §§ 1001 et seq., specifically § 1004, authorizes public agencies, including counties in Oklahoma, to enter into agreements with one another for joint or cooperative action to perform any governmental service, activity or undertaking that the public agency is authorized by law to perform;

WHEREAS, the County Road Improvement Act at Title 69, Okla.Stat., § 687.1 authorizes two or more Boards of County Commissioners of any counties in this state to join together to create a circuit engineering district which will provide assistance to county governments in performing the functions delegated by law including, but not limited to, the operation of road maintenance, construction, inspection, and equipment purchases and management;

WHEREAS, the respective Boards of County Commissioners of Payne, Logan, Oklahoma, Cleveland, McClain, Garvin and Murray Counties, political subdivisions organized and existing under the laws of the State of Oklahoma, on May 26, 2009, approved and executed that certain Interlocal Cooperative Agreement (the "Agreement") creating Circuit Engineering District 5 and have renewed the Agreement each year since that time; and

WHEREAS, by this Resolution, the undersigned Board wishes to renew the Agreement.

NOW, THEREFORE, BE IT RESOLVED THAT the undersigned Board of County Commissioners hereby agrees to renew the Agreement creating Circuit Engineering District 5.

ADOPTED by the undersigned Board this 29th day of July, 2019.

BOARD OF COUNTY COMMISSIONERS

By Kevin Coley, Chairman

By Carina Blumetto, Member

By Brian Mangham, Member

ATTEST:

D.B. Horton



County Clerk

APPROVED:

Adam Curtis

District Attorney

RETURN TO: Circuit Engineering District 5, 900 Northeast 63rd Street, Oklahoma City, Oklahoma 73105 (Telephone: 405-812-4735)

Approved Projects for CED 5

Total Amount in CED 5											\$1,200,001.00		
Co. #	County Name	CED #	Comm. Dist. #	Project #	Project Type	Requested amount	Paid	Date Paid	Extension 2020	Before Photos	After Photos		
42	Logan	5	1	ETRCR5-42-1(01)09	Road	\$0.00	\$100,000.00	7/15/10	N/A	yes	yes		
47	McClain	5	2	ETRCR5-44-2(01)10	Road	\$0.00	\$750,000.00	5/12/14	N/A	yes	yes		
42	Logan	5	1	ETRCR5-42-1(02)11	Bridge	\$0.00	\$130,000.00	12/15/10	N/A	yes	yes		
42	Logan	5	1	ETRCB5-42-1(03)11	Bridge	\$0.00	\$167,000.00	12/15/10	N/A	yes	yes		
42	Logan	5	2	ETRCR5-42-2(04)11	Road	\$0.00	\$17,751.93	1/14/11	N/A	yes	yes		
42	Logan	5	2	ETRCR5-42-2(05)11	Road	\$0.00	\$90,000.00	6/15/11	N/A	yes	yes		
42	Logan	5	1	ETRCR5-42-1(06)11	Road	\$0.00	\$100,000.00	8/15/11	N/A	yes	yes		
42	Logan	5	3	ETRCB5-42-3(07)11	Bridge-Never Used Money	\$0.00	\$86,000.00	5/15/13	N/A	yes	N/A		
42	Logan	5	1	ETRCR5-42-1(08)11	Bridge-Never Used Money	\$0.00	\$86,000.00	5/15/13	N/A	yes	N/A		
42	Logan	5	3	ETRCB5-42-3(09)11	Bridge-Never Used Money	\$0.00	\$88,000.00	5/15/13	N/A	yes	N/A		
14	Cleveland	5	1	ETRCR5-14-1(01)11	Road	\$0.00	\$400,000.00	12/19/11	N/A	yes	yes		
42	Logan	5	1	ETRCR5-42-1(10)12	Bridge	\$0.00	\$250,000.00	3/29/13	N/A	yes	yes		
25	Garvin	5	2	ETRCR5-25-2(01)12	Road	\$0.00	\$28,800.00	2/11/13	N/A	yes	yes		
25	Garvin	5	2	ETRCR5-25-2(02)12	Road	\$0.00	\$23,925.00	10/1/12	N/A	yes	yes		
25	Garvin	5	2	ETRCR5-25-2(03)12	Road	\$0.00	\$3,360.00	2/11/13	N/A	yes	yes		
25	Garvin	5	2	ETRCR5-25-2(04)12	Road	\$0.00	\$54,880.00	10/1/12	N/A	yes	yes		
25	Garvin	5	2	ETRCR5-25-2(05)12	Road	\$0.00	\$61,570.00	2/11/13	N/A	yes	yes		
25	Garvin	5	2	ETRCR5-25-2(06)12	Road	\$0.00	\$7,185.00	2/11/13	N/A	yes	yes		
25	Garvin	5	2	ETRCR5-25-2(07)12	Road	\$0.00	\$52,650.00	2/11/13	N/A	yes	yes		
25	Garvin	5	2	ETRCR5-25-2(08)12	Road	\$0.00	\$21,090.00	2/11/13	N/A	yes	yes		
25	Garvin	5	2	ETRCR5-25-2(09)12	Road	\$0.00	\$73,400.00	10/1/12	N/A	yes	yes		
25	Garvin	5	2	ETRCR5-25-2(10)12	Road	\$0.00	\$67,825.00	10/1/12	N/A	yes	yes		
25	Garvin	5	2	ETRCR5-25-2(11)12	Road	\$0.00	\$73,400.00	10/1/12	N/A	yes	yes		
25	Garvin	5	2	ETRCR5-25-2(12)12	Road	\$0.00	\$124,500.00	10/1/12	N/A	yes	yes		
25	Garvin	5	2	ETRCR5-25-2(13)12	Road-Never Used Money	\$0.00	\$94,150.00	2/11/13	N/A	yes	N/A		
42	Logan	5	1	ETRCR5-42-1(11)13	Road	\$0.00	\$750,000.00	7/18/18	N/A	yes	yes		
CED 4 loaned CED 5 approved by CED 4 on May 1, 2013 and by CED 5 on May 23, 2013													
14	Cleveland	5	1	ETRCR5-14-1(02)13	Road	\$0.00	\$1,000,000.00	4/2/14	N/A	N/A	N/A		
						\$0.00	\$1,000,000.00	5/26/15	N/A	yes	yes		

Approved Projects for CED 5

Total Amount in CED 5											\$1,200,001.00	
Co. #	County Name	CED #	Comm. Dist. #	Project #	Project Type	Requested amount	Paid	Date Paid	Extension 2020	Before Photos	After Photos	
55	Oklahoma	5	3	ETRCB5-55-3(01)13	Bridge	\$0.00	\$1,200,000.00	6/11/14	N/A	yes	yes	
47	McClain	5	2	ETRCR5-44-2(02)15	Road	\$0.00	\$375,000.00	5/18/15	N/A	yes	yes	
47	McClain	5	2	ETRCR5-44-2(03)15	Road	\$0.00	\$150,000.00	6/4/18	N/A	yes	yes	
47	McClain	5	3	ETRCR5-44-3(04)15	Road	\$0.00	\$150,000.00	1/8/18	N/A	yes	yes	
CED 5 loaned CED 1 \$200,000 for project. Approved on September 29, 2015												
47	McClain	5	3	ETRCB5-44-3(05)16	Bridge	\$0.00	\$200,000.00	12/10/15	N/A	N/A	N/A	
14	Cleveland	5	3	ETRCB5-14-3(03)16	Bridge	\$200,000.00				yes	yes	
14	Cleveland	5	1	ETRCR5-14-1(04)19	Road	\$650,000.00				yes	yes	
Total						\$850,000.00						
Remaining available						\$350,001.00						

Projects for Approval at Board Meeting

Co. #	County Name	CED #	Comm. Dist. #	Project #	Project Type	Requested amount
Total						\$0.00
Remaining available						\$350,001.00