

PLEASE NOTIFY ACOG AT 234-2264 (TTY 234-2217) BY 5:00 P.M. APRIL 26
IF YOU DESIRE A SIGN LANGUAGE INTERPRETER AT THE MEETING

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
BOARD OF DIRECTORS
THURSDAY, APRIL 29, 2004

1:45 p.m.
or immediately following the ITPC meeting

ACOG CONFERENCE ROOM
21 EAST MAIN STREET, SUITE 100
OKLAHOMA CITY, OKLAHOMA 73104-2405
234-2264

- I. CALL TO ORDER
- II. INTRODUCTION OF GUESTS
- III. APPROVAL OF MINUTES – REGULAR MEETING MARCH 25, 2004
[\[Attachment III\]](#)
- IV. COMMUNICATIONS
 - A. CHAIRMAN’S REPORT
 - (1) Nomination’s Committee Appointments
 - (2) Budget Committee Appointments
 - B. DIRECTOR’S REPORT
- V. HEARING OF DELEGATIONS OR CITIZENS
- VI. CONSENT DOCKET

INFORMATION: This item is placed on the agenda so that the Board of Directors, by unanimous consent, may designate those routine agenda items that they wish to be approved or acknowledged by one motion. If any item proposed does not meet with the approval of all Board Members, that item will be heard in regular order. Staff recommends that Items A through M in Section VI be placed on the Consent Docket.

Visit <http://acogok.org/Newsroom/Downloads/aprbod.pdf>
to view the entire agenda online.

Action Requested: Motion to place the above items on the Consent Docket and approve or acknowledge those items, subject to any conditions included in that item.

- A. FINANCE REPORT – APRIL CLAIMS
[\[Attachment VI-A\]](#)

INFORMATION: Consideration of materials claims budgeted for the Association in the amount of \$157,864.27. These claims have been found to be in order by staff and proper as to form and are recommended for payment. A copy of the Claims List is included in the agenda packet.

Action Requested: Motion to accept the finance report and approve payment of the April claims against the Association.

- B. REGIONAL CLEARINGHOUSE REVIEW AND COMMENT REPORT – CURRENTLY UNDER REVIEW
[\[Attachment VI-B\]](#)

INFORMATION: The listed projects have been or are being reviewed through the Clearinghouse review process by staff. Final comment letters have been or will be submitted to the applicants as per Board Resolution No. 1059.

Action Requested: Motion to concur with the Clearinghouse action.

INTERMODAL TRANSPORTATION PLANNING REPORT

The attachments for these items are included in the ITPC Agenda Packet.

*For a direct link to the ITPC agenda, please go to:
<http://acogok.org/Newsroom/Downloads/apritpc.pdf>.*

- C. PUBLIC HEARING AND ACTION ON REQUEST FOR AMENDMENT TO THE FY 2004-2006 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) BY ODOT
[\[Attachment C\]](#)

INFORMATION: The Oklahoma Department of Transportation (ODOT) has requested an amendment to the FFY 2004 element of the FFY 2004-2006 OCARTS Area TIP to include engineering and environmental studies associated with the future widening of SH-9 between 84th Ave SE in Norman and the

US-177/Tecumseh Road junction in Pottawatomie County. The requested engineering and environmental activities will utilize nearly \$300,000 in federal funds from the state's Surface Transportation Program (STP) funds. The federal funds associated with this project will not impact the FFY 2004 Oklahoma City Urbanized Area funds available for local government projects. The ITTC recommends approval.

Action Requested: Motion to endorse amendment of the FY 2004 element of the FFY 2004-2006 OCARTS Area TIP to include engineering and environmental studies associated with the future widening of SH-9 in Cleveland County, as requested by ODOT.

- D. PUBLIC HEARING AND ACTION ON REQUEST FOR AMENDMENT TO THE FFY 2004-2006 TRANSPORTATION IMPROVEMENT PROGRAM BY THE CITY OF NORMAN [Attachment D]

INFORMATION: The City of Norman has requested an amendment to the FFY 2004 element of the FFY 2004-2006 OCARTS Area TIP to include deck and joint repairs to the Main Street and Lindsey Street bridges over I-35, using 80 percent Surface Transportation Program Urbanized Area (STP-UZA) funds and 20 percent local match. Estimated federal share of the repair project is \$80,200. The ITTC recommends approval.

Action Requested: Motion to endorse amendment of the FFY 2004 element of the FFY 2004-2006 OCARTS Area TIP to include deck and joint repairs to the Main Street and Lindsey Street bridges over I-35, as requested by the City of Norman, and to submit the same to the Oklahoma Department of Transportation for inclusion in the Statewide Transportation Improvement Program (STIP).

- E. REQUEST BY THE CITY OF NORMAN TO SPEND FFY 2004 STP-UZA FUNDS – AUTHORIZATION FOR THE METROPOLITAN PLANNING ORGANIZATION (MPO) TO SIGN AGREEMENT AMONG NORMAN, ACOG AND ODOT FOR THE CITY OF NORMAN TO REPAY FUNDS IF LEGISLATIVE EFFORTS TO REJOIN THE NORMAN AND OKLAHOMA CITY UZAS ARE UNSUCCESSFUL [Attachment E]

INFORMATION: The FFY 2004 element of the FFY 2004-2006 OCARTS Area Transportation Improvement Program includes a project to install emergency pre-emption devices on 13 signals along Robinson Street, between Brookhaven and 12th Avenue NE, in the City of Norman. The City has completed the design, environmental and right-of-way clearance activities necessary for federal authorization of the project, and has requested that the Oklahoma Department of

Transportation seek authorization for federal STP-UZA funding from the Federal Highway Administration (FHWA). Since the 2000 Census criteria resulted in the designation of two urbanized areas, Oklahoma City and Norman, within the OCARTS planning area, and since the City of Norman, ACOG and ODOT have sought a permanent legislative solution to rejoin the two UZAs for highway funding purposes, a special agreement among the City of Norman, ACOG and ODOT is proposed.

Action Requested: Motion to endorse authorization for the ITPC Chairman to sign a three-way agreement among the City of Norman, ACOG and ODOT, subject to approval by legal counsel, stipulating that in the event legislative efforts to restore the Norman Urbanized Area (UZA) to the Oklahoma City UZA are unsuccessful as part of the FFY 2004 U.S. Department of Transportation Appropriations Bill, the City of Norman will repay any part of the STP-UZA funds authorized by the FHWA to the OCARTS Area STP-UZA fund for the project located on Robinson Street between Brookhaven and 12th Avenue NE in the City of Norman. [JP 15688(04); STPG-14A(408)AG].

F. PRELIMINARY 2030 OCARTS CITY POPULATION FIGURES
{Attachment F}

INFORMATION: Attached in the ITPC agenda are the preliminary population projections for OCARTS Area counties and cities. These figures are proposed for the purpose of developing the 2030 regional transportation plan. The 2030 OCARTS population forecast is intended to describe the quantity of population/residential growth up to the year 2030. The Growth Allocation Model will be used to simulate the location of the growth to zonal geography, then staff will use the transportation model as a tool to analyze the socioeconomic data and identify needed transportation system improvements. The Intermodal Transportation Technical Committee (ITTC) has recommended approval of the preliminary 2030 population forecast as written, with the *exception* of an upward adjustment to the Piedmont 2030 forecast.

Action Requested: Motion to endorse approval of the city and unincorporated totals to be used in developing the 2030 OCARTS Plan.

G. PRELIMINARY 2030 OCARTS COUNTY EMPLOYMENT FIGURES
{Attachment G}

INFORMATION: In February 2004, the Intermodal Transportation Policy Committee approved Year 2000 employment figures for use in developing the 2030 OCARTS Transportation Plan. The next step in developing the 2030 OCARTS Plan is

determining 2030 employment control totals by county. Staff recommends that Woods and Pool Economics, Inc. county employment forecasts be used as a basis for developing the OCARTS Area employment control totals for Year 2030. Following committee review and comment on these county totals, staff will proceed in developing a recommended 2030 OCARTS employment total.

Action Requested: Review and comment at the ITPC meeting on recommended county level population projections to be used in developing an OCARTS forecast for the 2030 OCARTS Plan. No formal action is needed at this time.

H. PRELIMINARY FFY 2005-2007 OCARTS AREA TRANSPORTATION IMPROVEMENT PROGRAM
(Attachment H)

INFORMATION: ACOG staff has completed the Preliminary FFY 2005-2007 OCARTS Area TIP based on input from the ITTC, the Oklahoma Department of Transportation, Metro Transit Oklahoma City, Metro Transit Norman, the Oklahoma City Department of Airports and other agencies that provide transit and airport services within the OCARTS Area. Copies of the preliminary TIP will be available at the upcoming meeting, and the full document is available on ACOG's web site at <http://www.acogok.org/Newsroom/Downloads/tip0507prelim.pdf>. Written comments on the preliminary TIP were requested by April 27 and will be forwarded to the ITPC for consideration during the April meeting.

Action Requested: Review and comment at the ITPC meeting on highway, transit and airport projects reflected in the preliminary FFY 2005-2007 OCARTS Area TIP.

I. TRIENNIAL JOINT CERTIFICATION REVIEW OF OCARTS METROPOLITAN PLANNING ORGANIZATION
(Attachment I)

INFORMATION: In accordance with provisions of the Transportation Equity Act for the 21st Century, the Oklahoma Division office of the Federal Highway Administration and the Region VI office of the Federal Transit Administration have been charged with the responsibility of scheduling a review of the OCARTS Area MPO. The purpose of the certification review is to evaluate the MPO's transportation planning process, and to determine if the process meets the requirement of federal law. The following dates have been set: Tuesday, April 27, through Thursday, April 29, 2004. A closeout session to discuss preliminary findings is planned for Thursday, April 29.

Action Requested: None. For information only.

- J. STATUS OF SURFACE TRANSPORTATION PROGRAM URBANIZED AREA (STP-UZA) PROJECTS IN THE OCARTS TRANSPORTATION MANAGEMENT AREA (TMA) [Attachment J]

INFORMATION: Attached in the ITPC agenda is information on the status of all programmed OCARTS Area Surface Transportation Program Urbanized Area projects, as provided by the ODOT Local Government Division on March 29, 2004. The FFY 2004 project statuses have been updated to reflect information discussed with the ITTC on April 8.

Action Requested: None. For information only.

- K. FY 2004 UNIFIED PLANNING WORK PROGRAM (UPWP) REPORTS [Attachment K]

Action Requested: None. For information only.

This concludes the Intermodal Transportation Planning Report.

- L. CONSIDER POPULATION ESTIMATES FOR FY 2005 TO SERVE, WHEN ADOPTED, AS THE DETERMINATION OF POPULATION FOR REPRESENTATION AT ACOG AND FOR ASSESSMENT PURPOSES [Attachment VI-L]

INFORMATION: Each year, pursuant to the ACOG Agreement, ACOG staff submits to the Board of Directors for adoption an estimate or count of the population of Substate Planning Region 8 and the members of ACOG therein which shall serve as the determination of population for representation and assessment purposes. ACOG has received 2002 Population Estimates from the U.S. Census Bureau/Oklahoma Department of Commerce. These figures are included in the assessment.

Action Requested: Motion to adopt the 2002 Population Estimates from the U.S. Census Bureau for use as the basis of weighted votes and dues assessment for the FY 2005 ACOG Budget.

- M. CONSIDER AUTHORIZATION FOR ACOG EXECUTIVE DIRECTOR TO EXECUTE CONTRACT AGREEMENT WITH NATIONAL HIGHWAY INSTITUTE (NHI) FOR INCIDENT MANAGEMENT TRAINING USING FY 2003 FHWA ITS SERVICE PLAN FUNDS [Attachment VI-M]

INFORMATION: On June 5, 2003, the Federal Highway Administration advised ACOG that it was successful in obtaining \$21,000 in FY 2003 Intelligent Transportation System (ITS) Service Plan funds. These funds were to be used for educational and ITS integration purposes. The ACOG Board of Directors authorized the expenditure of these funds for eligible OCARTS Area ITS projects at its August 14, 2003 meeting.

ACOG recently hosted a National Highway Institute (NHI) workshop entitled *Managing Traffic Incident and Roadway Emergency* at a total cost of \$6,900. NHI is the “training arm” of the Federal Highway Administration. The purpose of the workshop was to provide area police, fire, public safety services and transportation personnel with the latest and most effective techniques for managing roadway incidents. The NHI course is reflected in ACOG’s FY 2003 Service Plan.

In order to fulfill ACOG’s purchasing policy and compensate NHI for training personnel and materials, a formal agreement between ACOG and NHI must be executed. That agreement is attached for your review.

Action Requested: Motion to authorize the Executive Director to execute a contract agreement with the National Highway Institute (NHI) for incident management training, subject to approval by legal counsel.

VII. ITEMS REQUIRING INDIVIDUAL ACTION

- A. CONSIDER AUTHORIZATION OF A SUBCONTRACT BETWEEN ACOG AND 9-1-1 ACOG FOR ADMINISTRATIVE SERVICES AND APPROPRIATE AUTHORIZATIONS REQUIRED TO FULFILL OBLIGATIONS UNDER THE OSDH/HRSA GRANT WHICH WILL PROVIDE EMD SOFTWARE

INFORMATION: In an effort to ensure proper authorization for ACOG to acquire, implement and administer a grant that would be providing valuable EMD software and services to 9-1-1 ACOG, staff is recommending a subcontract between ACOG and the 9-1-1 ACOG. This contract would authorize ACOG to procure and install any necessary hardware, software and supplemental equipment to any of the 9-1-1 ACOG’s property for the purposes of fulfilling the obligations under the Oklahoma State Department of Health’s (OSDH) Health Resource and Service Administration (HRSA) grant which will fund the software version of the Emergency Medical Dispatch protocol system. This agreement is coterminous with the OSDH contract utilizing the same terms and conditions.

Action Requested: Motion to approve a subcontract between the Association of Central Oklahoma Governments (ACOG) and the 9-1-1 Association of Central

Oklahoma Governments (9-1-1 ACOG) for administrative services and appropriate authorizations required of the HRSA grant funds for the regional Emergency Medical Dispatch program, subject to approval by legal counsel.

B. LEGISLATIVE STATUS REPORT

INFORMATION: Staff will provide an update on activities and measures before the Oklahoma Legislature.

Action Requested: As desired by the Board of Directors.

VIII. INFORMATION ITEMS

A. NEW ACOG WEB SITE
[\[Attachment VIII-A\]](#)

IX. NEW BUSINESS

X. ADJOURNMENT

**ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
BOARD OF DIRECTORS**

MARCH 25, 2004 (THURSDAY)
21 EAST MAIN STREET, SUITE 100
OKLAHOMA CITY, OKLAHOMA
2:25 P.M.

The third meeting of the ACOG Board of Directors for the calendar year 2004 was convened March 25, 2004, in the ACOG Conference Room, 21 East Main Street, Suite 100, Oklahoma City, Oklahoma, at 2:25 p.m., as indicated by advance notice filed with the Oklahoma County Clerk and posted at the ACOG offices.

PRESIDING

Hon. Ron Bledsoe, Mayor, Slaughterville, Chairman

BOARD MEMBERS PRESENT

Hon. Bryan Taylor, Councilmember, Bethany
Hon. Dave Howe, Councilmember, Choctaw
Hon. Larry O'Connell, Councilmember, Del City
Hon. Sandra Naifeh, Mayor, Edmond
Hon. Paula Sanford, Councilmember, Edmond
Hon. Jason Murphey, Councilmember, Guthrie
Hon. Bill Haddock, Councilmember, Lexington
Hon. Darrell Noblitt, Councilmember, Mustang
Hon. Kathleen Moon, Councilmember, Mustang
Hon. Jim Pumphrey, Councilmember, Nicoma Park
Hon. David Hopper, Councilmember, Norman
Hon. Willa Johnson, Councilmember, Oklahoma City
Hon. John Brown, Councilmember, Piedmont
Hon. Marsha Jefferson, Mayor, Spencer
Hon. Scott Symes, Councilmember, The Village
Hon. Bob Bradway, Councilmember, Yukon
Hon. Grant Hedrick, Commissioner, Canadian County
Hon. Mark Sharpton, Commissioner, Logan County

BOARD MEMBERS ABSENT

Hon. Michael Crowley, Mayor, Calumet
Hon. Susan Schwarz, Councilmember, El Reno
Hon. Lewis Pringle, Councilmember, Forest Park
Hon. Karen Feldhake, Councilmember, Harrah
Hon. Matt Elerick, Mayor, Jones City
Langston
Hon. Scott Fesler, Councilmember, Luther
Hon. Eddie Reed, Mayor, Midwest City
Hon. Glenn Lewis, Mayor, Moore
Hon. Kathy Walker, Councilmember, Nichols Hills
Hon. Carol Jones, Councilmember, Noble
Hon. Larry N. Kesler, Councilmember, Union City
Valley Brook
Hon. Tom Smith, Councilmember, Warr Acres
Hon. Bill Graves, Commissioner, Cleveland County
Hon. Stan Inman, Commissioner, Oklahoma County

ASSOCIATE MEMBERS ABSENT

Tinker Air Force Base

GUESTS

Mary Murphey, Logan County Commissioner's Office
Bill Knox, Special Projects Officer, Harrah
Jerry Taylor, City Manager, Harrah
Hon. Jim Gurley, Councilmember, Newcastle
Steve Jones, Congressman Ernest Istook's Office

STAFF PRESENT

Zach D. Taylor, Executive Director
J. Dell Gordon, Legal Counsel
Diane McCullough, Administrative Assistant/Administrative Secretary
Debbie Cook, Director of Finance
Jane E. Sutter, Division Director, Intergovernmental Services
John G. Johnson, Consultant
Don Bown, Consultant
Steve Willoughby, ENP, Director, E9-1-1 & Public Safety Programs
Doug Rex, Assistant to the Executive Director

Ellen Owens, Department Secretary
John Harrington, Division Director, Water Resources
John M. Sharp, Program Coordinator, Transportation Planning & Data Services
Danny O'Connor, Associate Planner, Transportation Planning & Data Services

I. CALL TO ORDER – ROLL CALL

Chairman Ron Bledsoe called the meeting to order at 2:25 p.m. noting that a quorum was present.

II. INTRODUCTION OF GUESTS

Zach Taylor introduced Mary Murphey from the Logan County Commissioner's Office, and Paula Sanford, Councilmember from Edmond and Board alternate. Other guests at the meeting included Jerry Taylor, City Manager of Harrah and Bill Knox, Special Projects Officer from Harrah.

III. APPROVAL OF MINUTES – REGULAR MEETING – FEBRUARY 26, 2004

Director Brown made a motion to approve the minutes as submitted. The motion was seconded by Director Noblitt and carried with the following vote:

AYE: Taylor, Howe, O'Connell, Naifeh, Murphey, Haddock, Noblitt, Pumphrey, Hopper, Johnson, Brown, Bledsoe, Jefferson, Symes, Bradway, Hedrick and Sharpton

NAY: None

ABSTAIN: None

IV. COMMUNICATIONS

A. CHAIRMAN'S REPORT

Chairman Bledsoe said a handout was available that talked about a volunteer opportunity at the Oklahoma City Zoo. He said the Junior League of Oklahoma City, the Zoological Society and the Oklahoma City Zoo are working to create a playground called the Jungle Gym. The playground was designed with input from about 3,500 children from metro schools. Chairman Bledsoe said those three groups are asking for volunteers to help with the building of the playground. All materials and tools will be furnished to volunteers. Chairman Bledsoe said if anyone wanted to volunteer for the project, they should contact Ann Trudgeon at 843-6067.

B. DIRECTOR'S REPORT

Zach Taylor said an amendment to the Claims List was available as a handout. Several claims arrived after the claims list was published. Those claims include Southwestern Bell, STR, Inc., University of Missouri-Columbia and South Central Arc Users Group. Mr. Taylor said the claims list has been amended from \$75,575.94 to \$80,344.51.

Mr. Taylor reported that he and Jane Sutter have been working with several press organizations regarding next fall's Freedom of Information Oklahoma Conference. The conference will probably be held at the University of Central Oklahoma. Mr. Taylor said if any Board members have any issues associated with a need for training and information on Open Meetings and Open Records issues, they should contact him.

Mr. Taylor said the Legislature approved and assigned its general appropriations budget bill this week. The bill, as it currently stands, will accommodate full funding of the Rural Economic Action Plan, which was significantly reduced in funding for the current fiscal year. Mr. Taylor said the media had reported that there will probably be a constitutional question raised on that bill related to whether or not the revenue contained and spent within the bill has been certified and if maybe the bill is spending more revenue than would be expected to be received. Mr. Taylor said he thought those issues would be resolved prior to the end of session.

Mr. Taylor said that staff, on behalf of the Board, sent flowers to Chairman Bledsoe and his family on the loss of his mother, Ella Bledsoe, on March 5th. He expressed his condolences to Chairman Bledsoe on his loss.

V. HEARING OF DELEGATIONS OR CITIZENS

There were no delegations or citizens requesting a hearing.

VI. CONSENT DOCKET

This item is placed on the agenda so that the Board of Directors, by unanimous consent, may designate those routine agenda items that they wish to be approved or acknowledged by one motion.

Director Brown made a motion that items A, as amended, through K be placed on the Consent Docket and approved. The motion was seconded by Director Hopper and carried with the following vote:

AYE: Taylor, Howe, O'Connell, Naifeh, Murphey, Haddock, Noblitt, Pumphrey, Hopper, Johnson, Brown, Bledsoe, Jefferson, Symes, Bradway, Hedrick and Sharpton

NAY: None

ABSTAIN: None

VII. ITEMS REQUIRING INDIVIDUAL ACTION

A. CONSIDER AUTHORIZATION FOR ACOG EXECUTIVE DIRECTOR TO EXECUTE CONTRACT WITH THE OKLAHOMA STATE DEPARTMENT OF HEALTH (OSDH) FOR EMD FUNDING

Steve Willoughby said staff has requested the Oklahoma State Department of Health provide financial assistance in funding future enhancements to the Regional Medical Dispatch Initiative, enhancing Emergency Medical Dispatch response to Central Oklahoma. These Homeland Security funds will pay for the software version of the EMD protocol now being deployed throughout the region as well as appropriate hardware and training.

Director Naifeh made a motion to authorize the ACOG Executive Director to execute a contract with the Oklahoma State Department of Health for Emergency Medical Dispatch funding, subject to approval by legal counsel. The motion was seconded by Director Pumphrey and carried with the following vote:

AYE: Taylor, Howe, O’Connell, Naifeh, Murphey, Haddock, Noblitt, Pumphrey, Hopper, Johnson, Brown, Bledsoe, Jefferson, Symes, Bradway, Hedrick and Sharpton

NAY: None

ABSTAIN: None

B. LEGISLATIVE STATUS REPORT

John Johnson said a handout was available that listed the bills being tracked by staff. He said the next major deadline for the Legislature would be April 1. At that time, a bill must be out of committee of the house of opposite origin in order to be voted on. Mr. Johnson said there are still many bills that are working their way through the process.

Mr. Johnson called Board members’ attention to the tracking list. He said there is a line in parentheses at the end of each short title. Contained within those parentheses is important information. Sometimes the language is “title stricken”. Mr. Johnson said that means that the bill is not a live round, that somehow even though the bill has made its way halfway through the process, it still has to come back to the author and have its title restored. Once the title is restored, the bill has to be voted on again before it can be sent to the Governor. Mr. Johnson said he wanted Board members to be aware that it looks like a lot of these bills are charting progress, and may very well be, but they are all not live rounds. He said the session is half over and staff

has received some very positive indications from the philosophy of the Legislature and the Governor about some programs that are very important. He said it remains to be seen if funds will be available for those programs.

VIII. NEW BUSINESS

No New Business was brought before the Board.

At this time, Mr. Taylor talked about the recent visit with the congressional delegation by board officers and staff.

Mr. Taylor said he, Chairman Bledsoe, Dave Howe, Willa Johnson and Jane Sutter recently delivered the Board's adopted policy documents to the congressional delegation. He said the group had very good meetings with all members of the delegation.

Mr. Taylor said the group visited with Brad Carson and his legislative director. Mr. Carson is on the Transportation Infrastructure Committee of the House and deals with authorizing and appropriation matters. Mr. Carson indicated full support for ACOG's requests. The group also talked with Mr. Carson about the Internet tax issue, arsenic issues, Tinker Air Force Base and the Clean Cities program.

Mr. Taylor said the ACOG group met with Congressman Istook and several members of his staff. Mr. Taylor said Mr. Istook is very supportive of the transportation authorization and appropriation since he is in a leadership role. The group talked with Mr. Istook and his staff about making sure that the uncoupling of Norman was recoupled by the bills that were ultimately approved. Mr. Taylor said Congressman Istook has been ACOG's sponsor on providing for coverage of sales taxes through Internet transactions. He remains very supportive and is working with the leadership in the House to advance ACOG's issues. Mr. Taylor said the group also talked about the slowness of Homeland Security funding reaching the local level and the issues of changing mid-stream from direct grants to reimbursement of local governments on that issue. Mr. Taylor said the group discussed the multitude of mandate creeping that has begun to occur with federal agencies once again, most particularly on the arsenic rules. The group also talked about Voice Over IP.

Mr. Taylor reported that Congressman Lucas remains very supportive on all fronts related to transportation, military bases and the arsenic rules. Congressman Lucas is particularly interested in working on the extension of the deadline associated with the arsenic rules and is a long-standing supporter of the sales tax issue as it relates to Internet transactions.

Mr. Taylor said the ACOG group visited with Senator Inhofe and several members of his staff. They remain most supportive of ACOG's full request in transportation, and expressed ongoing support on the Norman issue. Mr. Taylor said Senator Inhofe's office has been ACOG's leading

supporter in managing air quality issues. He said the ACOG group provided them with the status of ACOG's Early Action Compact. Senator Inhofe's office will be working to have that kind of administrative technique being used by EPA codified into federal law, which will give greater standing to what ACOG is doing to preserve the region's air quality attainment status. Mr. Taylor said the group also talked about preservation and enhancement at Tinker, arsenic rules and the Internet retail sales tax issue.

Mr. Taylor said the ACOG group visited with Congressman Sullivan's staff regarding the crossover issues between the ACOG region and the INCOG/Tulsa region.

Mr. Taylor said the ACOG group talked extensively with Congressman Cole about Tinker, the Maintenance and Repair Mall, transportation authorization appropriations, the arsenic rules and funding for those rules and the Internet retail sales tax issue.

Mr. Taylor said the ACOG group paid their farewell visit to Senator Nickles and his staff. Mr. Taylor said all of ACOG's issues continue to have the Senator's ongoing support.

Mr. Taylor said all members of the congressional delegation are provided with all of ACOG's issues. The delegation remains very conversant of concerns and needs of the Central Oklahoma region.

Chairman Bledsoe said the ACOG group attended the unveiling of the bust of Carl Albert while they were in Washington, D.C. Chairman Bledsoe said the Governor, the current congressional delegation as well as former members of the delegation also attended that unveiling.

Director Howe talked about the Tinker issue. He said every one of the delegation is absolutely confident that Tinker will survive the 05 BRAC. He said that same confidence level is not there for some of the other bases in Oklahoma. Director Howe said the delegation is confident that Tinker will not be closed or lose mission, and if anything, it will gain mission.

IX. ADJOURNMENT

The meeting was adjourned at 2:43 p.m.

ADOPTED THIS _____ DAY OF _____, 2004.

CHAIRMAN

SECRETARY-TREASURER

**ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
CASH STATUS REPORT
FOR THE MONTH ENDED MARCH 31, 2004**

	<u>SWEEP/ OPERATING</u>	<u>SAVINGS</u>	<u>TOTAL</u>
Beginning Balance <i>March 1, 2004</i>			
Cash on Deposit	\$ 629,705.55	201,741.97	\$ 831,447.52
Petty Cash	1,400.00	-	1,400.00
Total Beginning Balance	<u>\$ 631,105.55</u>	<u>\$ 201,741.97</u>	<u>\$ 832,847.52</u>
Cash Receipts			
Grants & Contracts	\$ 282,540.71	\$ -	\$ 282,540.71
Memberships	-	-	-
Transfers of Funds	40.56	3,099.76	3,140.32
Interest Earned	221.14	40.56	261.70
Miscellaneous	6,853.19	-	6,853.19
Total Cash Receipts	<u>\$ 289,655.60</u>	<u>\$ 3,140.32</u>	<u>\$ 292,795.92</u>
Cash Available	\$ 920,761.15	\$ 204,882.29	\$ 1,125,643.44
Cash Disbursements			
Personnel Cost <i>(detail next page)</i>	\$ 149,856.12	\$ 2,878.33	\$ 152,734.45
Travel	1,239.43	-	1,239.43
Transfers of Funds	3,099.76	40.56	3,140.32
General Operating Expenses <i>(detail next page)</i>	48,318.17	-	48,318.17
REAP Funds	14,619.31	-	14,619.31
State Appropriated Funds	17,623.49	-	17,623.49
Total Cash Disbursements	<u>\$ 234,756.28</u>	<u>\$ 2,918.89</u>	<u>\$ 237,675.17</u>
Ending Balance <i>March 31, 2004</i>			
Cash on Deposit	\$ 684,604.87	\$ 201,963.40	\$ 886,568.27
Petty Cash	1,400.00	-	1,400.00
Total Ending Balance	<u>\$ 686,004.87</u>	<u>\$ 201,963.40</u>	<u>\$ 887,968.27</u>

**SCHEDULE OF GENERAL OPERATING EXPENSES
FOR THE MONTH ENDED MARCH 31, 2004**

Personnel Cost:

Salaries	\$ 78,299.96
Payroll Taxes	43,963.63
Group Health & Life Insurance	13,887.72
Pension Contribution & Expense	10,713.29
Deferred Compensation	2,159.56
Allied Arts Contributions	91.68
United Way Contributions	740.28

Total Operating Personnel Expenditures

\$149,856.12

Section 125 Employee Benefits Paid

2,878.33

Total Personnel Cost

\$152,734.45

General Operating Expenses:

Arsenic Study	\$ 3,370.00
Consultants	4,969.67
Consultants-Internet Development	3,562.50
Development & Recruitment	1,380.00
Equipment Rental	126.56
Flex Plan	130.00
Institute - 9-1-1	2,325.00
Internet Service	282.65
Legal	2,667.00
Maintenance & Repairs	369.36
Maintenance & Repairs Software	450.00
Mileage	752.56
Office Rent & Parking	11,325.00
Offsite Storage	115.85
Postage	500.00
Printing	590.50
Professional Dues	300.00
Publications & Subscriptions	421.95
Special Projects - Clean Cities	1,500.00
Subcontracts	6,632.80
Supplies	1,674.30
Telephone	1,303.91
Travel	1,245.74
Xerox	2,322.82

Total General Operating Expenses

\$ 48,318.17

BE IT RESOLVED, that on this 29th day of April, 2004, the following claims are approved by the Association of Central Oklahoma Governments; and the Director and Officers of this Association are directed to pay such claims.

Association of Central Oklahoma Governments <i>(Petty Cash Reimbursement 9-1-1 \$30.38)</i>	\$ 53.79
B&S Quality Printing <i>(Printing – 9-1-1 - \$30.00)</i>	60.00
Big Sky Tours <i>(Travel – 9-1-1 - \$666.30)</i>	1,338.00
Birth Choice of Oklahoma, Inc. <i>(ODOC Special Appropriated Funds)</i>	833.33
Bricktown Association <i>(Professional Dues)</i>	600.00
Bricktown Parking Investors, L.L.C. <i>(Parking – 9-1-1 \$57.00)</i>	507.00
Bricktown Venture II, LLC <i>(Office Rent)</i>	12,341.68
Capitol Chamber of Commerce <i>(ODOC Special Appropriated Funds)</i>	4,166.67
CDW Government, Inc. <i>(Supplies)</i>	408.99
Cher A. Bumps & Associates, Inc. <i>(FSA Fees)</i>	130.00
Church, Jerry <i>(Mileage – 9-1-1 \$5.52)</i>	76.26
Cingular Wireless <i>(Telephone)</i>	47.72

Citilabs, Inc. <i>{Maintenance & Repairs Software}</i>	1,380.00
Congregate Housing for Elderly & Handicapped of Central Oklahoma, Inc. <i>{ODOC Special Appropriated Funds}</i>	45,025.00
Daily & Sunday Oklahoman, The <i>{Advertising/Public Notice}</i>	71.39
Daily Living Centers <i>{ODOC Special Appropriated Funds}</i>	583.33
Earthlink, Inc. <i>{Internet}</i>	45.90
Eastern Oklahoma Development District <i>{ODOC Special Appropriated Funds}</i>	4,166.00
Edmond Sun, The <i>{Publications & Subscriptions}</i>	120.00
El Nacional Publishing <i>{Advertising/Public Notice}</i>	248.00
Electradigital <i>{Web Page Hosting}</i>	357.50
Eureka Water Company <i>{Supplies}</i>	257.30
Exchange Avenue Baptist Church <i>{ODOC Special Appropriated Funds}</i>	374.94
Farmers Alliance <i>{Insurance – Auto}</i>	1,237.00
FedEx <i>{Postage}</i>	50.11
Film Factory <i>{Printing}</i>	96.00

Gill Reprographics, Inc. <i>{Supplies}</i>	132.07
Great American Leasing Corporation <i>{Equipment Lease}</i>	126.56
Great Plains Coca Cola <i>{Supplies}</i>	20.16
Harrington, John <i>{Mileage}</i>	108.35
Hewlett-Packard Company <i>{Maintenance & Repairs Equipment}</i>	3,668.00
Irons, Johnny <i>{Mileage – 9-1-1}</i>	42.12
Johnson, John <i>{Consultant}</i>	904.41
Johnson, Willa <i>{Travel}</i>	844.15
Kinko's, Inc. <i>{Printing}</i>	21.36
Marshall, Town of <i>{REAP – ED 2003-23}</i>	14,700.00
MCI <i>{Telephone – 9-1-1 \$21.39}</i>	158.50
Midwest City, City of <i>{ODOC Special Appropriated Funds}</i>	1,250.00
Moore Public Library <i>{ODOC Special Appropriated Funds}</i>	1,860.03
Mott's Office Products <i>{Supplies}</i>	1,817.52

National Emergency Number Association <i>{Development – 9-1-1}</i>	495.00
Nextel Communications <i>{Telephone – 9-1-1}</i>	178.56
North American Insurance Agency, Inc. <i>{Insurance – Public Officers Liability – 9-1-1}</i>	8,536.18
Oklahoma Society of CPA's <i>{Development & Professional Dues}</i>	370.00
Oklahoma City, City of <i>{Clean Cities CNG Vehicle Rebates}</i>	8,000.00
Oklahoma City, City of <i>{UPWP Service –March}</i>	3,214.28
Pendergraft, Art <i>{Contract Labor}</i>	3,488.00
Principal Financial Group <i>{Administrative Fees}</i>	1,712.50
Relizon Company, The <i>{Storage}</i>	115.85
Sacred Heart Catholic Church <i>{ODOC Special Appropriated Funds}</i>	166.66
SBC <i>{Telephone}</i>	610.69
SBC <i>{Telephone-Internet}</i>	200.15
STR, Inc. <i>{Arsenic Study}</i>	1,820.00
Sutter, Jane <i>{Mileage – 9-1-1 \$10.35}</i>	75.90

T.N.T. Print <i>(Printing)</i>	410.00
Third Degree Advertising <i>(Special Projects – Clean Cities)</i>	12,627.72
Trochta’s Flowers & Greenhouse <i>(Supplies)</i>	58.69
US Department of Agriculture <i>(Supplies – 9-1-1 \$3,740.00)</i>	12,780.00
U.S. Postal Service <i>(Bulk Mail Permit)</i>	500.00
Xerox Corporation <i>(Xerox)</i>	2,274.95

TOTAL APRIL CLAIMS	<u>\$ 157,864.27</u>

ATTEST:

CHAIRMAN

VICE-CHAIRMAN

**REVIEW AND COMMENT REPORT
AS OF APRIL 20, 2004**

The following projects are currently under review or have been reviewed by staff during the past month.

<u>Date Received</u>	<u>ID#</u>	<u>Agency & Project</u>
03-30-04	ID#C30401	Office of the Secretary of Environment FY 04 §104(b)(3) State Monitoring, Assessment and Reporting Program
04-02-04	ID#D02401	Oklahoma State University Validation of a Sampling Plan for Classifying Cereal Aphid Parasitism Levels and Predicting Population Suppression in Winter Wheat
04-02-04	ID#D02402	Oklahoma Department of Environmental Quality FY 2005 Drinking Water State Revolving Fund (DWSRF) Program



association of central oklahoma governments

ATTACHMENT VI-L

Chair Ron Bledsoe
Slaughterville Mayor

Vice-Chair Willa Johnson
Oklahoma City Councilmember

Secretary/Treasurer Eddie Reed
Midwest City Mayor

Executive Director
Zach D. Taylor

DATE: April 13, 2004

TO: ACOG Board of Directors

FROM: John M. Sharp, Program Coordinator, Transportation Planning and Data Services

SUBJECT: Population Estimates for Use in Preparation for FY 2005 ACOG Budget

INFORMATION:

Under Section IV of the Agreement creating the Association of Central Oklahoma Governments, as amended March 31, 1983, ACOG staff is required to submit to the ACOG Board of Directors for its adoption "An estimate of population of Substate Planning Region 8 and the members of ACOG therein, which shall serve, when adopted, as the determination of population for representation and assessment purposes."

The Agreement further specifies "the larger numerical population reflected by either the Oklahoma Employment Security Commission's (OESC) most recent final population projection (estimate), or the Bureau of the Census Special Count population statistics for each ACOG member shall be used by the ACOG staff in submitting population estimates for adoption." The authority to develop the annual population estimates was transferred from OESC to the State Data Center at the Oklahoma Department of Commerce in 1990.

The Agreement is interpreted to require that the most recent final population estimates be used for fiscal year 2005 determinations. ACOG has received 2002 Population Estimates from the U.S. Census Bureau/Oklahoma Department of Commerce. These are the most recent estimates available and staff recommends that these figures be used to determine the weighted votes to be used for fiscal year 2005.

As of October 1, 2003, Hall Park became part of the City of Norman; therefore, for the purposes of calculating FY 2005 dues the City of Norman population total will include Hall Park's population.

ACTION REQUESTED:

Motion to adopt the 2002 Population Estimates from the U.S. Census Bureau for use as the basis of weighted votes and dues assessment for the FY 2005 ACOG budget.

JMS:dem
Attachment

2002 POPULATION ESTIMATES

Entity	2002 U.S. Census Bureau	Recommended 2004-2005 Weighted Votes
Bethany	20,240	9
Blanchard (part) **	2,940	0
Calumet	530	1
Choctaw	10,030	5
Cole	480	0
Crescent	1,270	1
Del City	22,180	9
Edmond	70,540	29
El Reno	16,150	7
Forest Park	1,120	1
Goldsby	1,240	0
Guthrie	9,990	4
Harrah	4,870	2
Jones	2,610	2
Langston	1,670	1
Lexington	2,100	1
Luther	500	1
Midwest City	54,500	22
Moore	43,740	18
Mustang	13,990	6
Newcastle	5,690	0
Nichols Hills	4,040	2
Nicoma Park	2,430	1
Noble	5,260	3
Norman	98,920	34
Okarche (part)**	240	1
Oklahoma City (part)**	518,980	94
Piedmont (part)**	3,940	2
Slaughterville	3,700	2
Spencer	3,750	2
The Village	10,120	5
Tuttle	4,620	0
Union City	1,420	1
Valley Brook	810	1
Warr Acres	9,690	4
Yukon	21,120	9
Canadian Co. (Unincorporated)	5,050	2
Cleveland Co. (Unincorporated)	11,950	2
Logan Co. (Unincorporated)	20,180	2
Oklahoma Co. (Unincorporated)	14,160	2
Tinker AFB *	24,577	0
Total (excluding Tinker employment)	1,026,840	288

** The population shown here is only for that portion inside ACOG's boundaries.

* Tinker employment (Web site) 8,352 Military and 16,225 Civilian



association of central oklahoma governments

ATTACHMENT VI-M

Chair Ron Bledsoe
Slaughterville Mayor

Vice-Chair Willa Johnson
Oklahoma City Councilmember

Secretary/Treasurer Eddie Reed
Midwest City Mayor

Executive Director
Zach D. Taylor

DATE: April 19, 2004

TO: ACOG Board of Directors

FROM: Douglas W. Rex, Assistant to the Executive Director

SUBJECT: Consider Authorization for ACOG Executive Director to Execute Contract Agreement with National Highway Institute (NHI) for Incident Management Training Using FY 2003 FHWA ITS Service Plan Funds

INFORMATION:

On June 5, 2003, the Federal Highway Administration (FHWA) advised ACOG that it was successful in obtaining \$21,000 in FY 2003 Intelligent Transportation System (ITS) Service Plan funds. According to ACOG's ITS Service Plan, the funds would be used for educational and ITS integration purposes. The ACOG Board of Directors authorized the expenditure of these funds for eligible OCARTS area ITS projects at its August 14, 2003 meeting.

On April 7, 2004, ACOG hosted a National Highway Institute (NHI) workshop entitled: *Managing Traffic Incident and Roadway Emergency* at a total cost of \$6,900. NHI is the "training arm" of the Federal Highway Administration. NHI provides leadership and resources for the development and delivery of training and education programs to improve the quality of our Nation's highway system and its intermodal connections.

The purpose of the workshop was to provide area police, fire, public safety services and transportation personnel with the latest and most effective techniques for managing roadway incidents. The NHI course is reflected in ACOG's FY 2003 Service Plan.

To fulfill ACOG's purchasing policy, and in order to compensate NHI for training personnel and materials, a formal agreement between ACOG and NHI must be executed.

A copy of the Agreement is attached for your review.

ACTION REQUESTED:

Motion to authorize the Executive Director to execute a contract agreement with the National Highway Institute (NHI) for incident management training, subject to approval by legal counsel.

DR:dem

Attachment

ACOG
CONSULTANT AGREEMENT
FY 2004

This AGREEMENT was made, and entered into on the day and year written below, by the Association of Central Oklahoma Governments (ACOG) and the National Highway Institute (NHI).

WHEREAS, ACOG is certified by the U.S. Department of Transportation as the Metropolitan Planning Organization for the Oklahoma City Area Regional Transportation Study (OCARTS) area; and the National Highway Institute (NHI), hereinafter referred to as “the Institute,” is the training section of the Federal Highway Administration of the U.S. Department of Transportation; for the following intents and purposes, and subject to the following terms and conditions the Parties mutually agree:

WHEREAS, the ACOG Board of Directors, at their April 29, 2004 meeting, authorized the expenditure of a portion of the federal Intelligent Transportation System (ITS) Service Plan funds allocated to ACOG under the FY 2004 Unified Planning Work Program for Incident Management training, and

WHEREAS, it is agreed that all charges resulting from this agreement, including preparation fees and other expenses shall not exceed **\$6,900** for the period ending April 30, 2004, and

WHEREAS, prior to receiving payment, or compensation under this agreement, NHI must furnish workshop and associated materials to the Association.

NOW THEREFORE, ACOG and the Institute agree, that the Institute will provide training to OCARTS area police, fire, public safety emergency services, and transportation personnel at a one-day workshop at the Association of Central Oklahoma Governments on a mutually acceptable weekday in April 2004. This course shall meet the standards as described in the NHI Bulletin for Course Number 133048 – Managing Traffic Incidents & Roadway Emergencies.

In WITNESS WHEREOF, the Association of Central Oklahoma Governments has caused this Agreement to be executed on its behalf by the Executive Director of ACOG, approved as to form by its attorney, pursuant to authority duly vested by its Board of Directors, and an authorized representative of the Institute has executed same on its behalf.

Date

Zach D. Taylor
Association of Central Oklahoma Governments

Approved as to form:

Date

J. Dell Gordon, Attorney at Law

Date

Larry E. Jones
National Highway Institute



association of central oklahoma governments

ATTACHMENT VIII-A

Chair Ron Bledsoe
Slaughterville Mayor

Vice-Chair Willa Johnson
Oklahoma City Councilmember

Secretary/Treasurer Eddie Reed
Midwest City Mayor

Executive Director
Zach D. Taylor

DATE: April 19, 2004
TO: ACOG Board of Directors
FROM: Jerry Church, Special Programs Officer
SUBJECT: New ACOG Web Site

INFORMATION:

ACOG established its presence on the Internet and the World Wide Web in 1998 with its Web site at www.acogok.org. New Internet protocols, voluminous improvements in computer technology, and the changing needs of the Association's Web audience created a situation where the site needed to be redesigned to accommodate the expanding utility of the Internet.

The timing for a Web redesign also conveniently coincided with ACOG's branding campaign, which started with the unveiling of a new logo last fall, and will continue with other projects in the coming year.

A regional design firm, Element Fusion, was consulted through a competitive bid process in 2003 to carry out the new design, which vastly improves content management, navigation and fulfills current federal electronic Freedom of Information Act (FOI) and Americans with Disabilities Act (ADA) requirements.

At the April meeting, staff will showcase some of the new features of the Web site. For those unable to attend the meeting, the new Web site was published in March and is available online.

ACTION REQUESTED:

None. For information only.

JC:dem