

PLEASE NOTIFY ACOG AT 234-2264 (TTY 234-2217) BY 5:00 P.M. FEBRUARY 21  
IF YOU DESIRE A SIGN LANGUAGE INTERPRETER AT THE MEETING

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS  
BOARD OF DIRECTORS  
THURSDAY, FEBRUARY 24, 2005

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 JANUARY 27, 2005  
[\[Attachment III\]](#)
- IV. COMMUNICATIONS
  - A. CHAIRMAN’S REPORT
  - 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 L in Section VI be placed on the Consent Docket.

Visit <http://acogok.org/Newsroom/Downloads/feb05bod.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 –FEBRUARY CLAIMS  
[\[Attachment VI-A\]](#)

**INFORMATION:** Consideration of materials claims budgeted for the Association in the amount of \$127,076.07. 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 February 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.

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**INTERMODAL TRANSPORTATION POLICY COMMITTEE REPORT**  
*The attachments for these items are included in the ITPC Agenda Packet.*

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*For a direct link to the ITPC agenda, please go to  
<http://acogok.org/Newsroom/Downloads/feb05itpc.pdf>.*

- C. PRELIMINARY FY 2006 UNIFIED PLANNING WORK PROGRAM (UPWP) FOR THE OKLAHOMA CITY AREA REGIONAL TRANSPORTATION STUDY (OCARTS) AREA  
[\[Attachment C\]](#)

**INFORMATION:** The preliminary FY 2006 Unified Planning Work Program outlines tasks and the related budget proposed for FY 2006 for the purpose of maintaining the regional transportation planning program. In order to meet FTA and FHWA review deadlines, staff is submitting the text and current budget

figures for the purpose of approval by the Intermodal Transportation Policy Committee and endorsement by the ACOG Board of Directors. The final UPWP, including text and budget, will be brought to the Committees for approval in May 2005. The ITTC recommends approval.

**Action Requested:** Motion to endorse approval of the Preliminary FY 2006 UPWP and to authorize staff to execute agreements with funding agencies and subcontractors when these funds are made available.

- D. PUBLIC HEARING AND ACTION ON REQUEST FOR AMENDMENTS TO THE FFY 2005 TRANSIT ELEMENT OF THE 2005-2007 OCARTS AREA TRANSPORTATION IMPROVEMENT PROGRAM (TIP) BY THE CENTRAL OKLAHOMA TRANSPORTATION AND PARKING AUTHORITY (COTPA)  
{Attachment D}

**INFORMATION:** The Central Oklahoma Transportation and Parking Authority (COTPA) has requested that the FFY 2005 Transit Element of the FFY 2005-2007 OCARTS Area TIP be amended to include the list attached in the ITPC agenda of projects and costs for the MetroTransit Oklahoma City bus system. The table includes a revised capital budget for FFY 2005, using anticipated FTA funds. The ITTC recommends approval.

**Action Requested:** Motion to endorse amendment of the FFY 2005-2007 OCARTS Area TIP by replacing the COTPA FFY 2005 transit projects with the updated projects and costs included in the ITPC agenda, as requested by COTPA, and to submit the same to the Oklahoma Department of Transportation (ODOT) for inclusion in the Statewide Transportation Improvement Program (STIP).

- E. PUBLIC HEARING AND ACTION ON REQUEST FOR AMENDMENTS TO THE FFY 2005 TRANSIT ELEMENT OF THE 2005-2007 OCARTS AREA TRANSPORTATION IMPROVEMENT PROGRAM BY CLEVELAND AREA RAPID TRANSIT (CART)  
{Attachment E}

**INFORMATION:** Cleveland Area Rapid Transit, operated by the University of Oklahoma, has requested that the FFY 2005 Transit Element of the FFY 2005-2007 OCARTS Area TIP be amended to include the list attached in the ITPC agenda of projects and costs for the Norman area bus system. The table includes a revised capital budget for FFY 2005, using anticipated FTA funds. The ITTC recommends approval.

**Action Requested:** Motion to endorse amendment of the FFY 2005-2007 OCARTS Area TIP by replacing the CART FFY 2005 transit projects with the updated

projects and costs included in the ITPC agenda, as requested by the University of Oklahoma, and to submit the same to the Oklahoma Department of Transportation for inclusion in the Statewide Transportation Improvement Program.

F. PUBLIC HEARING AND ACTION ON REQUEST FOR AMENDMENT TO THE FFY 2005 ELEMENT OF THE FFY 2005-2007 OCARTS AREA TRANSPORTATION IMPROVEMENT PROGRAM BY THE CITY OF NORMAN  
(Attachment F)

**INFORMATION:** The City of Norman has requested an amendment to the FFY 2005 element of the FFY 2005-2007 OCARTS Area Transportation Improvement Program to include funding for design of a grade separation project at Robinson Street and the Burlington Northern Santa Fe (BNSF) crossing. The letter included in the ITPC agenda from the City of Norman explains that \$1 million was recently earmarked by Congress for the project under the Transportation and Community and System Preservation (TCSP) Program. The ITTC recommends approval.

**Action Requested:** Motion to endorse amendment of the FFY 2005 element of the FFY 2005-2007 OCARTS Area TIP to include \$1 million in TCSP funding for engineering design for the grade separation project at Robinson Street and the BNSF railroad, as requested by the City of Norman, and to submit the same to the Oklahoma Department of Transportation for amendment of the Statewide Transportation Improvement Program.

G. PUBLIC HEARING AND ACTION ON REQUEST FOR AMENDMENTS TO THE FFY 2005 ELEMENT OF THE FFY 2005-2007 TRANSPORTATION IMPROVEMENT PROGRAM BY ODOT  
(Attachment G)

**INFORMATION:** The Oklahoma Department of Transportation has requested several amendments to the FFY 2005 element of the FFY 2005-2007 OCARTS Area TIP to include an I-35 drainage structure between 12<sup>th</sup> and 5<sup>th</sup> Streets in the City of Moore and nine projects associated with the relocation of the I-40 Crosstown Expressway. The I-35 project estimate is \$400,000, and the I-40 project totals approximately \$81 million. The ITTC recommends approval.

**Action Requested:** Motion to endorse amendment of the FFY 2005 element of the FFY 2005-2007 OCARTS Area TIP to include the list of projects attached in the ITPC agenda, as requested by ODOT.

H. 2030 OCARTS PLAN UNIT COSTS  
{Attachment H}

**INFORMATION:** The Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21) requires that Metropolitan Planning Organizations develop a long-range plan that is financially realistic by demonstrating that the cost of improvements included in the plan can be paid for from revenues reasonably anticipated to be available over the planning period. Estimated costs for the 2030 OCARTS Plan alternative street and highway networks are proposed to be based on unit costs derived from the *2003 State Highway System Needs Study* prepared by ODOT, and on maintenance cost information from local entities. There were no comments from the CAC and the ITTC recommends approval.

**Action Requested:** Motion to endorse approval of the Unit Costs for the 2030 OCARTS Plan.

I. REVISED PRELIMINARY TRANSIT REPORT FOR THE INTERMODAL ELEMENT OF THE 2030 OCARTS PLAN  
{Attachment I}

**INFORMATION:** The transit portion of the 2030 OCARTS Plan addresses public passenger transportation within the region, including fixed-route and express bus services, demand-response services for elderly and disabled citizens, rural transit service, and rideshare programs. The preliminary report is available for review and comment. There were no comments from the ITTC or CAC.

**Action Requested:** Review and comment on Revised Preliminary Transit report.

J. FIXED GUIDEWAY STUDY PRESENTATION  
{Attachment J}

**INFORMATION:** The Central Oklahoma Transportation and Parking Authority along with consultants Carter Burgess have recently initiated a Fixed Guideway Study for the Oklahoma City metropolitan area. A representative from Carter Burgess will present an overview of the Study to the ITPC at its February meeting.

**Action Requested:** None. For information only.

K. STATUS OF SURFACE TRANSPORTATION PROGRAM URBANIZED AREA (STP-UZA) PROJECTS IN THE OCARTS TRANSPORTATION MANAGEMENT AREA (TMA)  
{Attachment K}

**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 February 3, 2004.

**Action Requested:** None. For information only.

- L. FY 2005 UNIFIED PLANNING WORK PROGRAM (UPWP) REPORTS  
(Attachment L)

**Action Requested:** None. For information only.

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***This concludes the Intermodal Transportation Policy Committee Report.***

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VII. ITEMS REQUIRING INDIVIDUAL ACTION

- A. CONSIDER AUTHORIZATION FOR ACOG EXECUTIVE DIRECTOR TO EXECUTE CONTRACTOR AGREEMENT WITH THIRD DEGREE ADVERTISING TO SERVICE REGIONAL AIR QUALITY PUBLIC EDUCATION PROGRAM  
(Attachment VII-A)

**INFORMATION:** The Association of Central Oklahoma Governments (ACOG) would like to engage in a contract with Third Degree Advertising, an Oklahoma City based company, for a variety of professional services involved in continuing a comprehensive public education campaign for fiscal year 2005. A section in the original proposal request allows for ACOG to exercise multi-year options with the vendor, providing that funding remains available.

**Action Requested:** Motion to authorize the ACOG Executive Director to execute Contractor Agreement with Third Degree Advertising to service FY 2005 advertising and marketing campaigns for air quality awareness, 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. NEW BUSINESS

IX. ADJOURNMENT

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

JANUARY 27, 2005 (THURSDAY)  
21 EAST MAIN STREET, SUITE 100  
OKLAHOMA CITY, OKLAHOMA  
2:05 P.M.

The first meeting of the ACOG Board of Directors for the calendar year 2005 was convened January 27, 2005, in the ACOG Conference Room, 21 East Main Street, Suite 100, Oklahoma City, Oklahoma, at 2:05 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. Dave Howe, Councilmember, Choctaw  
Hon. Larry O'Connell, Councilmember, Del City  
Hon. Saundra Naifeh, Mayor, Edmond  
Hon. Jason Murphey, Councilmember, Guthrie  
Hon. Ray Poland, Councilmember, Jones City  
Hon. Charles Joyner, Councilmember, Midwest City  
Hon. Wendy Wilkerson, Councilmember, Mustang  
Hon. Kathleen Moon, Councilmember, Mustang  
Hon. Kathy Walker, Councilmember, Nichols Hills  
Hon. David Hopper, Councilmember, Norman  
Hon. Willa Johnson, Councilmember, Oklahoma City  
Hon. Larry N. Kesler, Councilmember, Union City  
Hon. Scott Symes, Councilmember, The Village  
Hon. Leslie Owens, Councilmember, Warr Acres  
Hon. Bob Bradway, Councilmember, Yukon  
Hon. Grant Hedrick, Commissioner, Canadian County  
Hon. Mark Sharpton, Commissioner, Logan County  
Hon. Stan Inman, Commissioner, Oklahoma County

## **BOARD MEMBERS ABSENT**

Hon. J.D. Johnston, Mayor, Bethany  
Hon. Michael Crowley, Mayor, Calumet  
Hon. Debbie Harrison, Councilmember, El Reno  
Hon. Lewis Pringle, Councilmember, Forest Park  
Hon. Karen Feldhake, Councilmember, Harrah  
Langston  
Hon. Charles McCown, Mayor, Lexington  
Hon. Scott Fesler, Councilmember, Luther  
Hon. Glenn Lewis, Mayor, Moore  
Hon. Jim Pumphrey, Councilmember, Nicoma Park  
Hon. Carol Jones, Councilmember, Noble  
Hon. John Brown, Councilmember, Piedmont  
Hon. Marsha Jefferson, Mayor, Spencer  
Valley Brook  
Hon. Bill Graves, Commissioner, Cleveland County

## **ASSOCIATE MEMBERS ABSENT**

Tinker Air Force Base

## **GUESTS**

Bill Dalke, Tinker Air Force Base  
Carol Cline, Oklahoma County Commissioner's Office  
David Baisden, Oklahoma County Sheriff's Office  
Mary Murphey, Logan County Commissioner's Office  
Ann Kesler, Union City

## **STAFF PRESENT**

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

Ellen Owens, Department Secretary  
Khrishna Wright, Intern, Water Resources

**I. CALL TO ORDER – ROLL CALL**

Chairman Ron Bledsoe called the meeting to order at 2:05 p.m. noting that a quorum was present.

**II. INTRODUCTION OF GUESTS**

Guests at the meeting included Bill Dalke from Tinker Air Force Base, Carol Cline from the Oklahoma County Commissioner’s Office, David Baisden from the Oklahoma County Sheriff’s Office, Mary Murphey from the Logan County Commissioner’s Office, and Ann Kesler from Union City.

**III. APPROVAL OF MINUTES – REGULAR MEETING – DECEMBER 16, 2004**

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

AYE: Howe, O’Connell, Naifeh, Murphey, Poland, Joyner, Wilkerson, Walker, Hopper, Johnson, Bledsoe, Kesler, Symes, Owens, Bradway, Hedrick, and Inman

NAY: Sharpton

ABSTAIN: None

**IV. COMMUNICATIONS**

**A. CHAIRMAN’S REPORT**

Chairman Bledsoe did not give a report.

**B. DIRECTOR’S REPORT**

Jane Sutter a handout was available for an amendment to the Claims List, which is on the Consent Docket. Additional claims arrived after the mailing of the agenda packets. The Claims List has been amended from \$267,191.22 to \$285,495.40.

Ms. Sutter reported that staff delivered ACOG’s state legislative issues to all members of the Oklahoma House and Senate. She said bound copies were available for Board members to pick up.

Ms. Sutter said Speaker Todd Hiatt was recently a guest at a meeting of the Oklahoma Association of Regional Councils. Speaker Hiatt outlined his agenda and his thoughts on the upcoming legislative year. Ms. Sutter said the Speaker's main emphasis is going to be Workers Comp reform.

Ms. Sutter reported that she and John Johnson and Doug Rex attended a Chamber of Commerce legislative breakfast where Speaker Hiatt was one of the speakers. Other speakers included Senate President Pro Tem Cal Hobson, Representative Debbie Blackburn, and Senator Glenn Coffee. Ms. Sutter said Board members should keep their efforts focused on communicating with people they know at the state legislature about the things they feel are important.

Ms. Sutter said ACOG's 2005 REAP application process was about to begin. A REAP workshop is scheduled for Friday, February 4 at 10:00 a.m. at ACOG. Ms. Sutter said the deadline for submission of REAP applications is March 18, 2005 at 4:00 p.m. She said anyone having questions about the REAP process should contact Diane McCullough.

Ms. Sutter then talked about ACOG's health insurance policy for employees. Last year, ACOG had to deal with a huge premium increase. This year, the Association plans to accept continuation with BlueCross BlueShield for the renewal of benefits for ACOG employees. Ms. Sutter said there would be a 7.5 percent increase, which is along the lines of national increases, and was budgeted for by Debbie Cook, ACOG's Director of Finance.

## **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 Hopper made a motion that items A, as amended, through O in Section VI be placed on the Consent Docket and approved. The motion was seconded by Director Kesler and carried with the following vote:

AYE: Howe, O'Connell, Naifeh, Murphey, Poland, Joyner, Wilkerson, Walker, Hopper, Johnson, Bledsoe, Kesler, Symes, Owens, Bradway, Hedrick, Sharpton, and Inman

NAY: None

ABSTAIN: None

## **VII. ITEMS REQUIRING INDIVIDUAL ACTION**

### **A. DRAFT FEDERAL LEGISLATIVE ISSUES**

Ms. Sutter said a draft copy of ACOG's 2005 federal legislative issues was included in the agenda packets. She said she would be happy to make any recommended changes to the federal legislative issues. Ms. Sutter said that after the issues are approved, they would be delivered to the Oklahoma congressional delegation in Washington, D.C.

Director Hopper made a motion to adopt the "2005 Federal Legislative Issues, A Central Oklahoma Consensus" and approve delivery of the document to Oklahoma's congressional delegation. The motion was seconded by Director Kesler and carried with the following vote:

AYE: Howe, O'Connell, Naifeh, Murphey, Poland, Joyner, Wilkerson, Walker, Hopper, Johnson, Bledsoe, Kesler, Symes, Owens, Bradway, Hedrick, Sharpton, and Inman

NAY: None

ABSTAIN: None

### **B. LEGISLATIVE STATUS REPORT**

John Johnson said he thought this would be a legislative session where it will be very difficult for legislators to stay on task. He said there are a number of issues that need to be resolved during the session. Mr. Johnson said Board members should continue to talk with their elected officials and communicate with them about municipal issues.

Mr. Johnson said there would be more revenue available this year. He said it would be interesting to see how that money would be allocated.

Mr. Johnson said February 24 would be the first deadline of the session. On that date legislation has to be out of the committee of the house of origin. The next three weeks will be spent having those issues heard in committee hearings. If the legislation doesn't pass that hurdle, it can't move on. Mr. Johnson said more than 2,000 pieces of legislation were filed for this session. He also said there aren't as many House and Senate employees to do that work this year.

Mr. Johnson said staff would be preparing and finalizing the tracking list of legislation to be followed. He said if anyone had any issues they wanted staff to track, they should let him know.

**VIII. NEW BUSINESS**

No New Business was brought before the Board.

**IX. ADJOURNMENT**

The meeting was adjourned at 2:18 p.m.

ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2005.

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
SECRETARY-TREASURER

**ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS  
CASH STATUS REPORT  
FOR THE MONTH ENDED JANUARY 31, 2005**

	<u>SWEEP/ OPERATING</u>	<u>SAVINGS</u>	<u>TOTAL</u>
Beginning Balance <i>January 1, 2005</i>			
Cash on Deposit	\$ 422,444.96	\$ 199,665.54	\$ 622,110.50
Petty Cash	1,400.00	-	1,400.00
Total Beginning Balance	<u>\$ 423,844.96</u>	<u>\$ 199,665.54</u>	<u>\$ 623,510.50</u>
Cash Receipts			
Grants & Contracts	\$ 575,330.61	\$ -	\$ 575,330.61
Memberships	-	-	-
Transfers of Funds	106.75	5,664.03	5,770.78
Interest Earned	468.11	106.75	574.86
Miscellaneous	350.94	-	350.94
Total Cash Receipts	<u>\$ 576,256.41</u>	<u>\$ 5,770.78</u>	<u>\$ 582,027.19</u>
Cash Available	\$ 1,000,101.37	\$ 205,436.32	\$ 1,205,537.69
Cash Disbursements			
Personnel Cost <i>(detail next page)</i>	\$ 157,007.27	\$ 2,951.64	\$ 159,958.91
Travel	-	-	-
Transfers of Funds	5,664.03	106.75	5,770.78
General Operating Expenses <i>(detail next page)</i>	63,816.56	-	63,816.56
ODOC Special Appropriated Funds	157,337.95		157,337.95
REAP Funds	64,571.70	-	64,571.70
Total Cash Disbursements	<u>\$ 448,397.51</u>	<u>\$ 3,058.39</u>	<u>\$ 451,455.90</u>
Ending Balance <i>January 31, 2005</i>			
Cash on Deposit	\$ 550,303.86	\$ 202,377.93	\$ 752,681.79
Petty Cash	1,400.00	-	1,400.00
Total Ending Balance	<u>\$ 551,703.86</u>	<u>\$ 202,377.93</u>	<u>\$ 754,081.79</u>

**SCHEDULE OF GENERAL OPERATING EXPENSES  
FOR THE MONTH ENDED JANUARY 31, 2005**

**Personnel Cost:**

Salaries	\$ 83,978.35	
Payroll Taxes	43,990.35	
Group Health & Life Insurance	14,248.34	
Pension Contribution & Expense	11,712.91	
Deferred Compensation	2,188.76	
Allied Arts Contributions	129.16	
United Way Contributions	759.40	
	<hr/>	
<b>Total Operating Personnel Expenditures</b>		\$157,007.27
Section 125 Employee Benefits Paid		2,951.64
<b>Total Personnel Cost</b>		<hr/> <hr/> <b>\$159,958.91</b>

**General Operating Expenses:**

Consultants	4,322.00	
Development & Recruitment	285.00	
EMD Training	270.00	
Flex Plan	145.00	
Internet Service	461.23	
Legal	2,667.00	
Maintenance & Repairs Equipment	387.50	
Maintenance & Repairs Software	495.00	
Mileage	221.32	
Office Rent & Parking	12,041.67	
Offsite Storage	115.85	
Pension Administration	1,712.50	
Postage	1,250.00	
Printing	701.00	
Professional Dues	442.00	
Publications & Subscriptions	456.00	
Special Projects - Clean Cities	1,000.00	
Special Projects - ITS	3,628.81	
Special Projects - PL/FTA	3,666.00	
Subcontract	23,113.60	
Supplies	3,755.24	
Telephone	942.28	
Xerox	1,737.56	
	<hr/>	
<b>Total General Operating Expenses</b>		<hr/> <hr/> <b>\$ 63,816.56</b>

**BE IT RESOLVED**, that on this 24th day of February, 2005, 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.

Bricktown Parking Investors, L.L.C. <i>(Parking 9-1-1 \$40.50)</i>	\$ 528.00
Bricktown Venture II, L.L.C <i>(Office Rent)</i>	12,041.67
Brown, Ken <i>(Mileage)</i>	279.13
Calumet, Town of <i>(REAP ED 2004-02)</i>	14,692.50
Capitol Chamber of Commerc <i>(ODOC Special Appropriated Funds)</i>	2,029.84
Cher A. Bumps & Associates, Inc. <i>(FSA Fees)</i>	145.00
Cingular Wireless <i>(Telephone)</i>	45.18
COMPUSA, Inc. <i>(Maintenance &amp; Repairs Equipment)</i>	176.68
DLT Solutions, Inc. <i>(Maintenance &amp; Repair Software)</i>	1,308.00
Earthlink, Inc. <i>(Internet)</i>	45.90
Eastside Capitol Gateway Main Street <i>(ODOC Special Appropriated Funds)</i>	469.49
Electradigital <i>(Web Page Hosting)</i>	215.00
Eureka Water Company <i>(Supplies)</i>	122.25

Film Factory <i>(Printing)</i>	96.00
Galaxy Distributing <i>(Supplies)</i>	121.50
Gill Reprographics, Inc. <i>(Supplies)</i>	96.78
Harrington, John <i>(Mileage)</i>	109.08
Henderson, Mary <i>(Custodian of Petty Cash – 9-1-1 \$147.27)</i>	432.57
Hewlett-Packard Company <i>(Equipment)</i>	3,761.00
Historic Fort Reno, Inc. <i>(ODOC Special Appropriated Funds)</i>	1,172.50
Historic Fort Reno, Inc. <i>(ODOC Special Appropriated Funds through SWODA)</i>	3,248.31
Johnson, John <i>(Consultant – 9-1-1 \$436.50)</i>	1,330.50
Kintera Fundware <i>(Development)</i>	130.00
Koenig, Linda <i>(Mileage)</i>	85.88
Kroth, Anita <i>(Mileage – 9-1-1 \$9.75)</i>	14.25
Massie, Holly <i>(Mileage)</i>	36.00

MCI <i>(Telephone – 9-1-1 \$27.94)</i>	85.65
Motts Office Products <i>(Supplies)</i>	863.52
Nextel Communications <i>(Telephone – 9-1-1)</i>	268.91
Oklahoma City, City of <i>(UPWP Service)</i>	12,334.98
Oklahoma City Chamber of Commerce <i>(Development)</i>	120.00
Oklahoma City Northeast, Inc. <i>(ODOC Special Appropriated Funds)</i>	2,661.29
Oklahoma Humanities Council <i>(ODOC Special Appropriated Funds)</i>	22,004.10
Oscar Jacobson Foundation, The <i>(ODOC Special Appropriated Funds)</i>	21,952.30
Pendergraft, Art <i>(Sub-Contract)</i>	3,488.00
Priority Dispatch <i>(Training – 9-1-1)</i>	538.00
Relizon Company, The <i>(Storage – 9-1-1 \$4.55)</i>	115.85
RK Black <i>(Maintenance &amp; Repair Equipment)</i>	325.00
SBC <i>(Internet)</i>	200.33
SBC <i>(Telephone)</i>	614.02

Smedlund, Julie <i>(Mileage – 9-1-1 \$10.51)</i>	103.20
T.N.T. Print <i>(Printing)</i>	410.00
Texas Municipal League <i>(Publications &amp; Subscriptions)</i>	20.00
Trochtra’s Flowers & Greenhouse <i>(Supplies)</i>	64.50
United States Postal Service <i>(Postage – Meter)</i>	250.00
United States Postal Service <i>(Postage –Bulk)</i>	250.00
United States Postal Service <i>(Postage –Return Mail)</i>	50.00
University of Oklahoma <i>(Special Projects – Clean Cities Rebates)</i>	8,000.00
Uptime Associates of Oklahoma <i>(Maintenance &amp; Repair Equipment)</i>	420.00
Water Monitoring Solutions <i>(Equipment)</i>	7,428.00
Xerox Corporation <i>(Xerox)</i>	1,775.41
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TOTAL FEBRUARY CLAIMS	<u>\$ 127,076.07</u>

ATTEST:

\_\_\_\_\_  
CHAIRMAN

\_\_\_\_\_  
VICE-CHAIRMAN

**REVIEW AND COMMENT REPORT  
AS OF FEBRUARY 15, 2005**

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 &amp; Project</u>
02-03-05	ID#B03501	City of Oklahoma City Public Infrastructure Improvements at the Dell Business Services Center Site



*association of central oklahoma governments*

**ATTACHMENT VII-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:** February 15, 2005

**TO:** ACOG Board of Directors

**FROM:** Jerry Church, Special Programs Officer

**SUBJECT:** Consider Authorization for ACOG Executive Director to Execute Contractor Agreement with Third Degree Advertising to Service Regional Air Quality Public Education Program

**INFORMATION:**

The Association of Central Oklahoma Governments (ACOG) would like to engage in a contract with Third Degree Advertising, an Oklahoma City based company, for a variety of professional services involved in continuing a comprehensive public education campaign for fiscal year 2005. A section in the original proposal request allows for ACOG to exercise multi-year options with the vendor, providing that funding remains available.

**Agency Search Process**

The Central Oklahoma Clean Air Committee initiated a comprehensive search process in fall 2004 to secure an advertising agency to help provide creative products for the program. In accordance with ACOG purchasing policy, agencies within the region were sent a Request for Proposals (RFP) to declare their interest in the project and provide information that would detail their abilities to service the campaign. The RFP was also available on ACOG's Web site. Concerted efforts were made to assure that the search process was as complete and fair as possible.

ACOG received proposals from five local agencies. In January, a selection committee, comprised of staff from ACOG, OGE Energy Corp., and Devon Energy, unanimously selected Third Degree Advertising, an Oklahoma City based company to carry out the regional air quality public education program for fiscal year 2005, because the company's goals and objectives best fit those of the selection committee.

## **Funding Information**

The Federal Highway Administration (FHWA) authorized federal fiscal year 2004 funding for Congestion Mitigation Air Quality (CMAQ) funds through the Oklahoma Department of Transportation (ODOT) for an air quality awareness program to be implemented in federal fiscal year 2005. Total CMAQ and local funds currently allocated for the work program is \$75,000.

There is also potential for an additional \$25,000 in funding that could be used for the campaign, resulting in a cumulative sum of \$100,000. Use of the additional federal funding (\$20,000 CMAQ) is contingent upon obtaining a \$5,000 cash contribution from a corporate or private sponsor to be utilized as the required 20 percent local match for the federal funds.

## **Programming**

Since implementing a paid multi-media program five years ago, the Clean Air Campaign has garnered numerous awards, and has become one of the most recognized public education programs in the region. A recent survey indicates that the program has been influential in promoting good clean air habits and that Central Oklahomans recognize the importance of clean air.

## **Action Requested:**

Motion to authorize the ACOG Executive Director to execute Contractor Agreement with Third Degree Advertising to service FY 2005 advertising and marketing campaigns for air quality awareness, subject to approval by legal counsel.

JC:dem