

PLEASE NOTIFY ACOG AT 234-2264 (TTY 234-2217) BY 5:00 P.M. JANUARY 22
IF YOU DESIRE A SIGN LANGUAGE INTERPRETER AT THE MEETING

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
BOARD OF DIRECTORS
THURSDAY, JANUARY 25, 2007

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 DECEMBER 21, 2006
[\[Attachment III\]](#)
- 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 K in Section VI be placed on the Consent Docket.

Visit <http://acogok.org/Newsroom/Downloads07/jan07bod.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 –JANUARY CLAIMS
[Attachment VI-A]

INFORMATION: Consideration of materials claims budgeted for the Association in the amount of \$184,504.41. 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 January 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 POLICY COMMITTEE REPORT

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

*For a direct link to the ITPC agenda, please go to
<http://acogok.org/Newsroom/Downloads07/jan07itpc.pdf>.*

- C. STP-UZA PROJECT RECOMMENDATIONS FOR THE FFY 2008-2011 OCARTS AREA TRANSPORTATION IMPROVEMENT PROGRAM
[Attachment C]

INFORMATION: During the January 11, 2007 ITTC special meeting, the ITTC reviewed and prioritized project proposals from urbanized area local governments for Surface Transportation Program Urbanized Area (STP-UZA) funds for inclusion in the upcoming FFY 2008-2011 OCARTS Area Transportation Improvement Program (TIP). The TIP is prepared annually, and federal law

requires that it be a financially constrained, short-range document that reflects specific projects proposed for federal funding to implement the OCARTS long range plan. Assuming ITPC approval, the recommended projects will be included in the Preliminary FFY 2008-2011 OCARTS Area TIP. The ITTC recommends approval.

Action Requested: Motion to endorse inclusion of the STP-UZA projects in the Preliminary FFY 2008-2011 OCARTS Area Transportation Improvement Program for public review and comment.

D. 2007 CENTRAL OKLAHOMA BIKE TO WORK DAY WORKSHOP
(Attachment D)

INFORMATION: The Association of Central Oklahoma Governments (ACOG) is gearing up for Central Oklahoma's Bike to Work Day 2007 which will be on Friday, May 18. ACOG invites you or a representative from your town or city to participate in a Bike to Work Day Workshop on Wednesday, January 31, 2007, at 10:30 a.m. in the ACOG Board Room to learn how to get involved this year. ACOG wants to coordinate marketing for a Bike to Work campaign for our member cities to help promote the regional trail and bikeway system. This workshop will provide information and materials needed to organize your own event.

Action Requested: None. For information only.

E. INTRODUCTION TO EPA'S ENERGY STAR CHALLENGE FOR LOCAL GOVERNMENTS
(Attachment E)

INFORMATION: EPA issued the ENERGY STAR Challenge to call on building owners across the country to improve the efficiency of their buildings by 10 percent or more. EPA estimates that if each building owner met this challenge, by 2015, Americans would reduce greenhouse gas emissions equivalent to those from 15 million vehicles, while saving about \$10 billion. As a local government, association or non-profit organization, you have the ability to reach out to hundreds or thousands of people through the course of your normal activities, and this makes you an important link in communicating the benefits of energy efficiency through ENERGY STAR to a diverse group of building owners and managers.

Action Requested: None. For information only.

- F. FHWA SOLICITATION FOR FFY 2007 TRANSPORTATION COMMUNITY SYSTEM PRESERVATION (TCSP) PROJECTS
(Attachment F)

INFORMATION: States, metropolitan planning organizations, local governments, and tribal governments are eligible for TCSP grants to plan and implement strategies which improve the efficiency of the transportation system, reduce environmental impacts of transportation, reduce the need for future infrastructure investments, ensure access to jobs and services, and identify strategies to encourage private development that achieves these goals. Interested applicants must coordinate with the Oklahoma Department of Transportation (ODOT) to develop viable candidate projects, and the State is responsible for submitting the TCSP applications to the FHWA Division Office.

Action Requested: None. For information only.

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

INFORMATION: Attached in the ITPC agenda is information on the status of all OCARTS Area Surface Transportation Program Urbanized Area projects, as provided by the ODOT Local Government Division.

Action Requested: None. For information only.

- H. FY 2006 UNIFIED PLANNING WORK PROGRAM (UPWP) REPORTS
(Attachment H)

Action Requested: None. For information only.

This concludes the Intermodal Transportation Policy Committee Report.

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

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 air quality public education campaign for fiscal year 2007. A section in the original proposal request allows for ACOG to exercise multi-year options with the vendor, providing that appropriate funding remains available and services meet the agency's standards and expectations.

Action Requested: Motion to authorize the ACOG Executive Director to execute Contractor Agreement with Third Degree Advertising to service FY 2007 advertising and marketing campaigns for air quality awareness, subject to approval by legal counsel.

- J. CONSIDER AUTHORIZATION FOR ACOG EXECUTIVE DIRECTOR TO EXECUTE CONTRACT AGREEMENT WITH FINLEY & COOK, PLLC TO REPLACE ACOG'S ACCOUNTING SYSTEM AND TRAIN ACOG STAFF
[\[Attachment VI-J\]](#)

INFORMATION: In 2001, the ACOG Board of Directors approved the procurement of ACOG's current accounting system, FundWare, from Finley & Cook PLLC (F&C) of Shawnee, OK. Since that time, F&C has provided annual maintenance and support (onsite, telephone, and remote connection) to ACOG Finance Division staff. In the past few years, F&C has also been incorporated into ACOG's disaster recovery plan and system.

In September of 2006, F&C formally notified ACOG of its decision to end its 15 year relationship with FundWare software. F&C then added new product lines that they felt were the best available and would meet or exceed their clients needs and expectations.

Sage MIP Fund Accounting software is one of the leading fund accounting software solutions and is the product now offered and supported by F&C that will best meet ACOG's needs. F&C will continue to support ACOG's FundWare software until they install and set up the new MIP Fund Accounting software. Converting to software that will continue to be sold and supported by F&C also means that ACOG will not need to make any changes to its disaster recovery plan and system. Although ACOG will continue to use its current FundWare accounting system until fiscal year 2007 is completed, there is a definite cost savings if ACOG purchases new Sage MIP Fund Accounting software by January 31, 2007. Sage Software, through F&C, is offering a 50% discount off the cost of the MIP software. This is a savings of \$9,925.

This item was not included when ACOG's FY 07 budget was prepared due to staff's uncertainty concerning the timing and the amount. The FY 07 approved budget

does reflect an expected unreserved excess of revenues over expenditures in the amount of \$69,710 while the contract with F&C is for an amount not to exceed \$44,015.

Action Requested: Motion to authorize the ACOG Executive Director to execute the contract with Finley & Cook, PLLC, to provide ACOG with a Sage MIP Fund Accounting system with Sage Timesheets software, including installation, setup, user training and support, subject to approval by legal counsel, and to authorize ACOG to pay Finley & Cook's claim of \$16,075 for the software portion only.

- K. CONSIDER AUTHORIZATION FOR ACOG EXECUTIVE DIRECTOR TO EXECUTE CONTRACT AGREEMENT FOR PURCHASE OF GPS/ADVANCED VEHICLE LOCATION FLEET MANAGEMENT SYSTEM
[\[Attachment VI-K\]](#)

INFORMATION: The ACOG Board of Directors approved the execution of a contract in September 2006 between the U.S. Department of Energy and ACOG to carry out a Clean Cities Technologies Commercial Deployment grant project: Idle Reduction Deployment, Education, and Awareness in Oklahoma School Districts. The project timeline runs Oct. 1, 2006 through Sept. 30, 2008.

In order to complete the project work plan and collect necessary data, as approved, it is necessary for ACOG to purchase on behalf of the U.S. Dept. of Energy, a GPS/Advanced Vehicle Location fleet management system to be installed on 15 school buses in the Choctaw-Nicoma Park Public School district. ACOG invited vendor bids to supply, install, and service such system in December 2006. Vendor proposals were reviewed by the ACOG Executive Director, ACOG Clean Cities Program Manager, and project partners from the Choctaw-Nicoma Park Public Schools, and the Oklahoma Dept. of Environmental Quality in January 2007.

Two viable vendors are in contention to supply, install and service the needed equipment: OneLink Wireless, and Total Radio, Inc., both authorized Motorola sales and service centers located in Oklahoma City. The best and lowest bid will be accepted, as determined by project partners.

Action Requested: Motion to authorize the ACOG Executive Director to execute a contract with the best and lowest bidder (OneLink Wireless or Total Radio, Inc.) to supply, install, and service a 15-unit, CES Wireless Technologies Power-trak3 GPS/AVL fleet management system at Choctaw-Nicoma Park Public Schools, subject to approval by legal counsel.

VII. ITEMS REQUIRING INDIVIDUAL ACTION

A. DRAFT FEDERAL LEGISLATIVE ISSUES
[\[Attachment VII-A\]](#)

INFORMATION: Attached in the agenda packet are draft federal legislative issues for consideration by the Board of Directors. Please call Jane Sutter prior to the Board meeting if you have recommendations, and she will make them prior to the Board's consideration at the meeting.

The direct link to the draft federal legislative issues document is:
<http://acogok.org/Newsroom/Downloads07/fedissuesdraft2007.pdf>.

If approved, these issues statements will be delivered to the Oklahoma congressional delegation in Washington, D.C. Board officers will deliver them in March. This trip is allowed for in ACOG's approved 2006-2007 budget.

Action Requested: Motion to adopt the "2007 Federal Legislative Issues, A Central Oklahoma Consensus" and approve delivery of the document to Oklahoma's congressional delegation.

VIII. INFORMATION ITEMS

A. RENEWAL OF CENTRAL OKLAHOMA CLEAN CITIES MEMORANDUM OF UNDERSTANDING
[\[Attachment VIII-A\]](#)

B. LEGISLATIVE STATUS REPORT

INFORMATION: Staff will provide an update on pre-filed state legislative activities.

Action Requested: As desired by the Board of Directors.

IX. NEW BUSINESS

X. ADJOURNMENT

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

DECEMBER 21, 2006 (THURSDAY)
21 EAST MAIN STREET, SUITE 100
OKLAHOMA CITY, OKLAHOMA
1:47 P.M.

The eleventh meeting of the ACOG Board of Directors for the calendar year 2006 was convened December 21, 2006, in the ACOG Conference Room, 21 East Main Street, Suite 100, Oklahoma City, Oklahoma, at 1:47 p.m., as indicated by advance notice filed with the Oklahoma County Clerk and posted at the ACOG offices.

PRESIDING

Hon. Mark Sharpton, Commissioner, Logan County, Chairman

BOARD MEMBERS PRESENT

Hon. Ken Bartlett, Councilmember, Del City
Hon. Julie Rozsypal, Councilmember, El Reno
Hon. Marianne Yarbrough, Councilmember, Forest Park
Hon. Jon Gumerson, Mayor, Guthrie
Hon. Margaret Graham, Councilmember, Luther
Hon. Russell Smith, Mayor, Midwest City
Hon. Kathy McMillan, Councilmember, Moore
Hon. Keith Bryan, Councilmember, Mustang
Hon. David Hopper, Councilmember, Norman
Hon. Sam Bowman, Councilmember, Oklahoma City
Hon. Larry Kesler, Councilmember, Union City
Hon. Stan Inman, Commissioner, Oklahoma County

BOARD MEMBERS ABSENT

Hon. Phill Shirey, Councilmember, Bethany
Hon. Michael Crowley, Mayor, Calumet
Hon. Dave Howe, Councilmember, Choctaw
Hon. Sandra Naifeh, Mayor, Edmond
Hon. Gordon Jeney, Councilmember, Harrah

Hon. Ray Poland, Councilmember, Jones City
Langston
Hon. Mark Easton, Councilmember, Lexington
Hon. Kathy Walker, Councilmember, Nichols Hills
Hon. Jim Pumphrey, Councilmember, Nicoma Park
Hon. Carol Jones, Councilmember, Noble
Hon. John Brown, Councilmember, Piedmont
Hon. Linda Daniels, Mayor, Slaughterville
Hon. Marsha Jefferson, Mayor, Spencer
Valley Brook
Hon. Scott Symes, Councilmember, The Village
Hon. Jeff Martinez, Councilmember, Warr Acres
Hon. Bob Bradway, Mayor, Yukon
Hon. Grant Hedrick, Commissioner, Canadian County
Hon. Bill Graves, Commissioner, Cleveland County

ASSOCIATE MEMBERS ABSENT

Tinker Air Force Base

GUESTS

Bill Dalke, Tinker Air Force Base
Larry Hopper, Metro Transit
Pam Wendt, Oklahoma County District #2
Carol Cline, Oklahoma County District #2

STAFF PRESENT

Zach D. Taylor, Executive Director
Jane E. Sutter, Division Director, Intergovernmental Services
John G. Johnson, Legal Counsel and Consultant
Diane McCullough, Administrative Assistant/Administrative Secretary/Projects Coordinator
Debbie Cook, Director of Finance
Steve Willoughby, ENP, Director, E9-1-1 & Public Safety Programs
Ellen Owens, Department Secretary
John Harrington, Division Director, Water Resources
Holly Massie, Special Programs Officer
Yvonne Anderson, Clean Cities Program Manager
Jerry Church, Programs Coordinator: Communications
Doug Rex, Assistant to the Executive Director

I. CALL TO ORDER – ROLL CALL

Chairman Mark Sharpton called the meeting to order at 1:47 p.m. noting that a quorum was present.

II. INTRODUCTION OF GUESTS

Zach Taylor introduced Bill Dalke from Tinker Air Force Base and Larry Hopper with Metro Transit. Other guests at the meeting included Pam Wendt and Carol Cline from Oklahoma County District #2.

III. APPROVAL OF MINUTES – REGULAR MEETING – NOVEMBER 16, 2006

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

AYE: Bartlett, Rozsypal, Yarbrough, Gumerson, Graham, Smith, McMillan, Bryan, Hopper, Bowman, Kesler, Sharpton, and Inman

NAY: None

ABSTAIN: None

IV. COMMUNICATIONS

A. CHAIRMAN'S REPORT

Chairman Sharpton said would relinquish his time and let Commissioner Inman speak.

Director Stan Inman said Commissioner-elect Ray Vaughn would be taking over as County Commissioner of Oklahoma County District 3 on January 2. Director Inman said since his election four years ago, it had been his privilege to serve on between 16 and 20 different Boards. Of all of those 16 to 20 Boards he had served on, Director Inman said none of them have been more important, or had greater participation, and or had been better managed than ACOG. Director Inman thanked everyone on the ACOG Board for supporting him and Oklahoma County in all of their projects. He said it had been his honor and privilege to serve on the Board. He said that of all the Boards he has served on, the ACOG Board probably gets the least publicity and does the most work.

B. DIRECTOR'S REPORT

Mr. Taylor said there was an amendment to the Surplus Sale agenda item that was available as a handout. Staff found a box of 150 reusable cassette tapes that should be added to the list of items for sale. That item is found on the Consent Docket.

Mr. Taylor said staff would be hosting a company that assists communities with conversion to compressed natural gas at the Clean Cities meeting. That meeting will be held on January 16 at 1:30 at ACOG. Mr. Taylor said the provisions in the federal tax laws can be taken advantage of by the private sector as well as the public sector when acquiring compressed natural gas vehicles. Mr. Taylor said Board Members were welcome to attend that meeting.

Mr. Taylor reported that staff recently made a presentation to Oklahoma City on a traffic study. The study is Phase II of a project that is looking at the Penn Square area.

Mr. Taylor said staff continues to be involved with what is now known as the Core to Shore project. This project is looking at the I-40 Boulevard project that will replace the elevated Crosstown facility that is present today.

Mr. Taylor said staff is working with the City of Oklahoma City in a joint collaboration between the Oklahoma City metro and the Tulsa metro on legislative issues. The two metro areas are trying to coordinate with each other on items that would help both metropolitan areas.

Mr. Taylor reported he and Holly Massie had a conference call earlier in the day with the Office of Economic Adjustment at the Department of Defense and Tinker Air Force Base. He said the new Air Installation Compatible Use Zone (AICUZ) map would be issued by the Air Force in January. Staff is working to set up a meeting of the mayors, city managers, and planners of the surrounding communities on January 18th and a public meeting on the release of that document in the evening of January 29th. AICUZ looks at activities at the Base, the noise contours, the accident potential areas with a plane crash, explosives that are stored on the Base, and those kinds of things. The Department of Defense is required to update those maps on a periodic basis. The AICUZ for this area has not been updated since 1998. It will look at current operations as well as projected operations and is considered a guidance technical document that can be used by the surrounding communities and counties for establishing their policies related to land use.

Mr. Taylor said the Department of Defense has selected this region and Tinker Air Force Base to receive funding for the purposes of conducting a Joint Land Use Study of all the jurisdictions to look at how local government policies can best be harmonized with what is shown in the new AICUZ map. Federal funding will be provided to hire a consultant to conduct that work.

Mr. Taylor said staff will be sending the affected cities (Oklahoma City, Oklahoma County, Midwest City, Del City, Nicoma Park, Choctaw, Spencer, and Cleveland County) the resolution

that was approved by the ACOG Board of Directors endorsing that undertaking for the individual cities to consider and jointly sign. The expectation would be that during the course of time, the Air Force will announce support for the joint project and staff will begin the process of taking care of all the paperwork at the January and February Board meetings.

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 the Board of Directors, by unanimous consent, may designate those routine agenda items they wish to be approved or acknowledged by one motion.

Director Hopper made a motion that items A through L in Section VI with the amendment to item I be placed on the Consent Docket and approved. The motion was seconded by Director Bryan and carried with the following vote:

AYE: Bartlett, Rozsypal, Yarbrough, Gumerson, Graham, Smith, McMillan, Bryan, Hopper, Bowman, Kesler, Sharpton, and Inman

NAY: None

ABSTAIN: None

VII. ITEMS REQUIRING INDIVIDUAL ACTION

A. DRAFT STATE LEGISLATIVE ISSUES

Jane Sutter said draft state issues statements were included in the agenda packet for the Board's consideration. Upon approval, staff will package the issues in a nice binder and deliver them to all the legislators at the State Capitol.

Director Hopper made a motion to adopt the policy statements for the 2007 Oklahoma Legislative Issues. The motion was seconded by Director Bryan and carried with the following vote:

AYE: Bartlett, Rozsypal, Yarbrough, Gumerson, Graham, Smith, McMillan, Bryan, Hopper, Bowman, Kesler, Sharpton, and Inman

NAY: None

ABSTAIN: None

VIII. NEW BUSINESS

No new business was brought before the Board.

IX. ADJOURNMENT

The meeting was adjourned at 2:04 p.m.

ADOPTED THIS _____ DAY OF _____, 2007.

CHAIRMAN

SECRETARY-TREASURER

**ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
CASH STATUS REPORT
FOR THE MONTH ENDED DECEMBER 31, 2006**

	<u>SWEEP/ OPERATING</u>	<u>SAVINGS</u>	<u>WIRELESS 9-1-1</u>	<u>TOTAL</u>
Beginning Balance <i>December 1, 2006</i>				
Cash on Deposit	\$ 603,402.57	\$ 206,113.46	\$ 246,625.85	\$ 1,056,141.88
Petty Cash	1,400.00	-	-	1,400.00
Total Beginning Balance	<u>\$ 604,802.57</u>	<u>\$ 206,113.46</u>	<u>\$ 246,625.85</u>	<u>\$ 1,057,541.88</u>
Cash Receipts				
Grants & Contracts	\$ 678,380.57	\$ -	\$ -	\$ 678,380.57
Memberships	-	-	-	-
Transfers of Funds	-	4,315.51	-	4,315.51
Interest Earned	3,101.21	-	1,266.40	4,367.61
Wireless 9-1-1	-	-	390,470.10	390,470.10
Miscellaneous	530.45	-	-	530.45
Total Cash Receipts	<u>\$ 682,012.23</u>	<u>\$ 4,315.51</u>	<u>\$ 391,736.50</u>	<u>\$ 1,078,064.24</u>
Cash Available	\$ 1,286,814.80	\$ 210,428.97	\$ 638,362.35	\$ 2,135,606.12
Cash Disbursements				
Personnel Cost <i>(detail next page)</i>	\$ 166,558.25	\$ 2,735.07	\$ -	\$ 169,293.32
Travel	-	-	-	-
Transfers of Funds	4,315.51	-	-	4,315.51
REAP	31,023.50	-	-	31,023.50
Special Projects - UASI	57,806.06	-	-	57,806.06
Wireless 9-1-1	-	-	341,037.46	341,037.46
General Operating Expenses <i>(detail next page)</i>	62,209.18	-	-	62,209.18
Total Cash Disbursements	<u>\$ 321,912.50</u>	<u>\$ 2,735.07</u>	<u>\$ 341,037.46</u>	<u>\$ 665,685.03</u>
Ending Balance <i>December 31, 2006</i>				
Cash on Deposit	\$ 963,502.30	\$ 207,693.90	\$ 297,324.89	\$ 1,468,521.09
Petty Cash	1,400.00	-	-	1,400.00
Total Ending Balance	<u>\$ 964,902.30</u>	<u>\$ 207,693.90</u>	<u>\$ 297,324.89</u>	<u>\$ 1,469,921.09</u>

**SCHEDULE OF GENERAL OPERATING EXPENSES
FOR THE MONTH ENDED DECEMBER 31, 2006**

Personnel Cost:

Salaries	\$ 88,105.54	
Payroll Taxes	42,708.10	
Group Health & Life Insurance	17,150.93	
Pension Contribution & Expense	13,088.34	
Deferred Compensation	4,618.98	
Allied Arts Contributions	56.02	
United Way Contributions	830.34	
	<hr/>	
Total Operating Personnel Expenditures		\$166,558.25
Section 125 Employee Benefits Paid		2,735.07
Total Personnel Cost		<hr/> <hr/> \$169,293.32

General Operating Expenses:

Audit	\$ 1,543.35	
Contract Personnel	4,314.16	
Development	700.00	
Equipment	1,091.19	
Flexible Spending Plan	235.00	
Institute 9-1-1	2,275.00	
Internet Service	554.84	
Legal	3,282.83	
Maintenance & Repair	1,520.26	
Mileage	984.75	
Office Rent & Parking	13,087.67	
Offsite Storage	132.30	
Postage	1,272.48	
Printing	1,869.19	
Professional Dues	4,385.00	
Public Notice/Advertising	47.55	
Publications & Subscriptions	446.00	
Subcontract	13,193.11	
Supplies	4,587.80	
Supplies - Software	32.99	
Telephone	1,487.57	
Temporary Labor	2,677.50	
Xerox	2,488.64	
	<hr/>	
Total General Operating Expenses		<hr/> <hr/> 62,209.18

BE IT RESOLVED, that on this 25th day of January, 2007, 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.

Ace Aerial Photography, Inc. <i>{Supplies}</i>	\$ 48.09
Anderson, Yvonne <i>{Mileage}</i>	60.17
AramSCO <i>{Special Projects – UASI}</i>	1,607.06
Association of Public-Safety Communication Officials <i>{Professional Dues – 9-1-1}</i>	172.00
AT&T <i>{Internet}</i>	131.92
AT&T <i>{Telephone}</i>	754.50
Bob Howard Chrysler Jeep Dodge <i>{Special Projects – UASI}</i>	30,000.00
Bricktown Venture II, LLC <i>{Office Rent}</i>	12,316.67
Brown, Ken <i>{Travel & Mileage}</i>	222.08
Business Communications Review <i>{Publications & Subscriptions -9-1-1}</i>	45.00
CDW Government, Inc. <i>{Supplies – Software}</i>	1,295.00
Cher A. Bumps & Associates, Inc. <i>{FSA Fees}</i>	120.00

Cingular Wireless <i>(Telephone – 9-1-1 \$86.27)</i>	198.95
Coffin’s International Vending, Inc. <i>(Supplies)</i>	40.00
COMPUSA <i>(Supplies)</i>	647.23
DLT Solutions, Inc. <i>(Maintenance & Repair Software)</i>	1,904.00
Electradigital <i>(Web Page Hosting)</i>	586.00
Emergency Medical Products, Inc. <i>(Special Projects – UASI)</i>	890.08
Fisher Scientific <i>(Special Projects – UASI)</i>	76,812.00
Governmental Accounting Standards Board <i>(Publications & Subscriptions)</i>	175.00
Henderson, Mary <i>(Petty Cash Reimbursement – 9-1-1 \$158.16)</i>	722.83
Johnson, John <i>(Consulting and Legal Service – 9-1-1 \$939.36)</i>	2,144.56
Journal Record Publishing Company <i>(Public Notice/Advertising)</i>	20.30
Kroth, Anita <i>(Mileage)</i>	9.79
Marcy, Wendi <i>(Development – 9-1-1)</i>	1,014.00
MCI <i>(Telephone – 9-1-1 \$22.21)</i>	107.41

Missouri Radio <i>{Special Projects – UASI}</i>	19,465.00
Mott's Office Products <i>{Supplies}</i>	2,172.03
Neighbors Executive Coffee <i>{Supplies}</i>	143.55
Nextel Communications <i>{Telephone – 9-1-1}</i>	96.60
OfficeTeam <i>{Temporary Labor}</i>	2,352.50
Oklahoma City Chamber of Commerce <i>{Development – 9-1-1 \$40.00}</i>	200.00
Oklahoma Municipal League, Inc. <i>{Advertising/Recruitment}</i>	10.00
OPUBCO Communications Group <i>{Advertising/Public Notice}</i>	817.66
Pendergraft, Art <i>{Consultant}</i>	3,715.81
Personnel Concepts <i>{Supplies}</i>	64.90
Photovac, Inc. <i>{Special Projects – UASI}</i>	17,390.00
Principal Financial Group <i>{Administrative Fees}</i>	1,873.75
Progressive Services, Inc. <i>{Supplies}</i>	91.00
Southeastern Emergency Equipment <i>{Special Projects – UASI}</i>	345.49

United States Postal Service <i>{Meter}</i>	1,000.00
United States Postal Service <i>{Bulk Mail}</i>	250.00
WorkflowOne <i>{Offsite storage – 9-1-1 \$4.55}</i>	156.30
Xerox Corporation <i>{Xerox}</i>	1,748.58
Yukon Police Department Training <i>{Special Projects – UASI}</i>	566.60

TOTAL JANUARY CLAIMS	<u>\$184,504.41</u>

ATTEST:

CHAIRMAN

VICE-CHAIRMAN

**REVIEW AND COMMENT REPORT
AS OF JANUARY 18, 2007**

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>
01-01-07	ID#A10701	Oklahoma Department of Environmental Quality Consolidated Superfund Grant Program: Application For \$1,407,656



association of central oklahoma governments

ATTACHMENT VI-I

Chair Mark Sharpton
Logan County Commissioner

Vice-Chair Willa Johnson
Oklahoma City Councilmember

Secretary/Treasurer Kathy Walker
Nichols Hills Councilmember

Executive Director
Zach D. Taylor

DATE: January 17, 2007

TO: ACOG Board of Directors

FROM: Jerry Church, Programs Coordinator: Communications

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 2007. A section in the original proposal request allows for ACOG to exercise multi-year options with the vendor, providing that appropriate funding remains available and services meet the agency's standards and expectations.

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 2005, 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. The 2005 contract allowed for one-year options through the 2007 season. This proposal would be for the third year of a three-year prospective contract.

Funding Information

The Federal Highway Administration (FHWA) authorized federal fiscal year 2006 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 2007. Total CMAQ and local funds currently allocated for the proposed work program equals \$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. ACOG has oral pledges from at least three local businesses to fulfill this option.

Programming

Since implementing a paid multi-media program in 2000, 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 2007 advertising and marketing campaigns for air quality awareness, subject to approval by legal counsel.

JC:dem



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ATTACHMENT VI-J

Chair Mark Sharpton
Logan County Commissioner

Vice-Chair Willa Johnson
Oklahoma City Councilmember

Secretary/Treasurer Kathy Walker
Nichols Hills Councilmember

Executive Director
Zach D. Taylor

DATE: January 17, 2007

TO: ACOG Board of Directors

FROM: Debbie Cook, Director of Finance

SUBJECT: Consider Authorization for ACOG Executive Director to Execute Contract Agreement with Finley & Cook, PLLC to Replace ACOG's Accounting System and Train ACOG Staff

INFORMATION:

In 2001, the ACOG Board of Directors approved the procurement of ACOG's current accounting system, FundWare, from Finley & Cook PLLC (F&C) of Shawnee, OK. Since that time, F&C has provided annual maintenance and support (onsite, telephone and remote connection) to ACOG Finance Division staff. In the past few years, F&C has also been incorporated into ACOG's disaster recovery plan and system. Finance Division staff makes a daily backup of critical files that is then taken offsite. In the event of a disaster that affects the ACOG office in Oklahoma City but not the F&C office in Shawnee, this daily backup of data can be installed on F&C's computer system so that ACOG Finance Division staff can resume critical operations, such as payroll, as soon as possible.

In September of 2006, F&C formally notified ACOG of its decision to end its 15 year relationship with FundWare software. Through the years they had seen many changes with FundWare, some good but some that had given them concern. With these concerns and the growing needs of their clients, they started researching the market place several years ago. F&C then added new product lines that they felt were the best available and would meet or exceed their clients needs and expectations. ACOG Finance Division staff has had problems with FundWare software that have not been resolved and believes that a different product will better meet ACOG's needs.

Sage MIP Fund Accounting software is one of the leading fund accounting software solutions and is the product now offered and supported by F&C that will best meet ACOG's needs. F&C will continue to support ACOG's FundWare software until they install and set up the new MIP Fund

Accounting software. The fact that F&C is experienced with both ACOG's current and new accounting systems should ease the transition and minimize the downtime. Converting to software that will continue to be sold and supported by F&C also means that ACOG will not need to make any changes to its disaster recovery plan and system. Although ACOG will continue to use its current FundWare accounting system until fiscal year 2007 is completed, there is a definite cost savings if ACOG purchases new Sage MIP Fund Accounting software by January 31, 2007. Sage Software, through F&C, is offering a 50% discount off the cost of the MIP software. This is a savings of \$9,925.

This item was not included when ACOG's FY 07 budget was prepared due to staff's uncertainty concerning the timing and the amount. The FY 07 approved budget does reflect an expected unreserved excess of revenues over expenditures in the amount of \$69,710 while the contract with F&C is for an amount not to exceed \$44,015.

Action Requested:

Motion to authorize the ACOG Executive Director to execute the contract with Finley & Cook, PLLC, to provide ACOG with a Sage MIP Fund Accounting system with Sage Timesheets software, including installation, setup, user training and support, subject to approval by legal counsel, and to authorize ACOG to pay Finley & Cook's claim of \$16,075 for the software portion only.

DC:dem



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ATTACHMENT VI-K

Chair Mark Sharpton
Logan County Commissioner

Vice-Chair Willa Johnson
Oklahoma City Councilmember

Secretary/Treasurer Kathy Walker
Nichols Hills Councilmember

Executive Director
Zach D. Taylor

DATE: January 17, 2007

TO: ACOG Board of Directors

FROM: Yvonne Anderson, Clean Cities Program Manager

SUBJECT: Consider Authorization for ACOG Executive Director to Execute Contract Agreement for Purchase of GPS/Advanced Vehicle Location Fleet Management System

INFORMATION:

The ACOG Board of Directors approved the execution of a contract in September 2006 between the U.S. Department of Energy and ACOG to carry out a Clean Cities Technologies Commercial Deployment grant project: Idle Reduction Deployment, Education, and Awareness in Oklahoma School Districts. The project timeline runs Oct. 1, 2006 through Sept. 30, 2008.

In order to complete the project work plan and collect necessary data, as approved, it is necessary for ACOG to purchase on behalf of the U.S. Dept. of Energy, a GPS/Advanced Vehicle Location fleet management system to be installed on 15 school buses in the Choctaw-Nicoma Park Public School district. ACOG invited vendor bids to supply, install, and service such system in December 2006. Vendor proposals were reviewed by the ACOG Executive Director, ACOG Clean Cities Program Manager, and project partners from the Choctaw-Nicoma Park Public Schools, and the Oklahoma Dept. of Environmental Quality in January 2007.

Two viable vendors are in contention to supply, install and service the needed equipment: OneLink Wireless, and Total Radio, Inc., both authorized Motorola sales and service centers located in Oklahoma City. The best and lowest bid will be accepted, as determined by project partners.

Action Requested: Motion to authorize the ACOG Executive Director to execute a contract with the best and lowest bidder (OneLink Wireless or Total Radio, Inc.) to supply, install, and service a 15-unit, CES Wireless Technologies Power-trak3 GPS/AVL fleet management system at Choctaw-Nicoma Park Public Schools, subject to approval by legal counsel.



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ATTACHMENT VII-A

Chair Mark Sharpton
Logan County Commissioner

Vice-Chair Willa Johnson
Oklahoma City Councilmember

Secretary/Treasurer Kathy Walker
Nichols Hills Councilmember

Executive Director
Zach D. Taylor

DATE: January 17, 2007
TO: ACOG Board of Directors
FROM: Jane E. Sutter, Division Director, Intergovernmental Services
SUBJECT: Draft Federal Legislative Issues

INFORMATION:

Attached are draft federal legislative issues for consideration by the Board of Directors. If you have any suggestions, please call me before the meeting so that revisions can be made.

The direct link to the draft federal legislative issues document is
<http://acogok.org/Newsroom/Downloads07/fedissuesdraft2007.pdf>.

If approved, these issues statements will be delivered to the Oklahoma congressional delegation in Washington, D.C. Board officers will deliver them in March. This trip is allowed for in ACOG's approved 2006-2007 budget.

Action Requested:

Motion to adopt the "2007 Federal Legislative Issues, A Central Oklahoma Consensus" and approve delivery of the document to Oklahoma's congressional delegation.

JES:dem



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ATTACHMENT VIII-A

Chair Mark Sharpton
Logan County Commissioner

Vice-Chair Willa Johnson
Oklahoma City Councilmember

Secretary/Treasurer Kathy Walker
Nichols Hills Councilmember

Executive Director
Zach D. Taylor

DATE: January 17, 2007
TO: ACOG Board of Directors
FROM: Yvonne Anderson, Clean Cities Program Manger
SUBJECT: Renewal of Central Oklahoma Clean Cities Memorandum of Understanding

INFORMATION:

ACOG received confirmation of its continuing status through 2011 as a U.S. Department of Energy Clean Cities Coalition on January 9, 2007. ACOG applied to DOE in December 2006 for re-designation and renewal of its stakeholder MOU. This is ACOG's second successful re-designation since its initial recognition as the nation's first *regional* Clean Cities Coalition in 1996.

To remain in good standing, Clean Cities coalitions are required to apply to DOE for re-designation every five years. Conditions for continuance require ACOG's Clean Cities staff to conduct and submit an annual survey of alternative fuel use, alternative fuel vehicles and advanced vehicle technologies employed in Central Oklahoma fleets. Staff must keep DOE apprised of new or closing alternative refueling sites on an ongoing basis, must submit a regional quarterly fuel price report for conventional and alternative fuels, must attend annual DOE Clean Cities workshops and must hold regularly scheduled stakeholder meetings.

Clean Cities coalitions must be active, recognized, and in good standing in order to apply for DOE Clean Cities Technologies Commercial Deployment grant funding or for DOE State Energy Program grant funding.

Action Requested: None. For information only.

YEA:dem