

ACOG BOARD OF DIRECTORS

Chair

Brian Grider

Mustang Mayor

Vice-Chair

Glenn Berglan

Goldsby Trustee

Secretary/Treasurer

Shelli Selby

Yukon Councilmember

Executive Director

Mark W. Sweeney, AICP

AGENDA: THURSDAY
JUNE 27, 2024
1:45 P.M.

Association of Central Oklahoma Governments

4205 N. Lincoln Blvd. | Oklahoma City, OK 73105 | 405.234.2264 | acogok.org

THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS BOARD OF DIRECTORS (ACOG BOD) WILL HOLD A REGULAR MEETING ON THURSDAY, JUNE 27, AT ACOG IN THE OKLAHOMA BOARD ROOM, 4205 N. LINCOLN BLVD., OKLAHOMA CITY, OKLAHOMA.

Please notify ACOG at 405.234.2264 (TDD/TTY Call 711 Statewide or email title.vi@acogok.org) by 5 p.m. Tuesday, June 24, if you require accommodations pursuant to the Americans with Disabilities Act or Section 504 of the Rehabilitation Act.

AGENDA

1. CALL TO ORDER ([ATTACHMENT 1](#))
2. APPROVAL OF THE MAY 30, 2024 MINUTES ([ATTACHMENT 2](#)) *Action requested.*
3. COMMUNICATIONS:
 - A. Chairperson's Report
 - B. Executive Director's Report
4. PUBLIC COMMENTS FROM CITIZENS OR DELEGATIONS

BEGINNING OF CONSENT DOCKET

5. APPROVAL OF THE CONSENT DOCKET:

INFORMATION: Requires a motion to approve, with a second, that all items under the Consent Docket be considered in one vote.

CONSENT DOCKET ITEMS:

- A. Finance Report – May 2024 Claims: Deborah Cook, CPA, Finance Director ([ATTACHMENT 5-A](#)) *Action requested.*
- B. Regional Clearinghouse Review and Comment Report: John Harrington, Water Resources Director ([ATTACHMENT 5-B](#)) *Action requested.*
- C. ACOG Metropolitan Planning Organization Policy Committee (MPO PC) Report: John Sharp, Deputy Director ([ATTACHMENT 5-C](#)) *Action requested.*
- D. Consultant Services Contract for the Comprehensive Climate Action Plan (CCAP) and Remainder of the Climate Pollution Reduction Grant (CPRG): Eric Pollard, Air Quality & Clean Cities Manager ([ATTACHMENT 5-D](#)) *Action requested.*
- E. Renew Transportation Modeling Consultant Services Agreement: John Sharp, Deputy Director ([ATTACHMENT 5-E](#)) *Action requested.*
- F. 2025 ACOG Rural Economic Action Plan (REAP) Organizational Plan: Sharon Astrin, Community & Economic Development Manager ([ATTACHMENT 5-F](#)) *Action requested.*
- G. Extension Request for Rural Economic Action Plan (REAP) Grant Recipient – Town of Harrah: Sharon Astrin, Community & Economic Development Manager ([ATTACHMENT 5-G](#)) *Action requested.*
- H. Extension Request for Rural Economic Action Plan (REAP) Grant Recipient – Town of Jones: Sharon Astrin, Community & Economic Development Manager ([ATTACHMENT 5-H](#)) *Action requested.*

END OF CONSENT DOCKET

6. REGULAR AGENDA ITEMS THAT MAY REQUIRE ACOG BOD ACTION:

- A. Revised Service Agreement between ACOG and 911 ACOG for FY 2025: Mark W. Sweeney, AICP, Executive Director ([ATTACHMENT 6-A](#)) *Action requested.*
- B. FY 2025 ACOG Lease Agreement with the Oklahoma County Public Building Authority: Mark W. Sweeney, AICP, Executive Director ([ATTACHMENT 6-B](#)) *Action requested.*
- C. Consideration of FY 2025 ACOG Annual Budget and Work Plan: Mark W. Sweeney, AICP, Executive Director ([ATTACHMENT 6-C](#)) *Action Requested.*

7. NEW BUSINESS

8. ADJOURN

NO JULY MEETING

NEXT MEETING:

Thursday, August 29, 2024 at 1:45 p.m.

ATTACHMENT 1

ACOG BOARD OF DIRECTORS

CITY/ORGANIZATION	MEMBERS	ALTERNATES
BETHANY (9)	Hon. Nikki Lloyd Mayor	Hon. Chris Powell Vice-Mayor
		Hon. Kathy Larsen Councilmember
CALUMET (1)	Hon. Terry Brungardt Trustee	Hon. Michael Snyder Trustee
CEDAR VALLEY (1)	Hon. Tom Trello Vice-Mayor	Hon. Jerry Cole Trustee
CHOCTAW (5)	Hon. Cody Brewer Councilmember	Hon. Chad Allcox Mayor
CRESCENT (1)	Hon. Jim Neal Councilmember	Hon. Greg Cummings Mayor
DEL CITY (9)	Hon. Floyd Eason Mayor	Hon. Pam Finch Vice-Mayor
		Hon. Claudia Browne Councilmember
EDMOND (33)	Hon. Darrell A. Davis Mayor	Hon. Barry K. Moore Councilmember
EL RENO (7)	Hon. Amy Neathery Councilmember	Hon. David Black Vice-Mayor
		Hon. Steve Jensen Mayor
FOREST PARK (1)	Hon. Rashanna Baker Trustee	Hon. Stephen Miller Trustee
		Hon. George H. Smith Mayor
GEARY (1)	No Designee	Vacant
GOLDSBY (2)	Hon. Glenn Berglan Trustee	Hon. Darrell Ingram Vice-Mayor
GUTHRIE (5)	Hon. Steven J. Gentling Mayor	Hon. Adam Ropp Councilmember
HARRAH (3)	Hon. Tim Rudek Councilmember	Hon. Jeff Brzozowski Councilmember
		Hon. Bernadette Klimkowski Councilmember
JONES CITY (2)	Hon. Chris Calvert Trustee	Vacant
LAKE ALUMA (1)	Hon. John Kenney Mayor	Hon. Tom Steiner Trustee
LANGSTON CITY (1)	Hon. Michael Boyles Mayor	Hon. Magnus Scott Trustee
		Hon. Misty B. Mayes Trustee

ACOG BOARD OF DIRECTORS (Cont.)

CITY/ORGANIZATION	MEMBERS	ALTERNATES
LEXINGTON (1)	Hon. Mike Donovan Mayor	Hon. Max Punneo Councilmember
		Hon. Raul Trejo Councilmember
LUTHER (1)	Hon. Terry Arps Mayor	Hon. Carla Caruthers Trustee
MERIDIAN (1)	Hon. Ronald Dumas Mayor	Hon. Joyce Swanson Vice Mayor
MIDWEST CITY (24)	Hon. Matt Dukes Mayor	Hon. Pat Byrne Vice-Mayor
		Hon. Rick Favors Councilmember
MOORE (26)	Hon. Kathy Griffith Councilmember	Any Moore Councilmember
MUSTANG (9)	Hon. Brian Grider Mayor	Hon. James Wald Councilmember
NICHOLS HILLS (2)	Hon. E. Peter Hoffman, Jr. Mayor	Hon. Sody Clements Councilmember
NICOMA PARK (1)	Hon. Mark Cochell Mayor	Hon. Jeff Caudill Councilmember
		Hon. Steve West Vice-Mayor
NOBLE (3)	Hon. Phil Freeman Mayor	Hon. George Schmerer Councilmember
		Hon. Chad Terrill Councilmember
NORMAN (38)	Hon. Larry Heikkila Mayor	Hon. Stephen Holman Councilmember
OKARCHE (1)	Hon. Jeff Brueggen Trustee	Hon. Jeff Sadler Trustee
OKLAHOMA CITY (118)	Hon. Matt Hinkle Councilmember	Any Oklahoma City Councilmember
PIEDMONT (4)	Hon. Rob Jones Councilmember	Hon. Byron Schlomach Councilmember
		Hon. Ryan Aller Councilmember
SLAUGHTERVILLE (2)	Hon. Leah Grady Trustee	Hon. Eugene Dicksion Trustee

ACOG BOARD OF DIRECTORS (Cont.)

CITY/ORGANIZATION	MEMBERS	ALTERNATES
SPENCER (2)	Hon. Frank Calvin Mayor	Hon. Charmin Williams Vice Mayor
THE VILLAGE (4)	Hon. David Bennett Mayor	Hon. Melodie Moore Vice-Mayor
TUTTLE (4)	Hon. Trey Buck Councilmember	Hon. Larry Watson Councilmember
UNION CITY (1)	Hon. Chad Fischer Trustee	Hon. Dale Quigley Trustee
		Hon. Keith Dennis Trustee
WARR ACRES (5)	Hon. Roger Godwin Mayor	Hon. Vickie Douglas Vice-Mayor
		Vacant
YUKON (10)	Hon. Shelli Selby Councilmember	Hon. David Enmark Councilmember
CANADIAN COUNTY (2)	Hon. Tomas Manske Commissioner	Hon. David Anderson Commissioner
		Hon. Tracey Rider Commissioner
CLEVELAND COUNTY (2)	Hon. Rod Cleveland Commissioner	Hon. Rusty Grissom Commissioner
LOGAN COUNTY (2)	Hon. Mark Sharpton Commissioner	Hon. Charlie Meadows Commissioner
		Hon. Monty Piearcy Commissioner
OKLAHOMA COUNTY (2)	Hon. Carrie Blumert Commissioner	Hon. Myles Davidson Commissioner
		Hon. Brian Maughan Commissioner
TINKER AIR FORCE BASE (Associate Member)	Stephanie Wilson Base Civil Engineer	Brad Beam Deputy Base Civil Engineer



SUBJECT:

MINUTES OF THE ACOG BOARD OF DIRECTORS MEETING

DATE:

MAY 30, 2024

A regular meeting of the Association of Central Oklahoma Governments Board of Directors was convened at 2:20 p.m. Thursday, May 30, 2024, at Association of Central Oklahoma Governments (ACOG) in the Oklahoma Board Room, 4205 N. Lincoln Blvd., Oklahoma City, Oklahoma. The meeting was held, as indicated, by advance notice filed with the Oklahoma County Clerk and by notice posted at the ACOG offices at least 24 hours prior to the meeting.

PRESIDING CHAIR

Hon. Glenn Berglan, Trustee

ENTITY

Goldsby

BOARD MEMBERS PRESENT

Hon. Terry Brungardt, Trustee
Hon. Darrell A. Davis, Mayor
Hon. Steven J. Gentling, Mayor
Hon. Misty B. Mayes, Trustee
Hon. Terry Arps, Mayor
Hon. Matt Dukes, Mayor
Hon. Kathy Griffith, Councilmember
Hon. Peter Hoffman, Mayor
Hon. Phil Freeman, Mayor
Hon. Larry Heikkila, Mayor
Hon. Matt Hinkle, Councilmember
Hon. Rob Jones, Councilmember
Hon. Leah Grady, Trustee
Hon. Vickie Douglas, Councilmember
Hon. Shelli Selby, Mayor
Hon. Charlie Meadows, Commissioner
Hon. Carrie Blumert, Commissioner

Calumet
Edmond
Guthrie
Langston City
Luther
Midwest City
Moore
Nichols Hills
Noble
Norman
Oklahoma City
Piedmont
Slaughterville
Warr Acres
Yukon
Logan County
Oklahoma County

BOARD MEMBERS ABSENT

Hon. Nikki Lloyd, Mayor
Hon. Tom Trello, Vice-Mayor
Hon. Cody Brewer, Councilmember
Hon. Jim Neal, Councilmember
Hon. Floyd Eason, Mayor
Hon. Amy Neathery, Councilmember
Hon. Rashanna Baker, Trustee
No Designee
Hon. Tim Rudek, Councilmember
Hon. Chris Calvert, Trustee
Hon. John Kenney, Mayor
Hon. Mike Donovan, Councilmember
Hon. Ronald Dumas, Mayor
Hon. Brian Grider, Mayor
Hon. Mark Cochell, Mayor
Hon. Jeff Brueggen, Trustee
Hon. Frank Calvin, Mayor
Hon. David Bennett, Mayor

Bethany
Cedar Valley
Choctaw
Crescent
Del City
El Reno
Forest Park
Geary
Harrah
Jones City
Lake Aluma
Lexington
Meridian
Mustang
Nicoma Park
Okarche
Spencer
The Village

BOARD MEMBERS ABSENT (Cont.)

Hon. Trey Buck, Councilmember
 Hon. Chad Fischer, Trustee
 Hon. Tomas Manske, Commissioner
 Hon. Rod Cleveland, Commissioner

ENTITY

Tuttle
 Union City
 Canadian County
 Cleveland County

ASSOCIATE MEMBER ABSENT

Stephanie Wilson, Base Civil Engineer

Tinker Air Force Base

GUESTS PRESENT

Pete White, Attorney
 Michael Taylor, Asst. City Manager
 Vanessa Morrison, Interim Director
 Rebecca Blaine, Research Fellow
 Steve Griffith, Citizen

ACOG Legal Counsel
 Nichols Hills
 OU IQC
 OU IQC
 Moore

ACOG STAFF

Mark W. Sweeney
 John M. Sharp
 Debbie Cook
 Rachel Meinke
 Jennifer Sebesta
 Sharon Astrin
 Jimmy Smith
 Beverly Garner

POSITION

Executive Director
 Deputy Director
 Finance Director
 Public Information Director
 Transportation Planning Services Division Manager
 Community & Economic Development Manager
 IT Operations Specialist I
 Executive Assistant

MINUTES

1. CALL TO ORDER

Presiding Chair Glenn Berglan called the meeting to order at 2:20 p.m. A quorum was present.

2. APPROVAL OF THE APRIL 25, 2024 MINUTES

Director Peter Hoffman made a motion to approve the April 25, 2024 minutes of the ACOG Board of Directors meeting. Director Vickie Douglas seconded the motion. The motion carried unanimously.

3. COMMUNICATIONS**A. CHAIRPERSON'S REPORT**

Chair Berglan reminded the Board that if they cannot attend the June 27, 2024 ACOG BOD meeting, to please have their alternate attend, as a quorum is needed to approve the budget.

B. EXECUTIVE DIRECTOR'S REPORT**1) FY 2025 Budget Committee Meetings:**

Mark Sweeney said for those chosen to serve on the Budget Committee (same as the Executive Committee) they can expect an email invitation for the first Budget Committee meeting in the coming week. This meeting will be a preliminary overview of the FY 2025 Budget with an emphasis on Revenue Sources. The second Budget Committee meeting that will be scheduled for later in June will provide a more detailed perspective on the staff recommended budget, including both Revenues and

Expenditures for FY 2025. Lunch will be provided at both meetings, courtesy of ACOG. He said to stay tuned for forthcoming email invitations and to please RSVP.

2) 2024 SWREDA Annual Conference May 15-17:

The Southwest Region Economic Development Association (SWREDA) Conference held at the Sheraton Hotel in downtown OKC from May 15 to May 17 was a great success with over 200 attendees. This was a gathering of economic development professionals from Councils of Government located in Texas, Arkansas, Louisiana, New Mexico, and Oklahoma, which encompasses the EDA Austin Region. It was a great opportunity to highlight the economic development achievements of the ACOG region and the State of Oklahoma.

The opening reception was held on the evening of May 15 at the Myriad Gardens Park House Event Center in downtown OK and was paid for through ACOG's fundraising efforts. The primary sponsors were Guernsey, OG&E, and Anglin PR. The off-site reception was very well attended and ACOG received a lot of compliments on the venue, food selection, and the reception's convenient location to the Sheraton Hotel.

3) June Board Meeting:

This is another reminder that the next Board meeting is on June 27 and is when ACOG staff will present the FY 2025 Budget as recommended by the Budget Committee for the Board's review and approval. Mr. Sweeney said to please make every effort to attend this very important meeting or make sure your alternate can attend in your place if you cannot make it to the meeting. He said having a quorum is absolutely necessary.

4. PUBLIC COMMENTS FROM CITIZENS OR DELEGATIONS

There were no comments from the public.

5. APPROVAL OF THE CONSENT DOCKET

INFORMATION: Requires a motion to approve, with a second, that all items under the Consent Docket be considered in one vote.

- A. Finance Report –April 2024 Claims: Deborah Cook, CPA, Finance Director *Action requested.*
- B. Regional Clearinghouse Review and Comment Report: John Harrington, Water Resources Director *Action requested.*
- C. ACOG Metropolitan Planning Organization Policy Committee (MPO PC) Report: John Sharp, Deputy Director *Action requested.*
- D. Extension Request for Rural Economic Action Plan (REAP) Grant Recipient – Town of Luther: Sharon Astrin, Community & Economic Development Manager *Action requested.*

Director Matt Dukes made a motion that all items under the Consent Docket be approved in one vote. Director Phil Freeman seconded the motion. The motion carried unanimously.

6. REGULAR AGENDA ITEMS THAT MAY REQUIRE ACOG BOD ACTION

- A. Election of FY 2025 Officers for the ACOG Board of Directors, the ACOG MPO Policy Committee, and the Garber-Wellington Association Policy Committee

Mark W. Sweeney highlighted the information as detailed in the agenda memorandum, listing the Nomination Committee's recommended slate of officers and asking if there were any additional recommendations from the Board.

There being no additional recommendations, Director Phil Freeman moved to elect the nominees as officers to the ACOG Board of Directors, the ACOG MPO Policy Committee, and the Garber-Wellington Association Policy Committee for FY 2025 (July 1, 2024 through June 30, 2025). Director Terry Arps seconded the motion. The motion carried unanimously.

B. 2023-2024 Community Economic Resiliency Initiative (CERI) Program Results

Mark W. Sweeney gave a background as detailed in the agenda memorandum to those who might not have been aware of the CERI Program.

He then introduced Rebecca Blaine, Research Fellow at the University of Oklahoma Institute for Quality Communities (OU IQC), who gave a presentation on the outcomes of the planning projects for the Cities of Choctaw and Noble. She noted that all programs are housed within the College of Architecture at OU, so they can pull and do interdisciplinary projects, connecting graduate students to real world projects. Her presentation can be viewed here: <https://www.acogok.org/wp-content/uploads/2024/06/CERI-Presentation.pdf>

Director Peter Hoffman asked if the background of the OU students involved were in architecture, city planning, things that have to do with creativity, etc. Ms. Blaine said yes, generally. She said this year they had a landscape architecture graduate student who worked on the Noble project. For Choctaw, they had a regional and city planning graduate student. They tried to pair the right student with the right types of projects, but the program could have a student from interior design, architecture, regional city planning, landscape architecture, or construction science.

Director Terry Arps asked if there was any study concerning the economics for the community, asking if the food trucks would be supported by the local restaurants. Ms. Blaine said it would be up to the city to decide.

Mr. Sweeney informed the Board that the El Reno City Manager shared with him that El Reno applied and will be receiving a \$1.2 million grant for Route 66 and one of the main reasons they received it was because they had a plan in place from the CERI Program to be able to prove that they were ready to proceed with implementation of the project. Mr. Sweeney said this is an example of how CERI can have a positive impact on a community. IQC's professional mentorship part of this program is what makes CERI unique. Besides bringing in more planning money than other similar programs, ACOG is bringing in experts who guide the students so they get a product that is truly customized for the community. This program received a lot of attention by NADO at the SWREDA Conference because it helps the community change its economic development perspective.

Director Phil Freeman thanked Ms. Blaine, saying it was some of the best-spent money for the City of Noble this year. It generated ambition and ideas within the people with excitement. The program was time and money well spent and it exceeded his expectations. Director Glenn Berglan added that it brings visions, ideas, and excitement.

Mr. Sweeney said there will be a third round of the CERI Program launched in summer 2024. There will be a Call for Applications and the communities will be well informed of this process. Two more communities will be selected. The goal is to have that selection happen in August. IQC has also agreed to be the consultant again.

C. Consideration of Proposed Amendments to the ACOG Agreement

Mark W. Sweeney said ACOG was created in 1966 and had an Agreement that established the organization. The Agreement has gone through many iterations and the structure of our organization has changed dramatically over the past several decades. He said the last time an amendment was made to this Agreement was in 1983, so it is time to bring it up to date.

Mr. Sweeney then briefly touched on the topics that the Agreement and Bylaws Committee, who met on November 3, 2023 and May 9, 2024, recommended for change.

Director Shelli Selby moved to approve the Committee's recommendations to amend the ACOG Agreement as described in the agenda memo, and for staff to follow the required ratification process as outlined in the Summary of Ratification Process. Director Larry Heikkila seconded the motion. The motion carried unanimously.

8. ADJOURN

Due to lack of a quorum¹, Presiding Chairman Berglan adjourned the meeting at 3:20 p.m. He then proceeded to the last agenda item, which was for information only.

D. 2024 ACOG Final Legislative Report (May)

Rachel Meinke gave a 2024 final legislative report presentation, which can be reviewed at this link: <https://www.acogok.org/wp-content/uploads/2024/05/May-2024-ACOG-Legislative-Report.pdf>

7. NEW BUSINESS

Chairman Glenn Berglan asked if there was any new business to be presented. No new business was presented.

ADOPTED THIS 27th DAY OF JUNE 2024.

CHAIR

SECRETARY/TREASURER

¹ A quorum consists of twelve (12) entities present. Several entities exited the meeting before the last agenda item was presented, thus leaving only 11 entities present – Goldsby, Calumet, Edmond, Luther, Moore, Norman, Oklahoma City, Slaughterville, Warr Acres, Logan County, and Oklahoma County.

CONSENT DOCKET



ATTACHMENT 5-A

SUBJECT:

FINANCE REPORT – MAY 2024 CLAIMS

DATE:

JUNE 27, 2024

FROM:

DEBORAH COOK, CPA

Finance Director

INFORMATION:

In accordance with the established ACOG claims list process, May claims were paid biweekly during the month. A copy of the [May claims](#) for payment is included for ratification. The May cash status report is also included for information.

ACTION REQUESTED:

Motion to ratify payment of all claims paid during the month of May 2024.

In accordance with the revised claims process, this list of claims paid in May 2024 is offered for the Board of Directors to ratify.

Anglin Public Relations <i>(Advertising)</i>	17,939.40
Aspen <i>(Cleaning)</i>	345.00
Astrin, Sharon <i>(Mileage)</i>	19.83
AT&T Mobility <i>(Telephone)</i>	82.46
Batteries Plus <i>(supplies)</i>	131.95
Bill Warren Office Products <i>(Supplies)</i>	127.65
CAPA Strategies LLC <i>(Special Project)</i>	16,250.00
Chase Card Services <i>(Supplies, Development) (2 months)</i>	155.54
Choate, Jeff <i>(Mileage 911)</i>	278.72
Ecointeractive, Inc. <i>(Software)</i>	7,946.90
Electradigital <i>(Internet - 911 \$9.00)</i>	1,645.58
First Choice Coffee Service <i>(Supplies)</i>	582.55

May 2024 Claims (Cont.)

Forest Park, Town of <i>(REAP E5f-2023-4)</i>	35,584.48
Gonul, Kristin <i>(Mileage - 911)</i>	159.31
Harrington, John <i>(Travel)</i>	20.64
Insurica <i>(Insurance - 911 - \$2,054.00)</i>	6,852.00
Jimenez, Jose <i>(Mileage)</i>	203.71
Kimley-Horn and Associates <i>(Subcontract)</i>	36,330.00
Langston City, Town of <i>(REAP Grant ED-T4-2023-4)</i>	12,475.00
Lindenmeyr Munroe <i>(Supplies)</i>	26.00
Management and Enterprise Services <i>(Internet - 2 months)</i>	588.00
Mudd Print & Promo <i>(Printing)</i>	639.33
Murray, Robin <i>(Institute supplies and Mileage - 911)</i>	177.63
Nobel Systems, Inc. <i>(Repairs and Maintenance)</i>	330.00

May 2024 Claims (Cont.)

Nuso, LLC <i>(Telephone)</i>	368.19
Oklahoma County Public Building Authority <i>(Office Rent)</i>	21,243.03
Oklahoma Shirt Co <i>(Advertising)</i>	1,120.55
Orlando, Town of <i>(REAP Grant E3e-2023-11)</i>	85,625.00
Peak Uptime <i>(Repairs & Maintenance - 2 months)</i>	3,476.84
Pendergraft, Art <i>(Consultant - UPWP - 2 months)</i>	11,666.00
Penna, Giovanni <i>(Travel - 911)</i>	626.55
Peter S White, P.C. <i>(Legal - 911 \$2,775.00)</i>	6,225.00
Pollard, Eric <i>(Mileage)</i>	168.53
R.K. Black <i>(Shredding)</i>	75.00
ROK Global Applications Group, LLC <i>(Hosting - 911 \$1,398.26)</i>	3,920.00
The Sanborn Map Co, Inc <i>(Supplies - Aerial Photos 911)</i>	12,302.36

May 2024 Claims (Cont.)

Scott Rice <i>(Furniture)</i>	11,861.88
Scout Benefits Group LLC <i>(FSA Benefits Administration)</i>	75.00
Standley Systems <i>(Copiers)</i>	1,172.24
Sweeney, Mark W <i>(Travel)</i>	5.00
Total Compliance Connection, LLC <i>(HR Consultant - 2 months)</i>	1,700.00
Verizon Wireless <i>(Telephone, Internet)</i>	174.45
TOTAL MAY CLAIMS	<u>\$ 300,697.30</u>

APPROVED THIS 27TH DAY OF JUNE 2024.

CHAIR

SECRETARY/TREASURER

ACOG CASH STATUS REPORT

FOR THE MONTH ENDED MAY 31, 2024

	CHASE OPERATING	CHASE SAVINGS	CERTIFICATES OF DEPOSIT	TOTAL
Beginning Balance				
<i>May 1, 2024</i>				
Cash	\$ 4,449,838.10	\$ 71,365.91	\$ 547,000.00	\$ 5,068,204.01
Petty Cash	101.63	-	-	101.63
Total Beginning Balance	<u>\$ 4,449,939.73</u>	<u>\$ 71,365.91</u>	<u>\$ 547,000.00</u>	<u>\$ 5,068,305.64</u>
Cash Receipts				
Grants & Contracts	\$ 769,861.50	\$ -	\$ -	\$ 769,861.50
Memberships	-	-	-	-
Transfers of Funds-	-	-	-	-
Interest/Dividend Earned	-	3.01	-	3.01
Miscellaneous-	3,039.06	-	-	3,039.06
Petty Cash - Reimbursement	86.18	-	-	86.18
Total Cash Receipts	<u>\$ 772,900.56</u>	<u>\$ 3.01</u>	<u>\$ -</u>	<u>\$ 772,903.57</u>
Cash Disbursements				
Personnel Cost	\$ 263,461.13	\$ -	\$ -	\$ 263,461.13
(detail next page)	-	-	-	-
Bank Service Charges	-	-	-	-
Investment Sweep Fee	-	-	-	-
Transfer of Funds	-	-	-	-
Claims Expenditures:	300,697.30	-	-	300,697.30
(detail next page)	-	-	-	-
Miscellaneous-	-	-	-	-
Petty Cash	42.19	-	-	-
Bike Fest Sponsorship See Note	500.00	-	-	500.00
Total Cash Disbursements	<u>\$ 564,658.43</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 564,658.43</u>
<i>May 31, 2024</i>				
Cash	\$ 4,658,080.23	\$ 71,368.92	\$ 547,000.00	\$ 5,276,449.15
Petty Cash	145.62	-	-	145.62
Total Ending Balance	<u>\$ 4,658,225.85</u>	<u>\$ 71,368.92</u>	<u>\$ 547,000.00</u>	<u>\$ 5,276,594.77</u>

Note: Bike Fest was scheduled for 05/04/24. Due to the forecast of severe weather, it was canceled and Sponsorship donations were refunded.

SCHEDULE OF GENERAL OPERATING EXPENSES

FOR THE MONTH ENDED MAY 31, 2024

Personnel Cost:

Salaries	145,900.87
Payroll Taxes	67,351.55
Payroll Processing Fees	868.68
Group Health & Life Insurance	22,072.02
Pension Contribution & Expense	24,961.07
EBC Flex Plan Contributions	2,197.78
United Way Contributions	109.16

Total Operating Personnel Expenditures	<u>\$ 263,461.13</u>
---	-----------------------------

Claims Expenditures:

Accounting and Auditing	-
Contract Personnel	-
Copiers	1,172.24
Credit Card	155.54
Development and Recruitment	-
Equipment & Furniture	15,338.72
Equipment Rental	-
Insurance	6,852.00
Internet Service	6,153.58
Legal	6,225.00
Maintenance & Repair - Equipment	330.00
Maintenance & Repair - Software	-
Mileage	976.16
Miscellaneous	-
Office Cleaning	345.00
Office Rent	21,243.03
Office Leasehold Improvements	-
Penalties	-
Postage	-
Printing	639.33
Professional Dues	-
Projects -911	-
Projects -CMAQ	16,250.00
Projects - UPWP	-
Projects-NonAttainment Studies Cost	-
Projects - REAP	133,684.48
Projects - Traffic Counts	-
Projects - Legislative Brunch	-
Public Education -	-
Public Notice/Advertising	19,059.95
Publications & Subscriptions	-
Sect 125 Plan Administration	75.00
Subcontracts/Consultants	49,696.00
Supplies	13,277.08
Supplies - Software	7,946.90
Telephone	625.10
Temporary Labor	-
Travel	652.19
Vehicle Expense	-

Total Claims Expenditures:	<u>\$ 300,697.30</u>
-----------------------------------	-----------------------------



SUBJECT:

REGIONAL CLEARINGHOUSE REVIEW AND COMMENT REPORT

DATE:

JUNE 27, 2024

FROM:

JOHN HARRINGTON
Water Resources Director

INFORMATION:

The following projects have been reviewed through the Clearinghouse Review Process by staff during the month. Final comment letters have been submitted to the applicant and can be viewed at: <https://www.acogok.org/wp-content/uploads/2024/06/Clearinghouse-Letters-June-2024-ACOG-BOD-Agenda.pdf>.

Agency Applicant: Secretary of Energy & Environment
Project Location: Statewide
Date Reviewed: June 3, 2024
Project Review Request: ID#F32401 - Statewide Stream and River Probabilistic Monitoring Network

Agency Applicant: Oklahoma Department of Environmental Quality
Project Location: Statewide
Date Reviewed: June 13, 2024
Project Review Request: ID#F132401 - Oklahoma Lead Testing in Schools_Child Care Centers Drinking Water Work Plan REVISED June 2024

Agency Applicant: Oklahoma Department of Environmental Quality
Project Location: Statewide
Date Reviewed: June 13, 2024
Project Review Request: ID#F132402 - Drinking Water State Revolving Fund (DWSRF)

Agency Applicant: Oklahoma Department of Environmental Quality
Project Location: Statewide
Date Reviewed: June 13, 2024
Project Review Request: ID#F132404 - FY25 PPG Workplan_FINAL

ACTION REQUESTED:

Motion to concur with staff assessment of submitted projects.



ATTACHMENT 5-C

SUBJECT:

ACOG METROPOLITAN PLANNING ORGANIZATION POLICY COMMITTEE (MPO PC) REPORT

DATE:

JUNE 27, 2024

FROM:

JOHN SHARP
Deputy Director

INFORMATION:

Requesting endorsement of the following regular agenda action items that are included in the [ACOG MPO PC](#) agenda as Items D-1 through D-3, if approved by the ACOG MPO PC:

- D-1 Amendments to the FFY 2024-2027 ACOG MPO Transportation Improvement Program: Jennifer Sebesta, TPS Division Manager *Action requested.*
- D-2 Proposed Final FY 2025 Unified Planning Work Program (UPWP) for the ACOG MPO Area: Jennifer Sebesta, TPS Division Manager *Action requested.*
- D-3 ACOG MPO Transportation Management Area 2020 Population by County and City: John Sharp, Deputy Director *Action requested.*

ACTION REQUESTED:

Motion to endorse ACOG MPO Policy Committee (PC) approval of action items D-1 through D-3, which are included in the June 27, 2024 ACOG MPO PC agenda and anticipated to be approved by the Committee.



SUBJECT:

CONSULTANT SERVICES CONTRACT FOR THE COMPREHENSIVE CLIMATE ACTION PLAN (CCAP) AND REMAINDER OF THE CLIMATE POLLUTION REDUCTION GRANT (CPRG)

DATE:

JUNE 27, 2024

FROM:

ERIC POLLARD

Air Quality & Clean Cities Manager
Transportation Planning Services

INFORMATION:

As you may recall, ACOG received \$1 million in planning funding for the EPA Climate Pollution Reduction Grant (CPRG) to develop a Priority Climate Action Plan (PCAP) and a Comprehensive Climate Action Plan (CCAP) for the OKC-MSA. Development of the PCAP allowed ACOG, as well as entities that did not directly receive a planning grant (ACOG members) to submit an EPA CPRG Implementation Grant funding application to implement measures included in the PCAP. ACOG staff (supported by a consultant, Stantec) gathered emissions reduction project ideas from over 30 ACOG member governments and other stakeholders for inclusion in the PCAP and the Implementation Grant application. EPA has indicated that award announcements are slated for end of July 2024.

The second major component of the CPRG is the CCAP and it is due to EPA on September 1, 2025.

The CCAP must include:

- An expanded greenhouse gas (GHG) inventory, emissions projections, reduction targets, and quantified GHG reduction measures
- A benefits analysis for the full geographic scope and population covered by the plan
- A low-income and disadvantaged communities benefits analysis
- A workforce planning analysis
- A plan to leverage other federal funding
- A review of an authority to implement

ACOG staff are requesting that the Executive Director be allowed to negotiate a contract with Stantec not to exceed \$450,000 for three years (including program progress reports). This contract will comply with the ACOG Procurement Policy by using a cooperative purchase agreement through the Houston -Galveston Area Council of Governments (HGAC). ACOG, as a member of that cooperative purchasing agency, is allowed to pick a company from their list of planning firms. These firms were pre-qualified for state or federal grants through a competitive process.

Updates on this contract and progress on the project will be provided to the Board on a regular basis.

For more information, contact Eric Pollard at epollard@acogok.org or (405) 234-2264.

ACTION REQUESTED:

Motion to authorize the Executive Director to negotiate and execute an agreement with Stantec to develop a Comprehensive Climate Action Plan and the remainder of the Climate Pollution Reduction Grant (including program progress reports) at a total cost not to exceed \$450,000 for a period of three years.



SUBJECT:

RENEW TRANSPORTATION MODELING CONSULTANT SERVICES AGREEMENT

DATE:

JUNE 27, 2024

FROM:

JOHN M. SHARP

Deputy Director

INFORMATION:

On June 27, 2019, the Board of Directors authorized the ACOG Executive Director to negotiate and execute a Consultant Retainer Agreement with Art Pendergraft for assistance with the FY 2020 Unified Planning Work Program tasks and related transportation modeling projects for a 12-month period beginning July 1, 2019. This contract included an option to renew, subject to the concurrence of the ACOG Board of Directors.

In June 2023, the ACOG Board approved the option for a fourth time to renew the Consultant Retainer Agreement. Staff recommends that ACOG exercise the option again to renew the Consultant Retainer Agreement at a cost of \$70,000 for a 12-month period.

ACTION REQUESTED:

Motion to authorize the ACOG Executive Director to exercise the option to renew and execute the Consultant Retainer Agreement with Art Pendergraft for the 12-month period beginning July 1, 2024 for a fee not to exceed \$70,000.



ATTACHMENT 5-F

SUBJECT:

2025 ACOG RURAL ECONOMIC ACTION PLAN (REAP) ORGANIZATIONAL PLAN

DATE:

JUNE 27, 2024

FROM:

SHARON ASTRIN

Community & Economic Development (CED) Manager

INFORMATION:

The State of Oklahoma's rural economic development initiative creates opportunities for less populated communities to undertake community and economic development projects identified by them. The Rural Economic Action Plan (REAP) of 1996 establishes a planning process for cities, towns, and counties that could enable them to secure grant funds for economic development projects and infrastructure projects. The Councils of Government (COGs) throughout the state are identified to help facilitate the planning process and to generate the regional, organizational plan. Additionally, the COGs are required to review the regional organizational plan, each year, and advise the Oklahoma Department of Commerce (ODOC) of changes or revisions to the plan, if any.

The REAP Organizational Plan (refer to next page) states that there are 10 project categories, of which 80 percent of the allocated REAP funds must be spent on infrastructure projects outlined in the first six (6) categories listed in the Plan, and the remaining 20 percent of the funds can be spent in the last four (4) categories of projects. (Pages 6-D-3 to 6-D-6 of the attached enclosure list the 10 categories). In order to proceed with the 2025 cycle of REAP grants, staff is proposing that the attached REAP Organizational Plan be adopted by the Board of Directors as the ACOG Organizational Plan, and then forwarded for filing with ODOC. This Plan sets forth the eligible entities in the ACOG region and recites the ten (10) allowable project categories for REAP projects. Any funding for 2025 REAP grants is contingent upon receiving the REAP appropriations from the State of Oklahoma.

Upon filing the Organizational Plan with ODOC, signed copies will be available from ACOG, upon request.

ACTION REQUESTED:

Motion to adopt the attached 2025 ACOG Rural Economic Action Plan (REAP) Organizational Plan, and to authorize the Executive Director to negotiate and execute a contract with the Oklahoma Department of Commerce to receive the 2025 REAP grant funds allocated for the ACOG region.

Association of Central Oklahoma Governments

2025 Rural Economic Action Plan

Organizational Plan

ACOG is a voluntary association of local governments joined together to work on common interests, for the economic improvement of each member entity and the overall benefit of the region. The Association membership is made up of the counties of Canadian, Cleveland, Logan, and Oklahoma, and all cities and towns having some jurisdiction within the four listed counties.

In June 1966, the local governments of Central Oklahoma created ACOG under the authority provided by State enabling legislation known as the Inter-Local Cooperation Act (74 O.S. §§ 1001 - 1008.) As of January 2021, ACOG has 40 member governments, consisting of city, town, and county jurisdictions. All local governments in the ACOG region are eligible for membership. In total, the ACOG region represents a population of 1,295,780 (2020 Census Bureau) persons encompassing an area of just over 2,890 square miles.

Section 1. The following cities and towns with a population of less than 7,000 are within the ACOG region:

Canadian County	Population*
Calumet	472
Geary (pt.)	135
Okarche (pt.)	275
Union City	1,936
Cleveland County	Population*
Etowah	161
Lexington	2,019
Slaughterville	4,230
Logan County	Population*
Cashion (pt.)	256
Cedar Valley	422
Cimarron City	163
Coyle	355
Crescent	1,349
Langston	1,663
Marshall	220
Meridian	16
Mulhall	226
Orlando	130

* 2022 Population from the U.S. Bureau of the Census. Same numbers used by ACOG Board for FY 2025 Dues.

Oklahoma County	Population*
Arcadia	172
Forest Park	1,041
Harrah	6,425
Jones	3,012
Lake Aluma	89
Luther	1,521
Nichols Hills	3,826
Nicoma Park	2,295
Smith Village	50
Spencer	3,905
Valley Brook	648
Woodlawn Park	153

Section 2. Funds from the REAP fund account at the Oklahoma Department of Commerce will be awarded to projects determined by: public input to the ACOG Board of Directors, the region's Rural Economic Action Plan, and an evaluation of the financial needs of the four county area. Public meetings will be held by municipalities in the region and suggestions will be accepted from legislators and other interested parties.

In 2010, pursuant to legislative enactment of House Bill 3291, significant changes were made to the REAP enabling legislation that modified the types of projects eligible for REAP funds and the amounts allocated to those projects. Under these new provisions, **80% of REAP funds must be spent for projects appearing in the first six (6) categories listed below. Funding may be awarded to projects in the last four (4) categories of the remaining 20% of funding allocation.** The examples of projects listed under each category are intended to be illustrative and are not intended to be exhaustive or exclusive. They are intended to serve as practical guidelines for projects that can be funded under each category.

1. **Rural water quality projects, including acquisition, treatment, distribution, and recovery of water for consumption by humans or animals or both, *including but not limited to the following projects for installation, construction, rehabilitation, reconstruction, operation or maintenance of water systems:***
 - a. Land acquisition for water projects
 - b. Costs for planning, engineering, and designing water projects
 - c. Costs for hydraulic testing and analysis
 - d. Wells, test wells, well houses, blending stations, chlorine booster stations, water towers, standpipes, water storage tanks, pump houses, water treatment plants, security fencing, and other water related structures
 - e. Waterlines, pumps, pressure booster pumps, transfer pumps, motors, valves, shut off valves, fire hydrants, water meters, master meters, emergency generators, metal detectors to locate pipes, filters filter media, water chlorinator, telemetry monitoring system with alarms, or other water related equipment or parts
 - f. Backhoes, trenchers, or other water related vehicles required to install or maintain water systems

* 2022 Population from the U.S. Bureau of the Census. Same numbers used by ACOG Board for FY 2025 Dues.

2. **Rural solid waste disposal, treatment or similar projects** *including but not limited to the following projects for installation, construction, rehabilitation, reconstruction, operation, or maintenance of solid waste systems:*
 - a. Land acquisition for solid waste projects
 - b. Costs for planning, engineering, and designing solid waste projects
 - c. Collection facilities, landfills, transfer stations, and other solid waste related structures
 - d. Packer trucks and other solid waste related vehicles
 - e. Dumpsters, poly carts, and other solid waste related equipment
3. **Rural sanitary sewer construction or improvement projects** *including but not limited to the following projects for installation, construction, rehabilitation, reconstruction, operation, or maintenance of sanitary sewer systems:*
 - a. Land acquisition for sanitary sewer projects
 - b. Costs for planning, engineering, and designing sanitary sewer systems
 - c. Sanitary Sewer Evaluation Survey (SSES), smoke testing, in-line camera inspection, flow monitoring, manhole evaluations, and other sanitary sewer related testing
 - d. Lagoons, transfer stations, treatment facilities, and other sanitary sewer related structures
 - e. Sewer lines, force mains, interceptor lines, lift stations, lift pumps, pumps, center pivot irrigation systems and parts, rip rap, emergency generators, pipe locators, high pressure hoses, debris screens, clarifier and trickling filters, diffused aeration system, bentonite for lagoons, grinder pumps, grinders, lagoon baffles, aerators, lagoon liners, and other sanitary sewer related equipment or parts
 - f. Sewer rodding machines, high pressure sewer jet, trenchers, or other sanitary sewer related vehicles
4. **Rural road or street construction or improvement projects** *including but not limited to the following projects for installation, construction, rehabilitation, reconstruction or resurfacing roads, streets, bridges and sidewalks:*
 - a. Costs for planning, engineering, and designing roads, streets, bridges, and ADA compliant sidewalks
 - b. Concrete, asphalt, chip and seal, and other road and street related material
 - c. County maintenance shops and other road and street related structures
 - d. Road easement purchases
 - e. Sidewalks with ADA compliant crosswalks, curb and guttering, pavement markings, drainage improvements, parking lots, and other similar projects
 - f. Traffic signals and signs, street signs, school crossing signals and signs, street lights, culverts, and other road and street related equipment
 - g. Dump trucks, laydown machines, graders, dozers, loaders, and other road and street related vehicles
5. **Provision of rural fire protection services and public safety services** *including but not limited to the following projects:*
 - a. Land acquisition for fire stations, police stations, emergency shelters, animal shelters, or other fire protection or public safety services related projects
 - b. Costs for planning, engineering, and designing fire stations, police stations, storm shelters, animal shelters, or other fire protection or public safety services related projects
 - c. Costs for construction, expansion, rehabilitation, refurbishment, or other building expenses for fire stations, police stations, emergency shelters, animal shelters, or other fire protection or public safety services related projects
 - d. Storm siren and tower, emergency radios, emergency portable radios, emergency pagers, emergency generators, automatic electronic defibrillator (AED), rescue tools,

- compressor system, jaws of life, air tanks, and other fire protection or public safety services related equipment
 - e. Pumpers, trucks, tanker trucks, tanker tenders, grass rigs, brush trucks, wildland fire trucks, skid steers, and other fire protection services related vehicles
 - f. Sirens, lightbars, ladders, hose, skid steer attachments, fire swatters, nozzles, ventilation fans, skid units, water tanks, pond drop buckets, rescue saws, jaws of life, and other fire services equipment for fire protection related vehicles
 - g. Self-contained breathing apparatus (SCBAs), Cascade SCBA refilling station, Scott air-packs and carbon cylinders, personal alert safety system (PASS) devices, bunker gear, or other personal protection equipment for fire protection services personnel
 - h. Police cars, animal control trucks, lake patrol rescue boat, and other related public safety services related vehicles
 - i. Sirens, lightbars, prisoner transport partitions, radars, in-car video cameras, animal control transport boxes, shotgun racks, spotlights, and other public safety services vehicle equipment
 - j. Costs for planning, engineering, and designing 911 call centers, dispatch centers, and telecommunication facilities or systems
 - k. Costs for installing, constructing, reconstructing, or otherwise improving 911 call centers, dispatch centers, and telecommunication facilities or equipment
 - l. Interoperable emergency communication radio system, 911 addressing, call center radio equipment, call center computers required for dispatching (no office computers), call center Computer Aided Dispatch (CAD) software, 911 wiring or cables, emergency generator, repeaters, and other 911 related equipment
6. **Expenditures designed to increase the employment level within the jurisdiction of the entity** *including but not limited to the following provided there is a nexus to increased employment levels:*
- a. Land acquisition for business or economic development
 - b. Costs for planning, engineering, and designing buildings or industrial parks for business and economic development
 - c. Costs for construction, expansion, rehabilitation, refurbishment, hazard mitigation, or other building expenses for business and economic development
 - d. Feasibility or market studies and plans
 - e. Costs for installing, constructing, reconstructing or otherwise improving water, sanitary sewer, rail spur, and roads and streets to or within an industrial park
 - f. Business incubators
7. **Provision of health care services, including emergency medical care, in rural areas** *including but not limited to:*
- a. Land acquisition for hospitals, emergency care centers, and other health care and emergency medical care related projects
 - b. Costs for planning, engineering, and designing hospital, helo-pads, health care facilities, or emergency care facilities
 - c. Costs for construction, expansion, rehabilitation, refurbishment, or other building expenses for health care services and emergency care facilities
 - d. Ambulances and other emergency medical care vehicles
 - e. Automatic electronic defibrillator (AED), transport ventilator, gurney, and other non-consumable equipment for outfitting ambulances and other emergency medical care vehicles
8. **Construction or improvement of telecommunication facilities or systems** *including but not limited to:*
- a. Wireless equipment and devices, broadband equipment and devices, optic fiber and other telecommunication related equipment
 - b. Telephone systems including system equipment

9. **Improvement of municipal energy distribution systems** *including but not limited to:*
 - a. Costs for planning, engineering, and designing municipal system distribution structures and systems
 - b. Costs for installing, constructing, reconstructing, or otherwise improving electric substations and other municipal energy distribution structures and systems
 - c. Poles, wire, switches, voltage regulators, conductors, transformers, natural gas lines, gas meters, and other municipal energy distribution system equipment
 - d. Aerial bucket trucks and other municipal energy distribution system vehicles
10. **Community buildings, courthouses, town halls, senior nutrition centers, meeting rooms or similar public facilities** *including but not limited to:*
 - a. Costs for planning, engineering, and designing public buildings and facilities
 - b. Costs for constructing, reconstructing, rehabilitating, hazard mitigation or otherwise improving public buildings and facilities
 - c. Sound systems, heat/air condition units, electrical system upgrades, security cameras, security fencing, elevator, ceiling fans, kitchen equipment (senior nutrition centers and community centers only), and other furniture, fixtures, and equipment for public buildings and facilities
 - d. Lighting, parking lots, sidewalks, septic systems, fire sprinkler system, alarm systems, emergency generator, parking blocks, security fencing, and other related public building and facilities related projects
 - e. Libraries, museums, and park pavilions

Section 3. Cities and Towns with a population below 7,000 persons are eligible to receive REAP funds. County projects are eligible to receive REAP funds for the benefit of unincorporated areas below 7,000 population.

Section 4. Ineligible projects. Ineligible projects include activities not encompassed within the above ten (10) eligible project categories and not meeting the statutory population thresholds and include:

- a. Consumable goods and office supplies
- b. Personnel costs
- c. Park projects including park maintenance equipment (except community centers and similar public facilities located in parks which are eligible- see #10 above)
- d. Fairground projects (except community centers and similar public facilities located in fairgrounds which are eligible- see #10 above)
- e. Mowers and lawn equipment
- f. Veterans memorials
- g. Codification of ordinances
- h. Capital Improvement Plans (CIP)
- i. Comprehensive land use Plans
- j. Housing projects/programs (demolition, emergency repair, rehabilitation, and construction)
- k. County maintenance barns or any other district-wide projects for county commission districts with a population of 7,000 or greater

Section 5. All funds expended from the ACOG REAP Fund shall be made in the manner as provided by law for the expenditure of public funds and will be accordingly accounted for in the same manner as other public funds.

Funds distributed on behalf of unincorporated county areas will be accounted for on subsidiary ledgers of ACOG, or by the county requesting the funds and accounted for in the same manner as other public funds.

Section 6. A set of criteria and numerical ranking and rating system will be adopted by the ACOG Board of Directors to be used as a guide to help select projects for funding from the REAP Fund. All eligible projects will be reviewed and ranked.

Section 7. ACOG participates in the Oklahoma Department of Commerce (ODOC) CDBG/REAP program, and ACOG applicants must be ACOG REAP-eligible in order to apply for the ODOC CDBG/REAP program.

Dated this _____ day of _____, 2024

Association of Central Oklahoma Governments

Chair

Attest:

Secretary/Treasurer

Approved:

Mark W. Sweeney, AICP
Executive Director



ATTACHMENT 5-G

SUBJECT:

**EXTENSION REQUEST FOR RURAL ECONOMIC ACTION PLAN (REAP) GRANT
RECIPIENT – TOWN OF HARRAH**

DATE:

JUNE 27, 2024

FROM:

SHARON ASTRIN

Community & Economic Development Manager

INFORMATION:

The Town of Harrah was awarded REAP Grant #E3E-2023-6 in the amount of \$150,000 in 2023 for new wastewater and collection system lines. On April 3, 2024, they requested a ninety (90) day extension to complete the work. Today, they request an additional 120-day extension due to further delays. Attached is the letter from the Town of Harrah requesting additional time. Also attached is the first request letter.

This extension would be set to last 120 days from approval, until October 27, 2024. ACOG staff concurs with this requested extension.

ACTION REQUESTED:

Motion to approve a REAP Grant extension to the Town of Jones #E3-2023-6.



City of Harrah

PO BOX 636 * 19625 NE 23rd * Harrah, OK 73045 * 405-454-2951 * fax 405-454-2130

June 14th, 2024

Association of Central Oklahoma Governments
4205 N Lincoln Blvd
OKC, OK 73105

Re: City of Harrah REAP Grant #E3-2023-6 Contract Extension

Dear Maria DeLoera,

We would like to request a contract extension for our project that replaces the bar screens at our wastewater treatment facility. We would like to extend the contract to December 31, 2024.

Our contractor, Quicksilver Utility Contracting, provided and schedule of work from the manufacturer SAVECO North America in January 2024. Soon after that, our engineer should have received submittals to review. No activity for several months. The contractor has reached out numerous times with no feedback from the manufacturer. Finally, Myers Engineering received submittals on May 8, 2024. Those were accepted and sent to the contractor mid-May. He in turn sent them to SAVECO the same day. Again, the contractor experienced the same communication delays regarding the estimated time of arrival of the equipment needed for the project. Today our engineering team heard from SAVECO. The bar screens are in production. The estimated time of delivery for the equipment is early to mid-October 2024. The Contractor needs at least 3 weeks to complete the install. We are asking for a few extra days to allow for any unforeseen issues as well as inclement weather.

To date we have spent \$11,330.30 on engineering.

Thank you for considering our request. We greatly appreciate your support of our project.

Sincerely,

Matt Mears
City Manager

RURAL ECONOMIC ACTION PLAN



Association of Central Oklahoma Governments

4205 N. Lincoln Blvd. | Oklahoma City, OK 73105 | 405.234.2264 | acogok.org

AMENDMENT TO REAP GRANT CONTRACT #E3-2023-6

On or about March 3, 2023, the parties hereto, the Association of Central Oklahoma Governments (ACOG) and the Town of Harrah (Recipient), entered into a grant contract for project E3-2023-6, a copy which is attached for reference. The agreement provides that the parties may mutually agree to revise the grant contract.

The parties have agreed to extend the term of the contract period to allow the Recipient to complete the subject project.

For good and valuable consideration and the same time having been administratively approved by the ACOG Executive Director and the Recipient, the parties hereto mutually agree to amend and extend the term of the contract period to complete the subject grant project from February 29, 2024, to May 31, 2024.

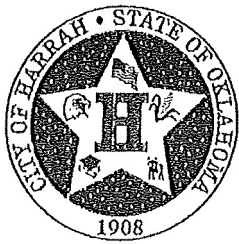
This amendment is effective on this 25th day of January.

Recipient: Town of Harrah

Association of Central Oklahoma
Governments

Hon. Danny Trent
Mayor

Mark W. Sweeney, AICP
Executive Director



City of Harrah

PO Box 636 * 19625 NE 23rd St. * Harrah, OK 73045 * 405-454-2951 * fax 405-454-2130

January 23, 2024

Maria DeLoera
Association of Central Oklahoma Governments
4205 N. Lincoln Blvd.
Oklahoma City, OK 73105

Re: ACOG REAP Grant, WWTP Bar Screen Replacement, City of Harrah

Dear Ms. DeLoera,

This letter is to request a 90 day extension for the City of Harrah Wastewater Treatment Plant Bar Screen Replacement project. The permitting process for the project took much longer than was anticipated. The extension will accommodate the now complete permitting process and bidding process.

Sincerely,

Danny Trent, Mayor



ATTACHMENT 5-H

SUBJECT:

**EXTENSION REQUEST FOR RURAL ECONOMIC ACTION PLAN (REAP) GRANT
RECIPIENT - TOWN OF JONES**

DATE:

JUNE 27, 2024

FROM:

SHARON ASTRIN

Community & Economic Development Manager

INFORMATION:

The Town of Jones was awarded REAP Grant #E3E-2023-7 in the amount of \$150,000 in 2023 for new wastewater and collection system lines. On April 3, 2024, they requested a ninety (90) day extension to complete the work. Today, they request an additional ninety (90) day extension due to further delays. Attached is the letter for the Town of Jones requesting additional time. Also attached is the first request letter.

This extension would be set to last ninety (90) days from approval, until September 17, 2024. ACOG staff concurs with this requested extension.

ACTION REQUESTED:

Motion to approve a REAP Grant extension to the Town of Jones #E3-2023-7.

TOWN OF JONES CITY
110 E. Main St.
Jones, OK 73049

June 17, 2024

Mr. Mark Sweeney
Executive Director
Association of Central Oklahoma Governments
4205 N Lincoln Blvd
Oklahoma City, OK 73105

RE: ACOG REAP Sewer Collection System Improvements
REAP Grant No. – 2023 REAP Grant E3E-2023-07
Town of Jones City

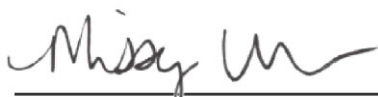
Dear Mr. Sweeney:

On behalf of the Town of Jones, we respectfully request a 90-day extension on the above referenced project. The Town of Jones is seeking additional time to complete all work on the sewer system. Infrastructure Solutions Group has received an application for permit to construct from the Oklahoma Department of Environmental Quality (ODEQ) on behalf of the Town of Jones. Therefore, we are currently in the design and bidding phase of this project.

We will continue to keep you updated as to the progress of this work, as required. Should you have any questions please contact our engineer Stephen Frosch at (405) 848-5578.

Sincerely,

Town of Jones



Missy Wilkinson
Town Administrator

Project No. JON-23-02

cc: Dan Wells, Mayor, Town of Jones
Tim Weathers, PWA Director, Town of Jones
Dale Burke, President, Infrastructure Solutions Group LLC
Stephen Frosch, Branch Manager, Infrastructure Solutions Group LLC

RURAL ECONOMIC ACTION PLAN



Association of Central Oklahoma Governments

4205 N. Lincoln Blvd. | Oklahoma City, OK 73105 | 405.234.2264 | acogok.org

AMENDMENT TO REAP GRANT CONTRACT #E3E-2023-7

On or about February 28, 2023, the parties hereto, the Association of Central Oklahoma Governments (ACOG) and the Town of Jones (Recipient), entered into a grant contract for project E3E-2023-7, a copy which is attached for reference. The agreement provides that the parties may mutually agree to revise the grant contract.

The parties have agreed to extend the term of the contract period to allow the Recipient to complete the subject project.

For good and valuable consideration and the same time having been administratively approved by the ACOG Executive Director and the Recipient, the parties hereto mutually agree to amend and extend the term of the contract period to complete the subject grant project from February 29, 2024, to May 31, 2024.

This amendment is effective on May 2, 2024.

Recipient: Town of Jones

Association of Central Oklahoma
Governments

A handwritten signature in black ink, appearing to read "Missy W.", written over a horizontal line.

Missy Wilkinson, Mayor

A handwritten signature in black ink, appearing to read "Mark W. Sweeney", written over a horizontal line.

Mark W. Sweeney, AICP
Executive Director



April 3, 2024

Attn: Missy Wilkinson
Town of Jones City
Mayor
110 E. Main St,
Jones, OK 73049

RE: JON-23-02 ACOG Franklin Street Sewer Project

Ms. Wilkinson,

Please see the below scope of work and timeline as requested from ACOG:

- | | |
|---------------------------------|---|
| • Survey – | Completed |
| • Design – | Completed |
| • ODEQ Permit – | In progress, Estimated 5/8/2024 |
| • Bidding – | In progress, Estimated 5/8/2024 – 5/29/2024 |
| • Pre-Construction Conference – | Estimated 6/12/2024 |
| • Construction – | Estimated 6/24/2024 – 8/23/2024 |

If you have any questions or need any additional information, please do not hesitate to contact us.

Sincerely,
Infrastructure Solutions Group LLC

Stephen Frosch, E.I.
Project Engineer / Oklahoma City Branch Manager

Enclosures

DB/SF/dv

File – JON-23-02

TOWN OF JONES CITY
110 E. Main St.
Jones, OK 73049

April 3, 2024

Mr. Mark Sweeney
Executive Director
Association of Central Oklahoma Governments
4205 N Lincoln Blvd
Oklahoma City, OK 73105

RE: ACOG REAP Sewer Collection System Improvements
REAP Grant No. – 2023 REAP Grant E3E-2023-07
Town of Jones City

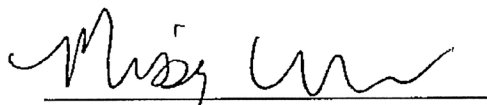
Dear Mr. Sweeney:

On behalf of the Town of Jones, we respectfully request a 90-day extension on the above referenced project. The Town of Jones is seeking additional time to complete all work on the sewer system. Infrastructure Solutions Group has completed design and submitted an application for permit to construct to the Oklahoma Department of Environmental Quality (ODEQ) on behalf of the Town of Jones. Therefore, we are currently in the design and bidding phase of this project.

We will continue to keep you updated as to the progress of this work, as required. Should you have any questions please contact our engineer Stephen Frosch at (405) 848-5578.

Sincerely,

Town of Jones


Missy Wilkinson
Mayor

Project No. JON-23-02

cc: Tim Weathers, PWA Director, Town of Jones
Dale Burke, President, Infrastructure Solutions Group LLC
Stephen Frosch, Branch Manager, Infrastructure Solutions Group LLC

**REGULAR AGENDA
ITEMS THAT MAY REQUIRE
ACOG BOD ACTION**



ATTACHMENT 6-A

SUBJECT:

**REVISED SERVICE AGREEMENT BETWEEN ACOG AND 911 ACOG FOR
FY 2025**

DATE:

JUNE 27, 2024

FROM:

MARK W. SWEENEY, AICP
Executive Director

INFORMATION:

After the creation of 911 ACOG in 1988, a Service Agreement was established to allow ACOG to serve as the administrative agency for 911 ACOG. This service entails providing staffing, financial operations, facilities, supplies, and other forms of administrative assistance to 911 ACOG. The [original Agreement](#), which is attached to this memo, has not been reviewed or updated in 36 years.

Based on the advice of our legal counsel, it has been recommended that the document be revised to be more current and that it should be approved annually by both Boards in conjunction with the approval of the Annual Budget and Work Plan for each fiscal year. A copy of the [revised Service Agreement](#) is attached for your consideration.

ACTION REQUESTED:

Motion to approve the staff recommended Revised Service Agreement between ACOG and 911 ACOG for FY 2025.

SERVICE AGREEMENT
BETWEEN
ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
AND
911 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS

This Service Agreement, by and between the Association of Central Oklahoma Governments (ACOG) and the 911 Association of Central Oklahoma Governments (911 Association), is entered into by the parties pursuant to to the Nine-One-One Emergency Number Act, 63 O.S.Supp.1987, Section 2811, et seq, as amended, and the Agreement creating the 911 Association, approved by the Oklahoma Attorney General April 6, 1988.

Whereas, ACOG and the 911 Association have determined to enter into this agreement to accomplish and facilitate implementation and operation of the enhanced 911 emergency telephone system on behalf of its member cities, towns and counties (members); and

Whereas, the members have been authorized by law and/or at elections held for that purpose, to levy and impose the user fee/tax for and otherwise acquire and implement an emergency telephone number system; and

Whereas, the parties have determined that the joint administration for all members of the area-wide system will be most effectively and economically obtained through this agreement providing for such administration by ACOG on behalf of the 911 Association.

The parties hereby agree:

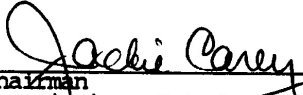
(1) ACOG shall be responsible, as the administrative agency on behalf of the 911 Association under this agreement, for the acquisition, implementation and administration of the joint 911 Association emergency telephone number system.

(2) ACOG shall provide and supervise such employees, office space, services, equipment and supplies as shall be necessary or appropriate for the acquisition and operation of said system, as shall be determined by the respective Boards of Directors of the parties, and set forth in annual work programs and budgets adopted by such respective Boards.

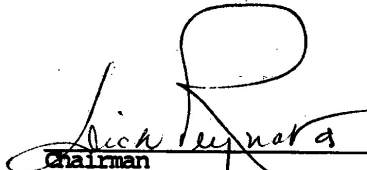
(3) The Executive Director of ACOG shall serve as Executive Director of the 911 Association.

(4) The 911 Association shall receive each month, pursuant to resolution adopted by the governing board of each member, the revenues derived from the user fee/tax, and upon payment of all installation and operating expenses and costs, shall remit the net proceeds, if any, monthly to each respective member.

Approved this 30 day of June, 1988.

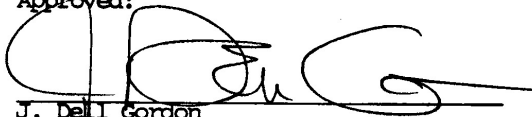


Chairman
Association of Central
Oklahoma Governments



Chairman
911 Association of Central
Oklahoma Governments

Approved:



J. Dell Gordon
Legal Counsel

REVISED

SERVICE AGREEMENT BETWEEN ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS AND 911 ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS

This Service Agreement, by and between the Association of Central Oklahoma Governments (ACOG) and the 911 Association of Central Oklahoma Governments (911 ACOG), is entered into by the parties pursuant to the Nine-One-One Emergency Number Act, 63 O.S. Supp. 1987, Section 2811, et seq., as amended, and the Agreement creating 911 ACOG, approved by the Oklahoma Attorney General, April 6, 1988.

WHEREAS ACOG and the 911 ACOG have determined to enter into this Service Agreement to accomplish and facilitate implementation and operation of the enhanced 911 emergency telephone system on behalf of its member cities, towns, and counties (members); and

WHEREAS the members have been authorized by law and/or at elections held for that purpose, to levy and impose the user fee/tax for and otherwise acquire and implement an emergency telephone number system; and

WHEREAS the parties have determined that the joint administration for all members of the area-wide system will be most effectively and economically obtained through this agreement providing for such administration by ACOG on behalf of 911 ACOG.

The parties hereby agree to the following terms and conditions.

1. ACOG shall be responsible as the administrative agency on behalf of 911 ACOG under this Service Agreement, for the acquisition, implementation and administration of the joint 911 ACOG emergency telephone number system.
2. ACOG shall provide and supervise such employees, office space, services, equipment, and supplies as shall be necessary or appropriate for the acquisition and operation of said system, as shall be determined by the respective Boards of Directors of the parties and set forth in annual budgets adopted by such respective Boards.
3. The Executive Director of ACOG shall serve as Executive Director of 911 ACOG.
4. The State of Oklahoma collects 911 Service Fees from each device or service with the ability to dial 911 for emergency calls. When 911 ACOG receives its portion of such fees, they are allocated as directed by 911 ACOG Board of Directors to ECC refunds, 911 ECC regional grant funding pool, and 911 ACOG. The ECC refunds are distributed the month after the funds are received from the Oklahoma Tax Commission (OTC).
5. The term of this Service Agreement shall be congruent with each fiscal year (July 1 through June 30).
6. The fiscal year budget regarding 911 emergency telephone service approved annually by the Boards of Directors of the parties is incorporated by reference in this Service Agreement.

7. This Service Agreement was approved by the parties by affirmative vote of the respective Boards of Directors on the ____ day of June _____. This Service Agreement may be renewed and/or amended annually by an affirmative vote of the respective Boards of Directors of the parties.

Chair
Association of Central Oklahoma Governments

Chair
911 Association of Central Oklahoma Governments

Executive Director
Association of Central Oklahoma Governments
911 Association of Central Oklahoma Governments

APPROVED AS TO FORM

Legal Counsel



ATTACHMENT 6-B

SUBJECT:

FY 2025 ACOG LEASE AGREEMENT WITH THE OKLAHOMA COUNTY PUBLIC BUILDING AUTHORITY

DATE:

JUNE 27, 2024

FROM:

MARK W. SWEENEY, AICP
Executive Director

INFORMATION:

ACOG's lease agreement with the Oklahoma County Public Building Authority (OCPBA) expires June 30, 2024, and ACOG needs to enter into a new lease agreement. The new lease term will commence July 1, 2024, and end June 30, 2025. Therefore, authorization needs to be made for the Executive Director to negotiate and enter into an agreement with OCPBA to provide leasehold services for the next 12 months.

The office lease agreement cost for this time period will be \$21,940.16 monthly, which equates to \$263,281.92 for the fiscal year. The increase in rent from FY 2024 (\$14.69 per sq. ft. to \$15.18 per sq. ft. for the approximate 17,344 sq. ft. of space) is due to an annual reassessment of price per square foot by OCPBA.

ACTION REQUESTED:

Motion to authorize the Executive Director to negotiate and execute an agreement with the Oklahoma County Public Building Authority to provide leasehold services for the next 12 months for an amount not to exceed \$263,281.92 for FY 2025.



SUBJECT:

CONSIDERATION OF FY 2025 ACOG ANNUAL BUDGET AND WORK PLAN

DATE:

JUNE 27, 2024

FROM:

MARK W. SWEENEY, AICP
Executive Director

INFORMATION:

The FY 2025 Budget for the Association of Central Oklahoma Governments is presented to the Board of Directors pursuant to the Agreement creating ACOG and as recommended by the ACOG Budget Committee. The Budget Committee met in two sessions (June 7 and June 20) to develop their recommendations. At the meeting on June 20, 2024, they recommended the budget document, which can be accessed at:

<https://www.acogok.org/wp-content/uploads/2024/06/ACOG-BOD-FY-2025-Budget.pdf>

The proposed budget also includes the FY 2025 Membership Dues Assessment, Revised Personnel Classification and Pay Plan, Fee Schedule for Services, and Updated Membership Lists for Boards and Committees. An overview of the recommended FY 2025 Budget and Work Plan will be presented at the June 27 ACOG Board meeting.

ACTION REQUESTED:

Motion to approve, as presented herein, the recommended Fiscal Year 2025 (July 1, 2024 – June 30, 2025) Annual Budget and Work Plan, which includes:

- FY 2025 Membership Dues Assessment
- Revised Personnel Classification and Pay Plan
- Fee Schedule for Services
- Updated Membership Lists for Boards and Committees

for the Association of Central Oklahoma Governments.