



# ACOG BOARD OF DIRECTORS



Chair

**Brian Grider**  
Mustang Mayor

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Vice-Chair

**Glenn Berglan**  
Goldsby Trustee

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Secretary/Treasurer

**Shelli Selby**  
Yukon Councilmember

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Executive Director

**Mark W. Sweeney, AICP**

**AGENDA:** THURSDAY  
SEPTEMBER 26, 2024  
1:45 P.M.

Association of Central Oklahoma Governments

4205 N. Lincoln Blvd. | Oklahoma City, OK 73105 | 405.234.2264 | [acogok.org](http://acogok.org)

**THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS BOARD OF DIRECTORS (ACOG BOD) WILL HOLD A REGULAR MEETING ON THURSDAY, SEPTEMBER 26, 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](mailto:title.vi@acogok.org)) by 5 p.m. Monday, September 23, if you require accommodations pursuant to the Americans with Disabilities Act or Section 504 of the Rehabilitation Act.

## AGENDA

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1. **CALL TO ORDER** ([ATTACHMENT 1](#))
2. **APPROVAL OF THE AUGUST 29, 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

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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 – August 2024 Claims: Deborah Cook, CPA, Finance Director ([ATTACHMENT 5-A](#)) *Action requested.*
- B. Extension Request for Rural Economic Action Plan (REAP) Grant Recipient – Town of Langston: Sharon Astrin, Community & Economic Development Manager ([ATTACHMENT 5-B](#)) *Action requested.*
- C. Sale/Disposal of ACOG Surplus Items: Julie A. Smedlund, Information Technology & Facilities Management Director ([ATTACHMENT 5-C](#)) *Action requested.*

## END OF CONSENT DOCKET

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

- A. Consideration of Amendment to the ACOG General Counsel Current Contract for Legal Services: Mark W. Sweeney, AICP, Executive Director ([ATTACHMENT 6-A](#)) *Action requested.*
- B. Consideration of the Renewal of the ACOG General Counsel Contract for Legal Services: Mark W. Sweeney, AICP, Executive Director ([ATTACHMENT 6-B](#)) *Action requested.*
- C. Consideration of Annual Compensation Adjustment for the Executive Director as Recommended by the ACOG Executive Committee  
or  
Enter into Executive Session to Discuss Confidential Information Related to the Requested Action as Authorized by 25 O.S. (2018 Supp), Section 307 (B)(1): Chair Brian Grider, Mustang Mayor ([ATTACHMENT 6-C](#)) *Action requested.*
- D. Renewal of the Watch for Me OK Services Agreement with Anglin Public Relations (PR): John Sharp, Deputy Director ([ATTACHMENT 6-D](#)) *Action requested.*

7. **NEW BUSINESS**

8. **ADJOURN**
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## NEXT MEETING:

Thursday, October 24, 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 (34)	Hon. Darrell A. Davis Mayor	Hon. Barry K. Moore Councilmember
EL RENO (8)	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 Trustee
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 (4)	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 (119)	Hon. Matt Hinkle Councilmember	Any Oklahoma City Councilmember
PIEDMONT (4)	Hon. Rob Jones Councilmember	Hon. Byron Schломach 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. Keith Dennis Trustee	Hon. Bob McGregor Mayor
		Hon. Ryan Dawson Vice-Mayor
WARR ACRES (5)	Hon. Roger Godwin Mayor	Hon. Vickie Douglas Vice-Mayor
		Vacant
YUKON (11)	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:**

AUGUST 29, 2024

A regular meeting of the Association of Central Oklahoma Governments Board of Directors was convened at 2:00 p.m. Thursday, August 29, 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. Brian Grider, Mayor

**ENTITY**

Mustang

**BOARD MEMBERS PRESENT**

Hon. Terry Brungardt, Trustee	Calumet
Hon. Claudia Browne, Councilmember	Del City
Hon. Darrell A. Davis, Mayor	Edmond
Hon. Amy Neathery, Councilmember	El Reno
Hon. Glenn Berglan, Trustee	Goldsby
Hon. Steven J. Gentling, Mayor	Guthrie
Hon. Tim Rudek, Councilmember	Harrah
Hon. Chris Calvert, Trustee	Jones City
Hon. John Kenney, Mayor	Lake Aluma
Hon. Misty B. Mayes, Trustee	Langston City
Hon. Terry Arps, Mayor	Luther
Hon. Kathy Griffith, Councilmember	Moore
Hon. Peter Hoffman, Jr., Mayor	Nichols Hills
Hon. Jeff Caudill, Councilmember	Nicoma Park
Hon. Phil Freeman, Mayor	Noble
Hon. Larry Heikkila, Mayor	Norman
Hon. Matt Hinkle, Councilmember	Oklahoma City
Hon. Rob Jones, Councilmember	Piedmont
Hon. Leah Grady, Trustee	Slaughterville
Hon. David Bennett, Mayor	The Village
Hon. Vickie Douglas, Vice-Mayor	Warr Acres
Hon. Shelli Selby, Councilmember	Yukon
Hon. Ron Cleveland, Commissioner	Cleveland County
Hon. Carrie Blumert, Commissioner	Oklahoma County

**BOARD MEMBERS ABSENT**

Hon. Nikki Lloyd, Mayor	Bethany
Hon. Tom Trello, Vice-Mayor	Cedar Valley
Hon. Cody Brewer, Councilmember	Choctaw
Hon. Jim Neal, Councilmember	Crescent
Hon. Rashanna Baker, Trustee	Forest Park
No Designee	Geary
Hon. Mike Donovan, Councilmember	Lexington
Hon. Ronald Dumas, Mayor	Meridian
Hon. Matt Dukes, Mayor	Midwest City
Hon. Jeff Brueggen, Trustee	Okarche
Hon. Frank Calvin, Mayor	Spencer
Hon. Trey Buck, Councilmember	Tuttle
Hon. Chad Fischer, Trustee	Union City



**BOARD MEMBERS ABSENT (Cont.)**

Hon. Tomas Manske, Commissioner  
Hon. Mark Sharpton, Commissioner

**ENTITY**

Canadian County  
Logan County

**ASSOCIATE MEMBER ABSENT**

Stephanie Wilson, Base Civil Engineer

Tinker Air Force Base

**GUESTS PRESENT**

Pete White, Attorney  
Steve Griffith, Citizen  
Brent Harless, ACOG Advisor  
Michael Taylor, Asst. City Manager  
Jane Abraham, Mgr, Comm. & Government Affairs  
Wes McClure, PE, CFM, Client Mgr./Transp.

ACOG Legal Counsel  
Moore  
New Level Investments  
Nichols Hills  
Oklahoma City  
Olsson

**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**

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**1. CALL TO ORDER**

Presiding Chair Brian Grider called the meeting to order at 2:00 p.m. A quorum was present.

**2. APPROVAL OF THE JUNE 27, 2024 MINUTES**

Director Claudia Browne made a motion to approve the June 27, 2024 minutes of the ACOG Board of Directors meeting. Director David Bennett seconded the motion. The motion carried unanimously.

**3. COMMUNICATIONS**

**A. CHAIRPERSON’S REPORT**

None

**B. EXECUTIVE DIRECTOR’S REPORT**

**1. October Board and Policy Committee Meetings Date Change**

Mr. Sweeney said to please take note that due to Early Voting for the Presidential Election on October 31 at the Oklahoma County Election Board adjacent to the ACOG Office, he was officially moving our regularly scheduled meeting date on Thursday, October 31, to Thursday, October 24. He said this will eliminate problems with parking and excessive crowds of people that occur every four years at this location. Further notifications and reminders will be forthcoming over the next two months.

**2. State Legislative Priorities Open House - October 3, 2024**

Please make plans to drop by the ACOG office during our **State Legislative Priorities Open House on October 3, 2024, from 10 a.m. to 4 p.m.** It will be informal and will be held in the ACOG Cleveland Conference Room. This open house is an opportunity for you to inform ACOG about issues your community is facing that you believe could require legislative action or funding and enables ACOG to build a baseline of regional

topics in preparation for the upcoming 2025 Legislative Session. All the ACOG staff Directors and Managers will be available on that day. An RSVP email (to get a headcount for ordering refreshments) will be emailed on September 17 and 24. **Your Voice Matters: Save the Date and See You at this Come and Go Event on Thursday, October 3.** As a follow-up to the Open House, a survey will take place at a future ACOG BOD meeting.

### 3. **ACOG at Work for Your Community - Return On Investment (ROI) Flyers**

We are in the process of distributing a flyer by email to each member government that illustrates how your ACOG membership has been a very worthwhile asset, providing a great return on investment. The benefits your community has received in terms of grant funding, transportation planning support, advocacy, and capacity building far exceed your annual membership costs. We look forward to continuing our partnership with our local governments and contributing to the collective success of our region.

### 4. **Reminder of Ratification of Amended ACOG Agreement by the Membership**

If your city or county has not done so, this is just a reminder to schedule the Board approved amendments to the ACOG Agreement as an agenda item for ratification by your governing body. Please remember to provide ACOG with the signed resolution to verify ratification. The deadline for completion of the membership vote is October 31, 2024. Once a majority of the 40 member governments has taken affirmative action on the amendments, then the revised document will be submitted to the State Attorney General for final acceptance.

Director Arps asked, if their community sees one element they disagree with, is it all or nothing they must agree with. Mr. Sweeney said yes, since the Board has already approved the Amended Agreement, it is all or nothing. He added that only if there is something in the Amended Agreement where there is a major trend of opposition, would it go back before the ACOG BOD for reconsideration.

## 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 – June and July 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. Renewal Agreement with Arledge & Associates, P.C., Certified Public Accountants, for Professional Auditing Services: Deborah Cook, CPA, Finance Director *Action requested.*
- E. Extension Request for Rural Economic Action Plan (REAP) Grant Recipient – Town of Luther: Sharon Astrin, Community & Economic Development Manager *Action requested.*
- F. Extension Request for Rural Economic Action Plan (REAP) Grant Recipient – Town of Union City: Sharon Astrin, Community & Economic Development Manager *Action requested.*

Director Vickie Douglas made a motion that all items under the Consent Docket be approved in one vote. Director Misty B. Mayes seconded the motion. The motion carried unanimously.



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

### A. 2025 Rural Economic Action Plan (REAP) Policy Updates and Grant Announcement

Sharon Astrin said ACOG was awarded \$2.7 million from the Oklahoma Department of Commerce for the 2025 REAP and presented the updates to the program as detailed in the agenda memorandum. This item was for information only.

### B. 2024-2025 Community Economic Resiliency Initiative (CERI) Planning Demonstration Sites Selection

Sharon Astrin gave the following presentation, which can be viewed at this link: <https://www.acogok.org/wp-content/uploads/2024/09/CERI-SELECTION-AUGUST-2024.pdf>. She said after interviews with each of the four CERI applicants: Del City, Piedmont, Spencer, and Warr Acres, two applicants are being recommended for the 2024-25 CERI Program: Piedmont with their Winds of Progress Downtown Revitalization project and Spencer with their McCoy Park project. Ms. Astrin then briefly explained both projects.

Director Rob Jones of Piedmont said thank you. Ms. Astrin said the cities have not yet been notified. Mr. Sweeney noted that all four projects were very good projects and provided helpful information and feedback. He complimented all four for their efforts and interest, which ACOG appreciated so much. He said he wished ACOG had the funds for more than two projects. This is the third round for the CERI Program, and all of this is being funded through the Economic Development Administration (EDA) Planning grant that is received every three years, along with a \$2,500 contribution (match) from the selected cities, which is part of that commitment that ACOG looks for in the investment of time and energy. He said ACOG looks forward to working with the University of Oklahoma Institute for Quality Communities (IQC) and wished Vanessa Morrison, the Interim IQC Director, did not have to leave early today so she could have been here for this presentation. He noted that there will be a new IQC Project Manager, Layne Ferguson, and looks forward to his involvement in the process. ACOG will come back with a follow-up as to what the outcomes were and what benefits were gained by both communities.

Director Vickie Douglas moved to approve the CERI Review Committee recommendations on the selection of the 2024-25 planning demonstration sites: Cities of Piedmont and Spencer. Director Misty B. Mayes seconded the motion. The motion carried unanimously.

### C. 2024-2025 CERI Program Consultant Services - Interlocal Agreement with the University of Oklahoma Institute for Quality Communities (IQC)

Mark W. Sweeney said this is the same arrangement used for the past two years whereby ACOG enters into an Interlocal Agreement with IQC to provide consultant services to the selected cities. This year it will be for the Cities of Piedmont and Spencer. ACOG puts in \$45,000 and each community puts in \$2,500, so there is \$25,000 of work done at each city - a major investment. Each city's involvement is pivotal and that is why the Steering Committee, a local group that is used as a springboard, is so vital to make the project successful. The \$2,500 from each community flows through ACOG to IQC and ACOG adds it on to the IQC contract, for a total of \$50,000. The only additional language in this contract is that ACOG now has a template of how the final project document must look, so there are Public Relations related criteria that must be followed by IQC. They must communicate with the ACOG Public Information Director to make certain that their documents are following the ACOG standards.

Director Vickie Douglas moved to authorize the Executive Director to negotiate and execute an interlocal agreement with the University of Oklahoma IQC in an amount not to exceed \$50,000 for providing consulting services for two (2) planning demonstration sites located in the selected Cities of Piedmont and Spencer. Director Phil Freeman seconded the motion. The motion carried unanimously.

D. ACOG Retirement Plan Provider Change

Mark W. Sweeney introduced Brent Harless, ACOG advisor of New Level Investments. He said ACOG’s current plan has been with Empower since August 2021 and that service has declined significantly in the last three years. The last couple of years, the federal government has passed regulations requiring mandatory plan amendments and the cost to ACOG for Empower to update the plan is steadily increasing. As mentioned in the agenda memorandum, based on the decline in service and increased costs of Empower, and on the advice of our advisor, Brent Harless of New Level Investments, ACOG is in the process of changing its provider from Empower to PCS Retirement. This decision is also based on substantiating references from other organizations that are current clients of PCS Retirement, which is a smaller company with more of a track record of working with smaller organizations. He noted that ACOG employees will have access to more investment options with lower fees and there will not be any cost increase to ACOG. The ACOG retirement plan documents will not be altered with this change in its provider.

Director Arps asked if the employees had any input into possible different companies or was there a range of different companies that were looked at to see who was offering the best services. Mr. Harless said New Level Investments has an extensive network – literally every provider in the network they have a relationship with. He said he has sat down with ACOG employees who have had issues throughout the years to get help for them, and developments have gotten worse. Mr. Harless said his company does an RFP (benchmark) for 2-3 years to check the market for services and costs. PCS was by far at the top of the list, and in the past few years, as a small group, they have made themselves known as an exceptional quality service provider. The plan ACOG is moving to is not necessarily a lot lower cost, but PCS Retirement is used to working with smaller groups and has had impeccable references. He said his firm has moved a couple other clients to this group and it has been a great experience. This item was for information only.

E. New ACOG Website

Rachel Meinke said the ACOG website was definitely in need of a re-design. She said it should happen every two to three years, and next month, she will have been here five years, so she has been working on a re-design in between ACOG events and big projects. The old website was over 140 pages and now it is 46 pages to better serve our members, stakeholders, and the public. This website provides a more user-friendly experience, enhanced accessibility, and improved navigation. It is now easier to read on a cell phone, as the old website was not made for the cell phone. There is more content, and it is easier to find, but she is still in the process of even more updates. Ms. Meinke then navigated through the website online to show the Board how to find information on grants, 911 emergency numbers, resource library, etc. This item was for information only.

**7. NEW BUSINESS**

Chairman Brian Grider asked if there was any new business to be presented. No new business was presented.

**8. ADJOURN**

There being no further business, Chairman Grider adjourned the meeting at 2:40 p.m.

ADOPTED THIS 26<sup>th</sup> DAY OF SEPTEMBER 2024.

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CHAIRMAN

\_\_\_\_\_  
SECRETARY/TREASURER

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# CONSENT DOCKET

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**acog**



**SUBJECT:**  
**FINANCE REPORT - AUGUST 2024 CLAIMS**

**DATE:**  
SEPTEMBER 26, 2024

**FROM:**  
**DEBORAH COOK, CPA**  
Finance Director

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

**ACTION REQUESTED:**  
Motion to ratify payment of all claims paid during the month of August 2024.

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

APCO International <i>(Training - 911)</i>	539.55	
Aspen <i>(Cleaning)</i>	345.00	
AT&T Mobility <i>(Telephone)</i>	82.46	
Barber, Kathryn <i>(Mileage)</i>	33.10	
Batteries Plus <i>(supplies)</i>	72.75	
Calumet, Town of <i>(REAP Grant E5-2023-1)</i>	135,669.14	
Cedar Valley <i>(REAP Grant T9-2023-02)</i>	78,673.00	
Chase Card Services <i>(Supplies, Development)</i>	19,467.73	Paid on-line
Choate, Jeff <i>(Mileage 911)</i>	253.26	
COTPA <i>(Sub Award)</i>	190,000.00	
Crescent, City of <i>(REAP Grant ED1-2022-2)</i>	205,656.90	
Department of the Treasury <i>(Health Insurance Fee)</i>	96.60	

**August 2024 Claims (Cont.)**

eco counter <i>(Equipment)</i>	1,755.00
Ecointeractive, Inc. <i>(Software)</i>	7,946.90
Fertile Ground <i>(Subcontractor )</i>	16,435.45
First Choice Coffee Service <i>(Supplies)</i>	512.86
Foundant technologies <i>(Software - 911 \$2,909.72)</i>	8,729.16
FP Mailing Solutions <i>(Equipment Rental)</i>	297.00
Gonul, Kristin <i>(Mileage - 911)</i>	122.34
Impressions Printing <i>(Printing)</i>	187.53
Insurica <i>(Insurance)</i>	11,502.00
Jimenez, Jose <i>(Mileage)</i>	64.32
Kimley-Horn and Associates <i>(Subcontract)</i>	23,965.00
Logan County District 2 <i>(REAP Grant T4-2023-5)</i>	81,244.00



**August 2024 Claims (Cont.)**

Logan County District 3 <i>(REAP Grant T4-2023-6)</i>	68,428.00
Management and Enterprise Services <i>(Internet)</i>	294.00
Martin, Madison <i>(Mileage)</i>	50.87
Mudd Print & Promo <i>(Printing)</i>	465.64
Murray, Robin <i>(Mileage - 911)</i>	239.19
Nuso, LLC <i>(Telephone)</i>	737.01
Oklahoma Association of Regional Councils <i>(Professional Dues)</i>	4,500.00
Oklahoma City, City of <i>(CMAQ Small Grant)</i>	124,531.10
Oklahoma County Public Building Authority <i>(Office Rent)</i>	21,951.63
Peak Uptime <i>(Repairs &amp; Maintenance)</i>	1,738.42
Pendergraft, Art <i>(Consultant - UPWP)</i>	5,833.00
Peter S White, P.C. <i>(Legal - 911 \$1,425.00)</i>	6,375.00

**August 2024 Claims (Cont.)**

R.K. Black <i>(Shredding)</i>	75.00
ROK Global Applications Group, LLC <i>(Hosting - 911 \$1,398.26)</i>	3,920.00
Scout Benefits Group LLC <i>(FSA Benefits Administration)</i>	75.00
Smedlund, Julie <i>(Mileage)</i>	22.11
Standley Systems <i>(Copiers)</i>	1,242.61
Total Compliance Connection, LLC <i>(HR Consultant)</i>	850.00
Verizon Wireless <i>(Telephone, Internet)</i>	174.47
 TOTAL AUGUST 2024 CLAIMS	 <u>1,025,154.10</u>

APPROVED THIS 26<sup>TH</sup> DAY OF SEPTEMBER 2024.

\_\_\_\_\_  
CHAIR

\_\_\_\_\_  
SECRETARY/TREASURER

**ACOG CASH STATUS REPORT**  
**FOR THE MONTH ENDED AUGUST 31, 2024**

	<u>CHASE OPERATING</u>	<u>CHASE SAVINGS</u>	<u>CERTIFICATES OF DEPOSIT</u>	<u>TOTAL</u>
Beginning Balance				
<i>August 1, 2024</i>				
Cash	\$ 4,483,887.37	\$ 71,372.91	\$ 563,947.43	\$ 5,119,207.71
Petty Cash	115.01	-	-	115.01
Total Beginning Balance	<u>\$ 4,484,002.38</u>	<u>\$ 71,372.91</u>	<u>\$ 563,947.43</u>	<u>\$ 5,119,322.72</u>
Cash Receipts				
Grants & Contracts	\$ 701,404.51	\$ -	\$ -	701,404.51
Memberships	7,579.00	-	-	7,579.00
Transfers of Funds-	-	-	-	-
Interest/Dividend Earned	-	1.16	-	1.16
Miscellaneous-	39.06	-	-	39.06
Petty Cash - Reimbursement	-	-	-	-
Total Cash Receipts	<u>\$ 709,022.57</u>	<u>\$ 1.16</u>	<u>\$ -</u>	<u>\$ 709,023.73</u>
Cash Disbursements				
Personnel Cost	\$ 274,698.14	\$ -	\$ -	274,698.14
(detail next page)	-	-	-	-
Bank Service Charges	-	-	-	-
Investment Sweep Fee	-	-	-	-
Transfer of Funds	-	-	-	-
Claims Expenditures:	1,025,154.10	-	-	1,025,154.10
(detail next page)	-	-	-	-
Miscellaneous- See note	5,112.00	-	-	5,112.00
Petty Cash	34.81	-	-	34.81
Total Cash Disbursements	<u>\$ 1,304,964.24</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,304,964.24</u>
<i>August 31, 2024</i>				
Cash	\$ 3,887,945.70	\$ 71,374.07	\$ 563,947.43	\$ 4,523,267.20
Petty Cash	80.20	-	-	80.20
Total Ending Balance	<u>\$ 3,888,025.90</u>	<u>\$ 71,374.07</u>	<u>\$ 563,947.43</u>	<u>\$ 4,523,347.40</u>

Note: Refund of funds deposited to ACOG in error in July.

# SCHEDULE OF GENERAL OPERATING EXPENSES

## FOR THE MONTH ENDED AUGUST 31, 2024

**Personnel Cost:**

Salaries	150,934.08
Payroll Taxes	68,154.73
Payroll Processing Fees	911.26
Group Health & Life Insurance	25,188.94
Pension Contribution & Expense	25,616.19
EBC Flex Plan Contributions	3,783.78
Workman's Compensation Insurance	-
United Way Contributions	109.16
	109.16

**Total Operating Personnel Expenditures** \$ 274,698.14

**Claims Expenditures:**

Accounting and Auditing	-
Contract Personnel	-
Copiers	1,185.52
Credit Card	19,467.73
Development and Recruitment	3,000.00
Equipment & Furniture	1,738.42
Equipment Rental	297.00
Insurance	11,598.60
Internet Service	4,334.03
Legal	6,375.00
Maintenance & Repair - Equipment	-
Maintenance & Repair - Software	-
Mileage	785.19
Miscellaneous	-
Office Cleaning	345.00
Office Rent	21,951.63
Office Leasehold Improvements	-
Penalties	-
Postage	-
Printing	187.53
Professional Dues	4,500.00
Projects -911	539.55
Projects -CMAQ	124,531.10
Projects - UPWP	-
Projects-NonAttainment Studies Cost	-
Projects - REAP	569,671.04
Projects - Traffic Counts	-
Projects - Legislative Brunch	-
Public Education -	-
Public Notice/Advertising	427.77
Publications & Subscriptions	-
Sect 125 Plan Administration	75.00
Subcontracts/Consultants	237,083.45
Supplies	890.57
Supplies - Software	15,296.06
Telephone	873.91
Temporary Labor	-
Travel	-
Vehicle Expense	-
	-

**Total Claims Expenditures:** \$ 1,025,154.10



## ATTACHMENT 5-B

### **SUBJECT:**

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

### **DATE:**

SEPTEMBER 26, 2024

### **FROM:**

**SHARON ASTRIN**

Community & Economic Development Manager

### **INFORMATION:**

The Town of Langston was awarded REAP Grant #T4-2023-4 in the amount of \$150,000 in May 2023 for the construction of a public building/workshop. On April 19, 2024, they requested a [ninety \(90\) day extension](#) due to delays in the project. Today, they are [requesting an additional extension](#) due to the further delays in the drainage improvement and allocation of funds.

This extension would be set to last 90 days from approval, until Friday, November 29, 2024. ACOG staff concurs with this extension.

### **ACTION REQUESTED:**

Motion to approve a REAP Grant extension of 90 days to the Town of Langston #T4-2023-4.

**Re: REAP Grant Extension Form**

Mayor <mayor@cityoflangston.com>

Mon 9/16/2024 4:32 PM

To: Maria Deloera <mdeloera@acogok.org>

Cc: Raymond Johnson <clerktreasurer@cityoflangston.com>; M 1 <maryboyles61@gmail.com>

Greetings all, Langston is requesting an extension on the REAP Grant due to unexpected delays that have impacted the project's progress.

Specifically, we encountered challenges with our contractor, grading and drainage work, which caused significant setbacks. Additionally, our allocation of ARPA funds for drainage improvements introduced further delays, as we needed to coordinate those efforts with the ongoing project.

These unforeseen circumstances have dramatically slowed the overall timeline, and additional time is needed to complete the project successfully. Thank you.

Michael Boyles Mayor

Office: 405-466-2271

Cell: 405-820-3958

**Email Me:** mayor@cityoflangston.com



# RURAL ECONOMIC ACTION PLAN



Association of Central Oklahoma Governments  
4205 N. Lincoln Blvd. | Oklahoma City, OK 73105 | 405.234.2264 | [acogok.org](http://acogok.org)

## AMENDMENT TO REAP GRANT CONTRACT #T4-2023-4

On or about May 11, 2023, the parties hereto, the Association of Central Oklahoma Governments (ACOG) and the Town of Langston (Recipient), entered into a grant contract for project T4-2023-4, a copy which is attached for preference. 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 May 30, 2024 to August 30, 2024.

This amendment is effective on this 19<sup>th</sup> day of April.

Recipient: Town of Langston

Association of Central Oklahoma  
Governments

Handwritten signature of Michael Boyles in cursive.

Hon. Mayor Boyles

Handwritten signature of Mark W. Sweeney in cursive.

Mark W. Sweeney, AICP  
Executive Director



**SUBJECT:**  
**SALE/DISPOSAL OF ACOG SURPLUS ITEMS**

**DATE:**  
SEPTEMBER 26, 2024

**FROM:**  
**JULIE A. SMEDLUND**  
Information Technology & Facilities Management Director

**INFORMATION:**  
On Wednesday, October 2, 2024, at 3:00 p.m., ACOG will conduct a sale of surplus items if authorized by the Board. A list of items is attached for Board review and approval.

These items will be sold to the highest bidder and must be picked up within one week after the sale (October 9). Items may be inspected at any time before 3:00 p.m. on October 2, at which time, sealed bids will be opened. Prior to the sale, sealed bids should be given to the ACOG Finance Department. Anyone may view the surplus items at ACOG during business hours by contacting the reception desk to make an appointment. Serviceable items that receive no bids will be donated to charitable organizations, and unserviceable items will be recycled, donated, or disposed of as garbage.

**ACTION REQUESTED:**  
Motion to approve the list of ACOG surplus items for sale and to authorize an October 2, 2024, surplus sale and disposition of those items listed.

## LIST OF ACOG SURPLUS ITEMS

ITEM NUMBER	DESCRIPTION
0001	*Set of 10, black leather, Turnstone, rolling conference chairs
0002	48" x 30" espresso wood desk with matching lateral file
0003	66 ¼" x 30" teak wood desk with built-in drawers
0004	7' H x 29" W x 5 ¼ D -- pine shelves
0005	*Set of 5, black fabric, rolling conference chairs
0006	*Set of 12 office/conference black leather-like rolling chairs
0007	Black, non-rolling, leather-like office chair
0008	Black, non-rolling, leather-like office chair
0009	Black, non-rolling, leather-like office chair
0010	Cherry wood return
0011	48" x 30" teak wood desk
0012	*Set of 12, 72" x 36" flipper conference tables with 6 angled end tables
0013	Black metal 2-drawer lateral file
0014	6' H x 34 ½" W x 12 ½" D black metal bookshelf
0015	Beige metal rolling file
0016	Sharp Aquos 52" LCD TV on rolling cart
0017	Sharp Aquos 52" LCD TV on rolling cart
0018	Black fabric office chair
0019	6' Folding table
0020	6' Folding table
0021	6' Folding table
0022	6' Folding table
0023	8' Folding table
0024	4-drawer, black metal legal file cabinet
0025	Black metal mail sorter
0026	Black metal mail sorter

\*Items sold as a set may be sold as individual pieces if the set receives no bids.

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

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**SUBJECT:**

**CONSIDERATION OF AMENDMENT TO THE ACOG GENERAL COUNSEL  
CURRENT CONTRACT FOR LEGAL SERVICES**

**DATE:**

SEPTEMBER 26, 2024

**FROM:**

**MARK W. SWEENEY, AICP**  
Executive Director

**INFORMATION:**

Over the past six years, Pete White has served as General Counsel to the Association of Central Oklahoma Governments (ACOG). The term of Mr. White's [current contract](#) is from October 1, 2023, to September 30, 2024. This contract covers a maximum of \$49,999.00 for the term of the agreement, unless increased by ACOG. During the term of this agreement, Mr. White and his associate, Mr. Jerry Steward, have provided additional services for the ACOG Building Review Committee. The cost of these additional services will result in contract billings exceeding the maximum amount covered by this contract. ACOG staff recommend increasing the maximum fee amount from \$49,999 to \$56,400. This maximum fee amount increase is the only recommended change to this contract. (Please refer to [1<sup>st</sup> Amendment document](#).)

**ACTION REQUESTED:**

Motion to approve the amendment to the current ACOG General Contract for Legal Services with Pete White to increase the amount not to exceed from \$49,999 to \$56,400.

**ACOG GENERAL COUNSEL  
CONTRACT FOR LEGAL SERVICES**

This contract constitutes the Agreement between the ACOG and Peter S. White, PC, 2200 Shadowlake Drive, Oklahoma City, OK 73159, and Jerry L. Steward, 501 Northwest 13<sup>th</sup> Street, Oklahoma City, OK 73103, hereinafter referred to as "Attorneys."

ACOG shall pay an hourly fee of three hundred dollars (\$300) per hour for attorney services, inclusive of but not limited to:

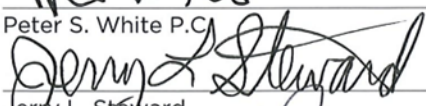
1. Serve as General Counsel to ACOG, including 911 ACOG related matters.
2. Attendance at ACOG and related entity meetings as requested by the Chair of ACOG.
3. Attendance at committee meetings as requested by the Chair of ACOG.
4. Availability for consultation with ACOG staff on ACOG related matters.
5. General supervision of tort claims and litigation involving or relating to ACOG being handled by outside counsel.
6. Attorneys shall be paid the following for expenses incurred on behalf of ACOG. Attorneys shall not incur additional expenses unless agreed to by the Chair of ACOG.
  - a. Mileage to and from meetings outside of the ACOG service area
  - b. Copies reimbursed at \$0.25 per page
  - c. Postage reimbursed at the actual cost

Other agreed upon provisions of this contract shall include the following:

1. The term of this agreement is from October 1, 2023, to September 30, 2024, and is renewable upon mutual agreement of ACOG and Attorneys from year to year. The Agreement may be cancelled by either party upon 30 days' written notice. In the event of such termination, ACOG shall pay Attorneys for attorney fees earned prior to the effective date of the termination.
2. The Agreement covers a maximum of forty-nine thousand, nine hundred ninety-nine dollars (\$49,999.00) for the term of the agreement, unless increased by ACOG.
3. Attorneys shall provide monthly statements for services rendered pursuant to this contract. Billing to ACOG shall be from Mr. White.
4. ACOG and Attorneys specifically acknowledge that pursuant to 11O.S. § 8-115 (OSCN 2019) - "Professional Services for Local and State Government Pursuant to Contract or Retainer - Independent Contractors" this Agreement is not an employment agreement and does not establish a relationship of employer and employee between WHITE and ACOG, but defines a relationship between the parties wherein WHITE, its officers and employees are in fact an independent contractor of ACOG.

APPROVED BY:

  
\_\_\_\_\_  
Peter S. White P.C.

  
\_\_\_\_\_  
Jerry L. Steward

  
\_\_\_\_\_  
Brian Grider, Chair  
ACOG Board of Directors

Date Signed 9/28/2023



**1<sup>st</sup> AMENDMENT TO  
ACOG GENERAL COUNSEL  
CONTRACT FOR LEGAL SERVICES**

On September 28, 2023, the parties hereto, the Association of Central Oklahoma Governments (ACOG), Peter S. White, PC, and Jerry L. Steward, entered into a contract for legal services, a copy of which [contract](#) is attached hereto for reference.

It is mutually agreed between the parties that the aforesaid contract is hereby amended as follows:

The maximum fee amount is increased from \$49,999 to \$56,400.

This 1<sup>st</sup> Amendment to ACOG General Counsel Contract for Legal Services shall become effective the 1<sup>st</sup> day of August 2024 and shall be in effect through September 30, 2024.

APPROVED BY:

\_\_\_\_\_  
Peter S. White P.C.

\_\_\_\_\_  
Jerry L. Steward

\_\_\_\_\_  
Brian Grider, Chair  
ACOG Board of Directors

Date Signed \_\_\_\_\_



**SUBJECT:**

**CONSIDERATION OF THE RENEWAL OF THE ACOG GENERAL COUNSEL CONTRACT FOR LEGAL SERVICES**

**DATE:**

SEPTEMBER 26, 2024

**FROM:**

**MARK W. SWEENEY, AICP**

Executive Director

**INFORMATION:**

Over the past six years, Pete White has served as General Counsel to the Association of Central Oklahoma Governments (ACOG). The renewal of his annual agreement ([refer to attachment](#)) for providing legal services is scheduled for Board consideration in September. Mr. White's current rate of \$300/hour will remain in place under the renewed contract.

This agreement entails a maximum fee amount of \$49,999 for nine (9) months, unless increased by ACOG, starting October 1, 2024, through June 30, 2025. The contract is renewable upon mutual agreement of ACOG and Attorney from year to year.

This agreement is different from the current contract in that it has a term of nine (9) months in order to match the ACOG fiscal year. The next renewal of the agreement will be submitted for Board approval on June 26, 2025 for FY 2026. The maximum fee amount of \$49,999 will remain the same for the nine (9) month contract due to anticipated expenditures related to the ACOG office and 911 ACOG operations relocation legal issues. The other change in the agreement is the removal of the services of Attorney Jerry Steward due to his planned retirement.

**ACTION REQUESTED:**

Motion to approve the renewal of the ACOG General Contract for Legal Services with Pete White as per the attached agreement for an amount not to exceed \$49,999 for nine (9) months, unless increased by ACOG.

## ACOG GENERAL COUNSEL CONTRACT FOR LEGAL SERVICES

This contract constitutes the Agreement between the ACOG and Peter S. White, PC, 13733 S.E. 134th Street, Oklahoma City, OK 73165, hereinafter referred to as "Attorney."

ACOG shall pay an hourly fee of three hundred dollars (\$300) per hour for attorney services, inclusive of but not limited to:

1. Serve as General Counsel to ACOG, including 911 ACOG related matters.
2. Attendance at ACOG and related entity meetings as requested by the Chair of ACOG.
3. Attendance at committee meetings as requested by the Chair of ACOG.
4. Availability for consultation with ACOG staff on ACOG related matters.
5. General supervision of tort claims and litigation involving or relating to ACOG being handled by outside counsel.
6. Attorney shall be paid the following for expenses incurred on behalf of ACOG. Attorney shall not incur additional expenses unless agreed to by the Chair of ACOG.
  - a. Mileage to and from meetings outside of the ACOG service area
  - b. Copies reimbursed at \$0.25 per page
  - c. Postage reimbursed at the actual cost

Other agreed upon provisions of this contract shall include the following:

1. The term of this agreement is from October 1, 2024, to June 30, 2025, and is renewable upon mutual agreement of ACOG and Attorney from year to year. The Agreement may be cancelled by either party upon 30 days' written notice. In the event of such termination, ACOG shall pay Attorney for attorney fees earned prior to the effective date of the termination.
2. The Agreement covers a maximum of forty-nine thousand, nine hundred ninety-nine dollars (\$49,999.00) for the term of the agreement, unless increased by ACOG.
3. Attorney shall provide monthly statements for services rendered pursuant to this contract. Billing to ACOG.
4. ACOG and Attorney specifically acknowledge that pursuant to 110.S. § 8-115 (OSCN 2019) - "Professional Services for Local and State Government Pursuant to Contract or Retainer - Independent Contractors" this Agreement is not an employment agreement and does not establish a relationship of employer and employee between WHITE and ACOG, but defines a relationship between the parties wherein WHITE, its officers and employees are in fact an independent contractor of ACOG.

APPROVED BY:

---

Peter S. White P.C.

---

Brian Grider, Chair  
ACOG Board of Directors

Date Signed \_\_\_\_\_



**SUBJECT:**

**CONSIDERATION OF ANNUAL COMPENSATION ADJUSTMENT FOR THE EXECUTIVE DIRECTOR AS RECOMMENDED BY THE ACOG EXECUTIVE COMMITTEE**

**OR**

**ENTER INTO EXECUTIVE SESSION TO DISCUSS CONFIDENTIAL INFORMATION RELATED TO THE REQUESTED ACTION AS AUTHORIZED BY 25 O.S. (2018 SUPP), SECTION 307 (B)(1)**

**DATE:**

SEPTEMBER 26, 2024

**FROM:**

**CHAIR BRIAN GRIDER**  
Mustang Mayor

**INFORMATION:**

On August 27, 2024, the ACOG Executive Committee, which is comprised of the officers of the ACOG BOD, 911 ACOG BOD, ACOG MPO PC, and the Garber-Wellington Association, met to conduct an annual performance evaluation of Mark W. Sweeney, ACOG Executive Director (ED). The evaluation tool that was utilized by the Committee included an assessment of the following job factors: Relationship with the Boards; Management Skills and Abilities; Services to ACOG Cities, Towns and Counties; Fiscal Management; Personal and Professional Attributes; Community and Public Relations; and Effective Leadership of Organization. The Committee was provided a list of [2023-2024 ACOG Projects Completed or Initiated](#) during the past 12 months. The review also included an in-depth discussion of [2024-2025 ACOG Goals and Objectives](#). (Refer to information on the following pages.)

Based on the performance evaluation results, the Executive Committee recommends that Mr. Sweeney's employment agreement be amended to include a 2.5 percent merit increase in his current base salary, and that his current automobile allowance be adjusted per month by a \$50 increase. These recommended compensation adjustments are within the parameters of the adopted FY 2025 ACOG Budget. Likewise, Mr. Sweeney is also receiving the budgeted 3.0 percent COLA.

**ACTION REQUESTED:**

Motion to approve the Executive Director's compensation package retroactive to September 1, 2024, and the resulting employment agreement changes as recommended by the Executive Committee.

**OR**

Enter into Executive Session to discuss confidential information related to the requested action as authorized by 25 O.S. (2018 Supp), Section 307 (B) (1)

2023 - 2024

## ACOG PROJECTS COMPLETED OR INITIATED (8/31/23 – 8/31/24)

### LOCAL GOVERNMENT SERVICES

- Continued the strategic implementation of the 2022 Board Retreat Regional Visioning Statements and Goals for the ACOG service area. This blueprint directs policy decisions and Initiatives for the ACOG organization that addresses the following key regional issues:
  - Environmental and Resource Stewardship
  - Sustainable Growth, Quality Places, and Effective Services
  - Efficient Mobility Options
  - ACOG – Servant Leadership Model
- A Return on Investment (ROI) Flyer has been designed by staff as a complement to the “ACOG Membership Goodwill Tour” that provides an opportunity to educate local officials in-person about ACOG services and grant funding prospects. Distribution of the customized flyer to each community began in July 2024. The flyer highlights the return on investment that each community receives from their annual membership dues.
- Continued marketing My Government Online (MGO) software application to ACOG member governments that has the potential of reducing operating costs for our cities and counties, while generating a new revenue source for ACOG. To date, MGO contracts have been executed with the Cities of Newcastle, Tuttle, El Reno, Goldsby, and Noble. Implementation has been completed in the City of Newcastle and ACOG is now receiving monthly revenue from the South-Central Planning & Development Commission (SCPDC) of Louisiana, the proprietor of the MGO software.
- Ongoing grant writing and administrative services for ACOG member governments and other organizations. The recently hired Community & Economic Development Manager is a professional grant writer.

### STATE LEGISLATIVE AND APPROPRIATION INITIATIVES

- Coordinated and shared legislative topics and issues with partner organizations - OML, ACCO, OARC, the Greater Oklahoma City Chamber.
- Conducted a combined State and Federal Legislative Priorities Forum in October 2023.
- Finalized the recommended state legislative agenda and presented it to the Board at their December 2023 meeting.
- Organized and conducted the Annual Legislative Power Brunch and Presentation in February 2024.
- Proactively lobbied state legislators on behalf of ACOG to pursue the Board’s Legislative Priorities. (Executive Director, Deputy Director, and Public Information Director are registered as official Lobbyists with the Oklahoma Ethics Commission.)
- Updated the Board monthly on legislative bills and activities, which resulted in a Final Legislative Report in May 2024.
- Successful Outcomes from the 2024 Legislative Session:
  - Maintained REAP Funding
  - Sustained the Rural Fire Defense Program Funding
  - Passage of the Drought Committee Realignment

- Protected sales tax revenue for local governments
- Maintained Substate Planning District Program Funding
- Authored legislation (HB 4064) for the creation of a Statewide Revolving Loan Fund (RLF) to be administered by each of the 11 Oklahoma Councils of Government. HB 4064 came very close to being approved but fell victim to substitution maneuvers at the last minute and never made it out of the Senate Finance Committee. ACOG and OARC, with the advice of the Oklahoma Center for the Advancement of Science and Technology (OCAST) and legislative consultant, Majority Plus, will work on authoring the RLF legislation during the next legislative session.

## FEDERAL LEGISLATIVE AND APPROPRIATION INITIATIVES

- Following the combined Legislative Forum in October 2023, staff continued refinement of the federal legislative priorities' strategy for Central Oklahoma in coordination with regional partners and stakeholders. Presented proposed agenda to the Board at their February 2024 meeting.
- Attended NADO Washington Conference with seven Board Officers in March 2024, which included scheduled meetings with the ACOG Congressional Delegation and their respective staff members to lobby the legislative and funding priorities for Central Oklahoma.
- Several Board Officers and staff members also met in-person with Congressman Tom Cole and his staff in April 2024 in Moore to discuss the Federal Legislative Priorities.

## TRANSPORTATION PLANNING

- Continued implementation of Encompass 2045, the multimodal, long-range Metropolitan Transportation Plan for the ACOG MPO area, in compliance with the requirements of the Infrastructure Investment and Jobs Act (IIJA)/Bipartisan Infrastructure Law (BIL) and any subsequent federal guidance.
- Maintained the "Watch for Me OK" public awareness campaign for bicyclists and pedestrians funded by the Oklahoma Highway Safety Office (OHSO) Grant.
- Continued development of a Regional Safety Action Plan, funded through a Safe Streets and Roads for All (SS4A) Grant.
- Assisted local governments in obligating up to \$40 million in Surface Transportation Block Grant - Urbanized Area (STBG-UZA) funds, \$6.9 million in Carbon Reduction Program (CRP) funds, and \$1.9 million in Congestion Mitigation and Air Quality (CMAQ) funds in FY 2024.

## AIR QUALITY INITIATIVES

- On-going development of a Regional Air Quality Plan, which will set goals and strategies for new and expanded emissions reductions efforts to keep the region in attainment of EPA air quality standards.
- Developed a Priority Climate Action Plan (PCAP), the first deliverable of the four-year Environmental Protection Agency (EPA) Climate Pollution Reduction Grant (CPRG) Program.
- Coordinated the Ozone Alert Day outreach program - TEXT "OZONE" to 41372 to receive text alerts on how to protect public health and reduce emissions.



## 911 AND PUBLIC SAFETY

- Mission Critical Partners (MCP) Consultant Contract Deliverables – Continuing oversight of Next Generation 911 (NG911) Implementation Strategy for 911 ACOG.

Major Progress on Implementation of Next Generation 911 (NG911):

- **First Phase** - To date, executed Comtech Guardian i3 Compliant Call Handling Equipment into 21 of the 22 911 ACOG service area ECCs, as a Customer Owned and Operated Solution. Please note that EMSA is departing 911 ACOG while Tinker Air Force Base (AFB) is in the process of returning to 911 ACOG. The cutover for Tinker AFB is projected to occur in September 2024.
  - **Second Phase** - Preparing for the employment of NGA ESInet & Next Gen Core Services 911 Call Routing into existing 911 ACOG IP Network as a Service Provider Solution scheduled to begin September 21, 2024. Completion anticipated by February/March 2025.
- Continuation of scheduled training of ECCs in preparation for official cut-over to NG911.
  - Revised ECC Funding Distribution: The passage of HB 1590 in 2023 resulted in an increased monthly 911 telephone fee from 0.75 cents to \$1.25 for any device that dials 911. The increased funding received from the OTC equates to about \$1.02 after the deduction of the Oklahoma 911 Management Authority's percentage and the OTC's administrative services fee. The legislation became effective November 1, 2023, and ACOG began to receive these additional funds from the OTC in January 2024.
    - On May 30, 2024, the 911 ACOG Board approved the future distribution of the additional 0.34 cents (approximate) from the \$1.02 received by 911 ACOG from Wireless, VoIP, and Prepaid Wireless 911 Service Fees to be split between direct ECC (PSAP) Refunds (29%), a 911 Regional Grant Program pool (39%), and 911 ACOG (32%), distributed monthly beginning July 1, 2024.
    - The new Regional Grant Program will be targeted for ECC improvements and will be designed by staff, with the assistance of MCP, and reviewed by the 911 ACOG Board in FY 2025, with the first call for applications anticipated in FY 2026.
  - Updated the 911 ACOG Service Agreement with ACOG to be approved annually by both Boards in conjunction with the approval of the Annual Budget and Work Plan for each fiscal year. The revised Service Agreement went into effect on July 1, 2024.

## COMMUNITY AND ECONOMIC DEVELOPMENT

- Projects undertaken in the second year of the three-year Planning Grant (01/1/23 – 12/31/25) awarded to the ACOG Capital Area Economic Development District (CAPEDD):
  - Initiated development of the next five-year 2024 Comprehensive Economic Development Strategy (CEDS) Update for the four-county CAPEDD in coordination with the CEDS Advisory Committee.
  - Coordinated the CEDS Advisory Committee agendas and meetings. Maintained the membership of the CEDS Advisory Committee in accordance with the Economic Development Administration (EDA) required criteria to ensure comprehensive and diverse representation.
  - Assisted local governments and higher education institutes in preparing and submitting EDA grant applications through the CAPEDD, which includes letters of support, research, and submission.
  - Provided a monthly newsletter, SPARK, to inform stakeholders on matters relating to economic development initiatives and funding opportunities for the region.

- Community Economic Resiliency Initiative (CERI) Program:
  - Completed the second round of the of the Community Economic Resiliency Initiative (CERI) Program, which was primarily funded by the EDA Planning Grant. The two CERI projects that were selected in 2023-24 have been successfully concluded:
    - > The City of Noble Main Street Revitalization focused on the historic downtown. IQC assisted Noble with long-term planning and facilitated coordination with the Oklahoma Department of Transportation.
    - > The City of Choctaw sought a corridor study of 23rd Street, Choctaw’s primary commercial corridor. The process resulted in four main themes: pedestrian prioritization, economic development, housing, and placemaking.

The two municipalities received planning consultant services for 10 months from the OU Institute for Quality Communities (IQC). These services provided each municipality with an opportunity to develop plans that model strategic investment, sustainable economic recovery, and long-term resiliency.
  - ACOG initiated the third round of the CERI Program for 2024-25. Funding once again is being provided through the EDA Planning Grant and financial contributions from the selected cities. ACOG will enter an interlocal agreement with the University of Oklahoma Institute for Quality Communities (IQC) for planning consultant services to each city.
 

The CERI Call for Applications concluded on July 19, 2024. The CERI Review Committee, which is comprised of ACOG staff and public/private sector planning professionals, will meet in August to review the applications and recommend two municipalities for selection. These recommendations will be presented to the Board of Directors for approval on August 29. The projects will commence in September 2024 and conclude in June 2025.
  - Rural Economic Action Plan (REAP) Program Activities:
    - > Conducted the application process for rural communities with populations of less than 7,000 to apply for CDBG/REAP funding, via the Oklahoma Department of Commerce (ODOC), for infrastructure and community projects.
    - > Pursued strategic revisions in the REAP application and policies to make the process more objective and efficient on how funds are awarded to eligible government entities within our region.
    - > Provided training and technical assistance for REAP grantees. This included for the first time two REAP Financial Management Training Workshops for the awarded communities.
    - > Developed a method for ranking projects and distributing funds to sub-recipients according to state requirements and with ACOG Board approval.
    - > Administered the grant funds by monitoring project progress and ensuring compliance with the grant guidelines.

## OPERATIONAL IMPROVEMENTS AND STRATEGIES

- Implemented the third phase of the ACOG Financial Sustainability Plan (6 percent increase in membership dues) that helps to reduce the frequent utilization of the General Fund Balance for supplementing organizational operations and services.
- Continued comprehensive assessment of ACOG office and 911 ACOG operations relocation with the Building Review Committee:
  - On March 28, 2024, the Executive Director was authorized by both Boards to locate, evaluate, and negotiate for potential purchase or construction of a facility, or land for construction of a facility for both ACOG staff and 911 ACOG operations.

- Research has continued with possible procurement of real estate and/or financial/legal consultant services in FY 2025.
- Staff evaluated options will be presented to the Building Review Committee to make recommendations to the ACOG Board of Directors and the 911 ACOG Board of Directors.
- Comprehensive update of ACOG website to be more user friendly and to heighten the organization's visibility and public image. Key features of the revised website that was launched in August include the following:
  - **Enhanced Navigation:** Simplified menus and clear categories make it easier to find information quickly.
  - **Updated Design:** A modern and clean design that aligns with our brand and mission.
  - **Mobile Optimization:** Improved performance on mobile devices for access on the go.
  - **Resource Library:** An organized repository of documents, reports, and publications.
  - **Event Calendar:** A comprehensive calendar of ACOG meetings, workshops, and events.
- Amended ACOG Agreement: In coordination with the ACOG Agreement & Bylaws Committee comprehensively revised the 1983 Amended Agreement, which was approved by the Board in May 2024. The recommended amendments have been provided to the ACOG member governments for ratification. Upon the approval of a majority of the member governments, the Amended Agreement will be submitted to the State Attorney General for his official review and authorization.

## 2024 - 2025

### ACOG GOALS AND OBJECTIVES

#### ACOG LEGISLATIVE INITIATIVES:

- Coordinate a preliminary legislative agenda with OML, ACCO, Greater OKC Chamber, OARC, and other key regional partners and stakeholders
- Conduct a State Legislative Priorities Open House at ACOG in early October 2024
  - Follow-up survey of ACOG Board Members at the regularly scheduled meeting in either October or November
  - Present Finalized State Legislative Agenda at the December 2024 Board meeting
- Coordinate and conduct the Annual State Legislative Event (Power Brunch) – Friday, January 31, 2025
- Proactively lobby state legislators on behalf of ACOG membership to pursue the Board's legislative priorities
- Monitor state legislative and appropriations activities and provide monthly reports to the ACOG Board (Feb. 2025 – May 2025)
- Conduct Federal Legislative and Funding Priorities Open House at ACOG with emphasis on Regional Community Funding Projects (Earmarks) (November/December 2024)
  - Prepare Federal Legislative and Funding Priorities for Central Oklahoma Report with input from member governments and regional partners
  - Present Federal Priorities Report to the ACOG Board in January/February 2025
  - Coordinate and attend in-person meetings with our Congressional Delegation in Washington D.C. in March 2025 with ACOG Board Officers to present Federal Priorities Report

#### NEXT GENERATION 911 (NG911) PROGRAM:

- Complete Implementation of Next Generation 911 (NG911) with the assistance of Mission Critical Partners (MCP) Consultant Services:
  - First Phase - Executed Comtech Guardian i3 Compliant Call Handling Equipment into 21 of the 22 911 ACOG service area ECCs, as a Customer Owned and Operated Solution. Please note that EMSA has departed 911 ACOG while Tinker Air Force Base (AFB) is in the process of returning to 911 ACOG. Tinker AFB will be cutover in September 2024 utilizing the Legacy System and will be transitioned into the NG911 System in January 2025
  - Second Phase - Employ NGA ESInet & Next Gen Core Services 911 Call Routing into existing 911 ACOG IP Network as a Service Provider Solution scheduled to begin September 21, 2024. Completion anticipated by February/March 2025
- Complete scheduled training for ECCs in preparation for official cut-over to NG911
- Execute MCP Cyber Security Netinform and NetSecure prior to final implementation of NG911
- Purchase Cyber Security Insurance for NG911 System
- Build and deploy an informative press and public education campaign with the final implementation of NG911
- Explore the acquisition of video functionality and other technical enhancements to the NG911 System

## **OTHER 911 INITIATIVES:**

- In March 2024, the 911 ACOG Board approved the future distribution of the additional 0.34 cents (approximate) from the \$1.02 received by 911 ACOG from Wireless, VoIP, and Prepaid Wireless 911 Service Fees to be split between direct ECC (PSAP) Refunds (29%), a 911 Regional Grant Program pool (39%), and 911 ACOG (32%), distributed monthly which began July 1, 2024.
- In response to this policy decision, staff, with the assistance of MCP, will develop the new Regional Grant Program in FY 2025. The Program will be designed to strategically target ECC improvements. After 911 ACOG Board review and approval, the first call for applications is anticipated to be released in FY 2026
- Continue coordinating with the Oklahoma 911 Management Authority per HB 1590 to develop statewide curriculum and training for ECC dispatchers
- With the support of MCP, create a 911 ACOG Vision and Strategic Plan
- With the assistance of MCP, engage ECC Directors, Elected Officials, and 911 ACOG Board Members to develop a Regionalization Plan that will explore ECC consolidation regarding economic and operational efficiencies within the 911 ACOG Service Area

## **TRANSPORTATION PLANNING SERVICES (TPS) INITIATIVES**

- Complete the Regional Safety Action Plan, funded through a Safe Streets and Roads for All (SS4A) Grant.
- Continue to promote “Watch for Me OK,” the regional bicycle and pedestrian safety campaign, as recipients of an Oklahoma Highway Safety Office (OHSO) Grant.
- Continue to assist local governments in obligating up to \$40 million in Surface Transportation Block Grant - Urbanized Area (STBG-UZA) funds and \$7.5 million in Transportation Alternatives Program (TAP) funds in FY 2025.
- Finalize the Regional Air Quality Plan for the Oklahoma City Metropolitan Area, which will set goals and strategies for new and expanded emissions reductions efforts to keep the region in attainment of EPA air quality standards.
- Develop a Comprehensive Climate Action Plan (CCAP), the second deliverable of the four-year Environmental Protection Agency (EPA) Climate Pollution Reduction Grant (CPRG) Program. The CPRG initiative will complement and enhance the Regional Air Quality Plan.

## **COMMUNITY & ECONOMIC DEVELOPMENT INITIATIVES**

- Complete the EDA required five-year 2024 Comprehensive Economic Development Strategy (CEDS) Update for the four-county Capital Area Economic Development District (CAPEDD) in coordination with the CEDS Advisory Committee.
- Implement the 2024-25 Community Economic Resiliency Initiative (CERI) Program for the two selected municipalities as recommended by the CERI Review Committee and approved by the ACOG Board in August. Both municipalities will receive planning consultant services through an interlocal agreement from the University of Oklahoma’s Institute for Quality Communities (IQC).
- Increase marketing promotion of the My Government Online (MGO) automated suite of software applications for municipalities and counties throughout the State of Oklahoma.

## **CONTINUE REVISION OF ACOG FINANCIAL POLICIES, PROCEDURES, AND GRANT PROCESSES:**

- Supplement the completion of the three-year ACOG Financial Sustainability Plan by requesting a 5 percent increase in annual membership dues for FY 2026 to lessen utilization of the general fund balance for operational needs.
- Migrate the REAP grant process to a digital SaaS (Software as a Service) platform (Foundant Technologies, Inc.), resulting in a faster and easier experience for applicants

and grantees, and enabling CED staff to allocate more time to additional projects. Migrate additional grant processes in addition to REAP.

- Update ACOG Credit Card Policy.
- Revise ACOG Cell Phone Policy.
- Complete the membership ratification process for the Amended ACOG Agreement that was approved by the Board in May 2024. Upon the approval of a majority of the member governments, the Amended Agreement will be submitted to the State Attorney General for his official review and authorization.
- Pursue a complete re-write of the ACOG Board of Directors Bylaws with the assistance of the Agreement & Bylaws Committee. The Committee's recommendations will then be submitted to the Board for their final approval.
- Explore a Cooperative Purchasing Service for ACOG member governments.

### **CONTINUE COMPREHENSIVE ASSESSMENT OF ACOG OFFICE AND 911 ACOG OPERATIONS RELOCATION WITH THE BUILDING REVIEW COMMITTEE (BRC):**

- The Executive Director, with authorization to locate, evaluate, and negotiate for potential purchase or construction of a facility, or land for construction of a facility for both ACOG staff and 911 ACOG operations, will begin the process of contacting realtors and researching potential sites for consideration by the BRC.
- Possible procurement of needed real estate, financial, and/or legal consultant services as approved in the FY 2025 Budget.
- BRC recommendations to be presented to both Boards for review and consideration.

### **LAUNCH THE REDESIGNED ACOG WEBSITE ([WWW.ACOGOK.ORG](http://WWW.ACOGOK.ORG)), WHICH IS MORE WIDE-RANGING IN SCOPE AND USER FRIENDLY FOR THE PUBLIC.**



## ATTACHMENT 6-D

### **SUBJECT:**

**RENEWAL OF THE WATCH FOR ME OK SERVICES AGREEMENT WITH ANGLIN PUBLIC RELATIONS (PR)**

### **DATE:**

SEPTEMBER 26, 2024

### **FROM:**

**JOHN SHARP**  
Deputy Director

### **INFORMATION:**

In May 2023, ACOG was awarded a \$234,924 Oklahoma Highway Safety Office (OHSO) Safety Grant to continue administering the Watch for Me OK initiative. Watch for Me OK is a public awareness campaign from ACOG and the OHSO. This campaign, which has received funding from OHSO since 2020, seeks to educate the public on the rules of the road and aims to keep Central Oklahomans safe while traveling.

Anglin PR was initially hired in January 2021, after the initial grant from OHSO, to provide branding and marketing service for the campaign. Staff is requesting to renew the service agreement with Anglin PR to continue supporting the Watch for Me OK safety campaign. This will include branding, video production, marketing, web design, and other services to be agreed upon for a 12-month period.

The total cost of the service agreement is not to exceed \$175,000 and is funded with 100 percent federal funds through the OHSO Safety Grant.

### **ACTION REQUESTED:**

Motion to authorize the Executive Director to negotiate and execute a renewal of the agreement with Anglin PR to provide services and continue support for the ACOG Watch for Me OK safety campaign, at a total cost not to exceed \$175,000 for 12 months, from October 1, 2024 to September 30, 2025.