

PLEASE NOTIFY ACOG AT 234-2264 (TTY 234-2217) BY 5:00 P.M. FEBRUARY 19  
IF YOU DESIRE A SIGN LANGUAGE INTERPRETER AT THE MEETING

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS  
BOARD OF DIRECTORS  
THURSDAY, FEBRUARY 22, 2007

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

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

- I. CALL TO ORDER
- II. INTRODUCTION OF GUESTS
- III. A. APPROVAL OF MINUTES – REGULAR MEETING JANUARY 25, 2007  
[Attachment III]
- B. APPROVAL OF MINUTES – REGULAR MEETING DECEMBER 21, 2006  
(Previously distributed with the January 2007 Agenda – Minutes available at:  
<http://acogok.org/Newsroom/Downloads07/jan07bod.pdf>)
- IV. COMMUNICATIONS
  - A. CHAIRMAN’S REPORT
  - B. DIRECTOR’S REPORT
- V. HEARING OF DELEGATIONS OR CITIZENS
- VI. CONSENT DOCKET

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

Visit <http://acogok.org/Newsroom/Downloads07/feb07bod.pdf>  
to view the entire agenda online.

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

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

**INFORMATION:** Consideration of materials claims budgeted for the Association in the amount of \$540,696.49. These claims have been found to be in order by staff and proper as to form and are recommended for payment. A copy of the Claims List is included in the agenda packet.

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

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

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

**Action Requested:** Motion to concur with the Clearinghouse action.

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**INTERMODAL TRANSPORTATION POLICY COMMITTEE REPORT**

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

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*For a direct link to the ITPC agenda, please go to  
<http://acogok.org/Newsroom/Downloads07/feb07itpc.pdf>.*

- C. PRELIMINARY FY 2008 UNIFIED PLANNING WORK PROGRAM (UPWP) FOR THE OKLAHOMA CITY AREA REGIONAL TRANSPORTATION STUDY (OCARTS) AREA  
[\[Attachment C\]](#)

**INFORMATION:** The preliminary FY 2008 Unified Planning Work Program outlines tasks and the related budget proposed for FY 2008 for the purpose of maintaining the regional transportation planning program. In order to meet FTA and FHWA review deadlines, staff is submitting text and preliminary budget figures for the purpose of approval by the Intermodal Transportation Policy

Committee. The final UPWP, including text and budget, will be brought to the Committees for approval in May 2007. The ITTC recommends approval.

**Action Requested:** Motion to endorse approval of the Preliminary FY 2008 UPWP, and authorize staff to executive agreements with funding agencies and subcontractors when these funds are made available.

- D. PUBLIC HEARING AND ACTION ON REQUEST FOR AMENDMENT TO THE FFY 2007-2010 TRANSPORTATION IMPROVEMENT PROGRAM BY ODOT  
{Attachment D}

**INFORMATION:** The Oklahoma Department of Transportation {ODOT} has requested an amendment to the FFY 2007 element of the FFY 2007-2010 OCARTS Area Transportation Improvement Program {TIP} to include construction of a permanent bridge for the north-south BNSF Railroad line over the new I-40 alignment.

**Action Requested:** Motion to endorse amendment of the FFY 2007 element of the FFY 2007-2010 OCARTS Area TIP to include a bridge construction project for the BNSF Railroad over the new I-40 Crosstown Alignment, as requested by ODOT.

- E. REQUIREMENTS FOR AUTHORIZATION AND EXPENDITURE OF FEDERAL-AID FUNDS  
{Attachment E}

**INFORMATION:** The Federal Highway Administration {FHWA} requires States to conduct a quarterly review of authorized projects to determine if any are inactive for a period of 12 months or more. Such projects may be subject to a loss of federal funds. One situation that can cause a significant delay following project authorization by FHWA is when a project letting has to be postponed because utility relocation has not been completed. Therefore, it has been recommended that the physical movement of utilities be completed or underway by August 31 to secure STP-UZA funds for each project in the current TIP year.

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

- F. POST OZONE SEASON PUBLIC OPINION SURVEY  
{Attachment F}

**INFORMATION:** The ACOG Clean Air Committee recently completed a survey on air quality opinions in Central Oklahoma with questions focusing on the 2006 ozone season. The survey is conducted annually to measure the effectiveness of the air quality public education program, and to provide milestones for improvement.

Overall, the survey continues to indicate that Central Oklahomans consider clean air an important asset that impacts the region's economy, health and quality of life, and that the public education campaign is incrementally affecting positive changes in lifestyles and daily habits.

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

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

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

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

- H. FY 2005 and FY 2006 UNIFIED PLANNING WORK PROGRAM (UPWP) REPORTS (Attachment H)

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

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

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- I. CONSIDER AUTHORIZATION FOR ACOG EXECUTIVE DIRECTOR TO ENTER INTO A SETTLEMENT AGREEMENT AND RELEASE REGARDING UASI/HOMELAND SECURITY GRANT FUNDS FOR CANADIAN COUNTY

**INFORMATION:** Due to a purchase made by the Oklahoma City West Stockyards for equipment and services that were inconsistent with local procurement procedures, this reimbursable purchase must be documented in a Settlement Agreement. This purchase in the amount of \$55,000.00 for Homeland Security items for Canadian County to be located at the Oklahoma City West Stockyards has already been approved by the Oklahoma City Office of Homeland Security. Because ACOG is the procurement agency for the Urban Area Security Initiative (UASI) grant funds, ACOG should be a party to this agreement.

**Action Requested:** Motion to authorize the ACOG Executive Director to enter into a Settlement Agreement and Release in conjunction with: The Oklahoma Office of Homeland Security, Oklahoma Department of Public Safety, Canadian County

Board of Commissioners, Oklahoma City West Stockyards, IBC DataCom, LLC, and King Electric, regarding the Urban Area Security Initiative/Homeland Security funds in the amount of \$55,000.00 to be reimbursed by the Oklahoma Office of Homeland Security, subject to approval by legal counsel.

- J. CONSIDER AUTHORIZATION FOR ACOG EXECUTIVE DIRECTOR TO EXECUTE CONTRACT AGREEMENT WITH THE GRAND GATEWAY ECONOMIC DEVELOPMENT AUTHORITY FOR NATIONAL INCIDENT MANAGEMENT SYSTEM (NIMS) FUNDING  
[\[Attachment VI-J\]](#)

**INFORMATION:** In 2006, ACOG, along with other Oklahoma regional councils of government (COGs), contracted with the Oklahoma Office of Homeland Security through the Grand Gateway Economic Development Authority to help Oklahoma entities meet, maintain, and practice NIMS compliance. As eligibility for federal preparedness funding is now dependent on compliance with the federal NIMS guidelines and many grant opportunities also require NIMS compliance, it is more important than ever for all Oklahoma entities to meet these guidelines.

The Oklahoma Office of Homeland Security has again asked for the assistance of the COGs to make sure each Oklahoma entity understands the 2007 NIMS requirements and are able to maintain NIMS compliance. Under this 12 month (March 2007-March 2008) contract, ACOG will provide technical assistance to all ACOG area entities in meeting the 2007 federal NIMS guidelines. Technical assistance provided by ACOG in 2006 proved instrumental in helping 51 of ACOG's 58 entities become NIMS compliant or near compliant. ACOG will offer assistance to those who have not yet met the 2006 requirements and hopes to assist in maintaining all entities' NIMS compliance through 2008.

**Action Requested:** Motion to authorize the ACOG Executive Director to execute a contract with the Grand Gateway Economic Development Authority to assist the Oklahoma Office of Homeland Security in providing technical assistance to the ACOG communities in compliance with the National Incident Management System, subject to approval by legal counsel.

- K. CONSIDER AUTHORIZATION FOR ACOG EXECUTIVE DIRECTOR TO EXECUTE PROJECT AMENDMENT WITH STAPLEGUN FOR GRAPHIC ARTS AND DESIGN SERVICES FOR THE 2030 OCARTS PLAN  
[\[Attachment VI-K\]](#)

**INFORMATION:** In April 2006, the ACOG Board of Directors approved a project agreement with a Central Oklahoma vendor, STAPLEGUN, for design services and

oversight of printed products of the 2030 Oklahoma City Area Regional Transportation Study (OCARTS) Plan.

The Project Agreement stipulated that STAPLEGUN would design three publications and administer the coordination, binding, and printing of all three products.

The original deadline for completion of Item D (administration and coordination of binding and printing) was Sept. 30, 2006. Due to unanticipated project delays beyond the control of STAPLEGUN, this objective was not completed by the stated deadline. As a result, staff recommends that the deadline for Item D be amended, and extended to June 30, 2007.

When completed, STAPLEGUN will provide an invoice to ACOG not to exceed \$500 for this service.

**Action Requested:** Motion to authorize the ACOG Executive Director to execute an Amendment to Project Agreement with STAPLEGUN for graphic arts and design services for the 2030 OCARTS Plan, subject to approval by legal counsel.

L. 2007 ACOG REGIONAL GIS TECHNICAL COMMITTEE MEETING DATES  
[\[Attachment VI-L\]](#)

**INFORMATION:** In compliance with the Oklahoma Open Meetings Act, the Association must submit the regular meeting date schedules to the appropriate county offices. The following proposed dates for the ACOG Regional GIS Technical Committee meetings are the first Tuesday of the months of May, August, and November at 9:00 a.m., in the ACOG conference room located at 21 E. Main Street, Suite 100, Oklahoma City, Oklahoma. Proposed meeting dates are May 1, August 7, and November 6.

**Action Requested:** Motion to approve staff's recommended 2007 meeting dates for the Regional GIS Technical Committee.

M. PRIVATE SECTOR DATA DISSEMINATION POLICY  
[\[Attachment VI-M\]](#)

**INFORMATION:** In compliance with the Oklahoma Open Records Act, the Association must provide public access to data. Staff has drafted a policy for review and the ACOG Regional GIS Technical Committee is recommending its adoption. This policy addresses requests for data from private/commercial entities only. Please see Attachment VI-M for proposed policy.

**Action Requested:** Motion to adopt the Regional GIS Technical Committee's recommended Private Sector Data Dissemination Policy.

- N. REQUESTED MODIFICATIONS TO 2006 REAP CONTRACT WITH CANADIAN COUNTY DISTRICT #3  
[\[Attachment VI-N\]](#)

**INFORMATION:** Canadian County District #3 received a 2006 REAP fund grant (T-2006-04) in the amount of \$28,683.97 for a transportation project for road repair of ½ mile of 122<sup>nd</sup> Street east of the intersection of 122<sup>nd</sup> and 270 Highway.

Canadian County District #3 has requested that the ACOG Board of Directors consider a revision of the scope of its transportation project. Please see attached letter for further details.

**Action Requested:** Motion to approve the request from Canadian County District #3 for a revised scope of work in REAP Contract T-2006-04.

VII. ITEMS REQUIRING INDIVIDUAL ACTION

- A. LEGISLATIVE STATUS REPORT

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

**Action Requested:** As desired by the Board of Directors.

VIII. NEW BUSINESS

IX. ADJOURNMENT

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

JANUARY 25, 2007 (THURSDAY)  
21 EAST MAIN STREET, SUITE 100  
OKLAHOMA CITY, OKLAHOMA  
2:01 P.M.

The first meeting of the ACOG Board of Directors for the calendar year 2007 was convened January 25, 2007, in the ACOG Conference Room, 21 East Main Street, Suite 100, Oklahoma City, Oklahoma, at 2:01 p.m., as indicated by advance notice filed with the Oklahoma County Clerk and posted at the ACOG offices.

**PRESIDING**

Hon. Mark Sharpton, Commissioner, Logan County, Chairman

**BOARD MEMBERS PRESENT**

Hon. Phill Shirey, Councilmember, Bethany  
Hon. Dave Howe, Councilmember, Choctaw  
Hon. Ken Bartlett, Councilmember, Del City  
Hon. Julie Rozsypal, Councilmember, El Reno  
Hon. Marianne Yarbrough, Councilmember, Forest Park  
Hon. Doug Hehn, Councilmember, Guthrie  
Hon. Gordon Jeney, Councilmember, Harrah  
Hon. Margaret Graham, Councilmember, Luther  
Hon. Kathy McMillan, Councilmember, Moore  
Hon. Keith Bryan, Councilmember, Mustang  
Hon. David Hopper, Councilmember, Norman  
Hon. Sam Bowman, Councilmember, Oklahoma City  
Hon. John Brown, Councilmember, Piedmont  
Hon. Larry Kesler, Councilmember, Union City  
Hon. Scott Symes, Councilmember, The Village  
Hon. Grant Hedrick, Commissioner, Canadian County  
Hon. Rusty Sullivan, Commissioner, Cleveland County  
Hon. Jim Roth, Commissioner, Oklahoma County

## **BOARD MEMBERS ABSENT**

Hon. Michael Crowley, Mayor, Calumet  
Hon. Sandra Naifeh, Mayor, Edmond  
Hon. Ray Poland, Councilmember, Jones City  
Langston City  
Hon. Mark Easton, Councilmember, Lexington  
Hon. Russell Smith, Mayor, Midwest City  
Hon. Kathy Walker, Councilmember, Nichols Hills  
Hon. Jim Pumphrey, Councilmember, Nicoma Park  
Hon. Gary Hayes, Mayor, Noble  
Hon. Linda Daniels, Mayor, Slaughterville  
Hon. Marsha Jefferson, Mayor, Spencer  
Valley Brook  
Hon. Jeff Martinez, Councilmember, Warr Acres  
Hon. Bob Bradway, Mayor, Yukon

## **ASSOCIATE MEMBERS ABSENT**

Tinker Air Force Base

## **GUESTS**

Hon. Kevin Leach, Commissioner, Logan County District #2  
Tony Rivera, City Manager, El Reno  
Mary Murphey, Logan County District #1 Commissioner's Office  
Pam Wendt, Oklahoma County District #2 Commissioner's Office  
Carol Cline, Oklahoma County District #2 Commissioner's Office  
Joe Blough, Oklahoma County District #1 Commissioner's Office  
Craig Wallace, Oklahoma County District #1 Commissioner's Office

## **STAFF PRESENT**

Zach D. Taylor, Executive Director  
Jane E. Sutter, Division Director, Intergovernmental Services  
John G. Johnson, Legal Counsel and Consultant  
Don Bown, Consultant  
Diane McCullough, Administrative Assistant/Administrative Secretary/Projects Coordinator  
Debbie Cook, Director of Finance  
Steve Willoughby, ENP, Director, E9-1-1 & Public Safety Programs  
Ellen Owens, Department Secretary  
John Harrington, Division Director, Water Resources

Yvonne Anderson, Clean Cities Program Manager  
Jerry Church, Programs Coordinator: Communications  
Doug Rex, Division Director, Transportation Planning and Data Services

**I. CALL TO ORDER – ROLL CALL**

Chairman Mark Sharpton called the meeting to order at 2:01 p.m. noting that a quorum was present.

**II. INTRODUCTION OF GUESTS**

Zach Taylor introduced Mary Murphey from the Logan County Commissioner's Office, Tony Rivera, City Manager from El Reno, Joe Blough and Craig Wallace from Oklahoma County, Hon. Kevin Leach, Commissioner from Logan County District #2, and Carol Cline and Pam Wendt from the Oklahoma County Commissioner's Office.

**III. APPROVAL OF MINUTES – REGULAR MEETING – DECEMBER 21, 2006**

This item was accidentally bypassed during the meeting. No action was taken on the item.

**IV. COMMUNICATIONS**

**A. CHAIRMAN'S REPORT**

Chairman Sharpton did not give a report.

**B. DIRECTOR'S REPORT**

Mr. Taylor said there was an amendment to the Claims List available as a handout. Additional claims were received in the ACOG office after the mailing of the agendas. The Claims List has been amended from \$184,504.41 to \$239,628.70.

Mr. Taylor said staff recently hosted a meeting of member cities affected by the recently released Tinker Air Force Base Air Installation Compatible Use Zone (AICUZ) map. Staff met with the members and Tinker staff on January 16<sup>th</sup>. A public meeting regarding the AICUZ map was held at the Del City Community Center on January 22.

Mr. Taylor said he had provided brochures from the Friends of the Capitol to each Board member. As a part of the Centennial efforts, the group is developing pavers to memorialize individuals for their contributions to Oklahoma. The pavers will be placed on the patio and front steps of the Capitol. Mr. Taylor said the brochure contained details on how those pavers could be purchased.

Mr. Taylor said staff had received confirmation on the BlueCross/Blue Shield insurance renewal for staff. The renewal came in well within the budgeted figures. There will be roughly a four percent increase in insurance costs for the upcoming year.

**V. HEARING OF DELEGATIONS OR CITIZENS**

There were no delegations or citizens requesting a hearing.

**VI. CONSENT DOCKET**

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

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

AYE: Shirey, Howe, Bartlett, Rozsypal, Yarbrough, Hehn, Jeney, Graham, McMillan, Bryan, Hopper, Bowman, Brown, Kesler, Symes, Hedrick, Sullivan, Sharpton, and Roth

NAY: None

ABSTAIN: None

**VII. ITEMS REQUIRING INDIVIDUAL ACTION**

**A. DRAFT FEDERAL LEGISLATIVE ISSUES**

Jane Sutter said draft legislative issues statements, written for Oklahoma’s Congressional Delegation, were included in the agenda packet. If approved by the Board, the statements will be delivered by the Board officers in the spring.

Ms. Sutter said the issues were developed with the Board’s involvement that began with a meeting in early September, followed by a survey completed by Board members and their municipal staff that listed members’ priorities.

Director Brown made a motion to adopt the “2007 Federal Legislative Issues, A Central Oklahoma Consensus” and to approve the delivery of the document to Oklahoma’s Congressional Delegation. The motion was seconded by Director McMillan and carried with the following vote:

AYE: Shirey, Howe, Bartlett, Rozsypal, Yarbrough, Hehn, Jeney, Graham, McMillan, Bryan, Hopper, Bowman, Brown, Kesler, Symes, Hedrick, Sullivan, Sharpton, and Roth

NAY: None

ABSTAIN: None

## **VIII. INFORMATION ITEMS**

### **A. RENEWAL OF CENTRAL OKLAHOMA CLEAN CITIES MEMORANDUM OF UNDERSTANDING**

Mr. Taylor said the Central Oklahoma Clean Cities program is the first regional approach to alternative fuels development in the country designated as such by the U.S. Department of Energy. ACOG has a Memorandum of Understanding with the Department of Energy that has to be recertified every five years. ACOG received confirmation of its continuing status through 2011 as a Clean Cities Coalition on January 9, 2007.

Mr. Taylor said since 1998, ACOG's Clean Cities program has obtained more than \$850,000 in grant awards for members to fund alternative fleets, alternative fuel infrastructure and equipment installations, the state's first Clean School Bus USA bus replacement project, and the state's first idle reduction project.

Mr. Taylor said in 2003, ACOG's Clean Cities program obtained funding for the installation of the state's first two E85 retail stations at NE 4<sup>th</sup> and Harrison, and at SW 36<sup>th</sup> and Meridian. Clean Cities staff applied for and obtained funding to establish the state's first retail biodiesel station in Lawton, Oklahoma.

Since 1995, ACOG's Clean Cities program has been involved with educating legislators regarding the benefits of keeping Oklahoma's alternative fuel tax incentives updated and renewed. The program has been successful in educating legislators regarding the licensing of low-speed electric vehicles for use on neighborhood and speed-restricted streets. ACOG's Clean Cities program has also partnered with Oklahoma Farmers Union to provide information and comparative legislation to Oklahoma legislators about tax credits for ethanol and biodiesel production facilities.

Mr. Taylor said ACOG's Clean Cities staff serves as an extensive information source. Yvonne Anderson, ACOG's Clean Cities Program Manager, was recently appointed by Oklahoma's Secretary of Energy David Fleischaker to join him on the Western Governor's Association Advisory Committee Task Force. The committee is charged with developing a policy roadmap for

alternative fuels evaluation, production and deployment in 19 western states and three Pacific Islands.

Mr. Taylor said ACOG's Clean Cities program hosted the 2002 U.S. Department of Energy Clean Cities Conference and Expo in Oklahoma City.

Mr. Taylor noted that Clean Cities technologies can be written into the strategies and tactics to be used to help the Central Oklahoma region reduce vehicle emissions as ACOG pursues an 8-Hour Ozone Flex Memorandum of Understanding with EPA.

Mr. Taylor said Clean Cities technologies that have already been incorporated into stakeholder fleets include alternative fuels such as B20-blended biodiesel, E85-blend ethanol, compressed natural gas, and propane; low speed electric vehicles, hybrid electric vehicles and fuel economy measures such as fleet "right-sizing." These technologies and strategies can be incorporated into many more fleets and some can be adopted by the general public.

Mr. Taylor noted ACOG's Clean Cities program helped open 129 Advanced Truck Stop Electrification spaces in Oklahoma City at two I-40 locations.

Mr. Taylor said in 2005, Central Oklahoma's Clean Cities fleets included approximately 3,500 alternative fuel vehicles, including diesel vehicles operating on B20. The region's fleets used more than one million gallons of alternative fuels including 846,000 gasoline gallon equivalents of compressed natural gas; 22,000 gallons of E85; and 162,000 gallons of B20.

Mr. Taylor said Yvonne Anderson is a master at providing service to local governments that want to make shifts to alternative fuels. ACOG is pleased that the Department of Energy is renewing their agreement. Mr. Taylor said there is no question that they should because of the marked progress that Yvonne and her stakeholders have been able to demonstrate.

## **B. LEGISLATIVE STATUS REPORT**

John Johnson said the Oklahoma Legislature will convene on February 5<sup>th</sup>. Legislators will have a little less than 2,600 action items on their agenda which is about 400 less action items than last year. Less than 30 percent of those bills will actually become law. Mr. Johnson said ACOG staff will again actively monitor and track legislation and report monthly to the Board on items of interest. He said if anyone had a specific interest about tracking lists, he would be happy to report to them electronically if they provided him with an email address.

## **IX. NEW BUSINESS**

No new business was brought before the Board.

Debbie Cook said a question was raised about the surplus sale held after the December Board meeting. ACOG will have made about \$210 on their surplus sale and 9-1-1 ACOG will have made \$869, for a total of \$1,079.

**X. ADJOURNMENT**

The meeting was adjourned at 2:16 p.m.

ADOPTED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2007.

\_\_\_\_\_  
CHAIRMAN

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

**ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS  
CASH STATUS REPORT  
FOR THE MONTH ENDED JANUARY 31, 2007**

	<u>SWEEP/ OPERATING</u>	<u>SAVINGS</u>	<u>WIRELESS 9-1-1</u>	<u>TOTAL</u>
Beginning Balance <i>January 1, 2007</i>				
Cash on Deposit	\$ 963,502.30	\$ 207,693.90	\$ 297,324.89	\$ 1,468,521.09
Petty Cash	1,400.00	-	-	1,400.00
Total Beginning Balance	<u>\$ 964,902.30</u>	<u>\$ 207,693.90</u>	<u>\$ 297,324.89</u>	<u>\$ 1,469,921.09</u>
Cash Receipts				
Grants & Contracts	\$ 191,067.16	\$ -	\$ -	\$ 191,067.16
Memberships	-	-	-	-
Transfers of Funds	-	4,433.74	-	4,433.74
Interest Earned	3,020.55	-	1,164.56	4,185.11
Wireless 9-1-1	-	-	337,286.57	337,286.57
Miscellaneous	2,235.86	-	-	2,235.86
Total Cash Receipts	<u>\$ 196,323.57</u>	<u>\$ 4,433.74</u>	<u>\$ 338,451.13</u>	<u>\$ 539,208.44</u>
Cash Available	\$ 1,161,225.87	\$ 212,127.64	\$ 635,776.02	\$ 2,009,129.53
Cash Disbursements				
Personnel Cost <i>(detail next page)</i>	\$ 180,831.05	\$ 3,340.56	\$ -	\$ 184,171.61
Travel	-	-	-	-
Transfers of Funds	4,433.74	-	-	4,433.74
REAP	-	-	-	-
Special Projects - UASI	197,499.21	-	-	197,499.21
Wireless 9-1-1	-	-	343,272.16	343,272.16
General Operating Expenses <i>(detail next page)</i>	58,428.65	-	-	58,428.65
Total Cash Disbursements	<u>\$ 441,192.65</u>	<u>\$ 3,340.56</u>	<u>\$ 343,272.16</u>	<u>\$ 787,805.37</u>
Ending Balance <i>January 31, 2007</i>				
Cash on Deposit	\$ 718,633.22	\$ 208,787.08	\$ 292,503.86	\$ 1,219,924.16
Petty Cash	1,400.00	-	-	1,400.00
Total Ending Balance	<u>\$ 720,033.22</u>	<u>\$ 208,787.08</u>	<u>\$ 292,503.86</u>	<u>\$ 1,221,324.16</u>

**SCHEDULE OF GENERAL OPERATING EXPENSES  
FOR THE MONTH ENDED JANUARY 31, 2007**

**Personnel Cost:**

Salaries	\$ 91,624.00	
Payroll Taxes	46,454.35	
Group Health & Life Insurance	23,485.33	
Pension Contribution & Expense	13,656.98	
Deferred Compensation	4,724.03	
Allied Arts Contributions	56.02	
United Way Contributions	830.34	
	<hr/>	
<b>Total Operating Personnel Expenditures</b>		\$180,831.05
Section 125 Employee Benefits Paid		3,340.56
<b>Total Personnel Cost</b>		<hr/> <hr/> <b>\$184,171.61</b>

**General Operating Expenses:**

Contract Personnel	4,635.49	
Development	1,214.00	
Equipment	20,388.20	
Flexible Spending Plan	120.00	
Internet Service	717.92	
Legal	1,224.88	
Maintenance & Repair Software	1,904.00	
Mileage	353.07	
Office Rent & Parking	12,316.67	
Offsite Storage	156.30	
Pension Administration	1,873.75	
Postage	1,250.00	
Professional Dues	172.00	
Public Notice/Advertising	847.96	
Publications & Subscriptions	220.00	
Supplies	4,258.79	
Supplies - Software	1,295.00	
Telephone	1,157.46	
Temporary Labor	2,352.50	
Travel	222.08	
Xerox	1,748.58	
	<hr/>	
<b>Total General Operating Expenses</b>		<hr/> <hr/> <b>58,428.65</b>

**BE IT RESOLVED**, that on this 22<sup>nd</sup> day of February, 2007, the following claims are approved by the Association of Central Oklahoma Governments; and the Director and Officers of this Association are directed to pay such claims.

1-800-Conference <i>{Telephone – 9-1-1}</i>	\$ 54.88
American Society for Public Administration <i>{Professional Dues – 9-1-1}</i>	100.00
AramSCO <i>{Special Projects – UASI}</i>	680.00
Association of Public-Safety Communication Officials <i>{Professional Dues – 9-1-1}</i>	64.00
AT&T <i>{Internet}</i>	132.00
AT&T <i>{Telephone}</i>	763.24
Big Sky Tours <i>{Travel – 9-1-1 \$1,096.40}</i>	3,064.40
Bricktown Parking Investors, LLC <i>{Parking – 9-1-1 \$150.75}</i>	405.00
Bricktown Venture II, LLC <i>{Office Rent}</i>	12,316.67
CDW Government, Inc. <i>{Equipment}</i>	1,752.91
Cher A. Bumps & Associates, Inc. <i>{FSA Fees}</i>	120.00
Cingular Wireless <i>{Telephone – 9-1-1 \$86.67}</i>	366.15

COMPUSA <i>{Supplies}</i>	1,294.81
Copy Fast Printing <i>{Printing}</i>	225.00
Electradigital <i>{Web Page Hosting}</i>	293.00
Emergency Medical Products, Inc. <i>{Special Projects – UASI}</i>	12,745.08
FedEx Kinko's <i>{Printing}</i>	69.95
Finder Binder <i>{Publications &amp; Subscriptions}</i>	150.00
General Mailing Equipment, Inc. <i>{Supplies}</i>	171.00
Government Finance Officers Association <i>{Professional Dues}</i>	145.00
Harrington, John <i>{Mileage &amp; Supplies}</i>	224.56
Henderson, Mary <i>{Petty Cash Reimbursement – 9-1-1 \$41.92}</i>	458.53
Johnson, John <i>{Consulting and Legal Service – 9-1-1 \$683.85}</i>	2,505.63
Kehoe, Lisa <i>{Mileage}</i>	154.86
M/A-Com, Inc. <i>{Special Projects – UASI}</i>	264,514.56
Marcy Service Center <i>{Supplies}</i>	190.00

Marshall, Paulette <i>{Mileage}</i>	16.47
MCI <i>{Telephone – 9-1-1 \$26.77}</i>	123.03
Midwest Trophy Mfg. Co., Inc. <i>{Advertising/Public Education – 9-1-1}</i>	1,741.11
Motorola <i>{Special Projects – UASI}</i>	18,072.30
Mott's Office Products <i>{Supplies}</i>	955.00
National Emergency Number Assoc. <i>{Publications &amp; Subscriptions – 9-1-1}</i>	30.00
Neighbors Executive Coffee <i>{Supplies}</i>	60.40
NENA 9-1-1 GTW <i>{Development – 9-1-1}</i>	395.00
Nextel Communications <i>{Telephone – 9-1-1}</i>	94.28
Nobel Systems, Inc. <i>{Maintenance &amp; Repairs}</i>	82.50
Noble, City of <i>{REAP ED 2005-60}</i>	24,500.00
Oklahoma City Chamber of Commerce <i>{Development – 9-1-1 \$50.00}</i>	250.00
Oklahoma Communications Managers Assoc. <i>{Professional Dues – 9-1-1}</i>	150.00
Pendergraft, Art <i>{Consultant}</i>	3,715.81

PSS World Medical - Dallas <i>{Special Projects – UASI}</i>	17,158.00
Rex, Doug <i>{Mileage &amp; Supplies}</i>	268.63
R.K. Black, Inc. <i>{Maintenance &amp; Repairs}</i>	210.00
Smiths Detection <i>{Special Projects – UASI}</i>	62,750.00
Southeastern Emergency Equipment <i>{Special Projects – UASI}</i>	5,054.32
Southwestern Stationery & Bank Supply <i>{Printing – 2030 OCARTS Plan}</i>	5,095.00
Stoller, Peggy <i>{Mileage}</i>	41.39
Synergy Datacom Supply Inc. <i>{Special Projects – UASI}</i>	8,256.07
Tech Resq <i>{Special Projects – UASI}</i>	23,510.00
Travis Voice & Data <i>{Supplies}</i>	30.00
Triangle/A&E, Inc. <i>{Supplies}</i>	35.00
United States Postal Service <i>{Bulk Mail &amp; Permit}</i>	410.00
Wayest Safety, Inc. <i>{Special Projects – UASI}</i>	63,095.78
WorkflowOne <i>{Offsite storage – 9-1-1 \$4.55}</i>	132.30

Xerox Corporation 1,239.87  
*{Xerox}*

Xpedx Paper & Graphics Store 263.00  
*{Supplies}*

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TOTAL FEBRUARY CLAIMS \$540,696.49

ATTEST:

\_\_\_\_\_  
CHAIRMAN

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

**REVIEW AND COMMENT REPORT  
AS OF FEBRUARY 15, 2007**

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

<u>Date Received</u>	<u>ID#</u>	<u>Agency &amp; Project</u>
02/02/07	ID#B02701	Triad Design Group/City of Yukon/U.S. Army Corps of Engineers 24-inch Water Transmission Line and Associated Storage Facility
02/14/07	ID#B14701	U.S. Army Corps of Engineers/Oklahoma Department of Environmental Quality/ Del City Development, LLC Relocation of an Unnamed Tributary and Work In a Portion of Crutcho Creek



*association of central oklahoma governments*

**ATTACHMENT VI-J**

Chair Mark Sharpton  
Logan County Commissioner

Vice-Chair Willa Johnson  
Oklahoma City Councilmember

Secretary/Treasurer Kathy Walker  
Nichols Hills Councilmember

Executive Director  
Zach D. Taylor

**DATE:** February 14, 2007

**TO:** ACOG Board of Directors

**FROM:** Wendi Marcy, Special Programs Officer

**SUBJECT:** Consider Authorization for ACOG Executive Director to Execute Contract Agreement with the Grand Gateway Economic Development Authority for National Incident Management System (NIMS) Funding

**INFORMATION:**

In 2006, ACOG, along with other Oklahoma regional councils of government, contracted with the Oklahoma Office of Homeland Security through the Grand Gateway Economic Development Authority to help Oklahoma entities meet, maintain, and practice NIMS compliance. As eligibility for federal preparedness funding is now dependent on compliance with the federal NIMS guidelines and many grant opportunities also require NIMS compliance, it is more important than ever for all Oklahoma entities to meet these guidelines.

In a post-9/11 and Hurricane Katrina world, NIMS is an important aspect of emergency response. In a catastrophe where multiple jurisdictions must respond at the same time to render aid, NIMS offers a universal procedure that allows for better communication between the agencies which speeds up recovery.

The Oklahoma Office of Homeland Security has again asked for the assistance of the COGs to make sure each Oklahoma entity understands the 2007 NIMS requirements and are able to maintain NIMS compliance. Under this 12 month (March 2007-March 2008) contract, ACOG will provide technical assistance to all ACOG area entities in meeting the 2007 federal NIMS guidelines. Technical assistance provided by ACOG in 2006 proved instrumental in helping 51 of ACOG's 58 entities become NIMS compliant or near compliant. ACOG will offer assistance to those who have not yet met the 2006 requirements and hopes to assist in maintaining all entities' NIMS compliance through 2008.

**Action Requested:**

Motion to authorize the ACOG Executive Director to execute a contract with the Grand Gateway Economic Development Authority to assist the Oklahoma Office of Homeland Security in providing technical assistance to the ACOG communities in compliance with the National Incident Management System, subject to approval by legal counsel.

WM:sny



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**ATTACHMENT VI-K**

Chair Mark Sharpton  
Logan County Commissioner

Vice-Chair Willa Johnson  
Oklahoma City Councilmember

Secretary/Treasurer Kathy Walker  
Nichols Hills Councilmember

Executive Director  
Zach D. Taylor

**DATE:** February 14, 2007

**TO:** ACOG Board of Directors

**FROM:** Jerry Church, Programs Coordinator: Communications

**SUBJECT:** Consider Authorization for ACOG Executive Director to Execute Project Amendment with STAPLEGUN for Graphic Arts and Design Services for the 2030 OCARTS Plan

**INFORMATION:**

In April 2006, the ACOG Board of Directors approved a project agreement with a Central Oklahoma vendor, STAPLEGUN, for design services and oversight of printed products of the 2030 Oklahoma City Area Regional Transportation Study (OCARTS) Plan. The Project Agreement stipulated that STAPLEGUN would design three publications and administer the coordination, binding, and printing of all three products.

The original deadline for completion of Item D (administration and coordination of binding and printing) was Sept. 30, 2006. Due to unanticipated project delays beyond the control of STAPLEGUN, this objective was not completed by the stated deadline. As a result, staff recommends that the deadline for Item D be amended, and extended to June 30, 2007. When completed, STAPLEGUN will provide an invoice to ACOG not to exceed \$500 for this service.

**Action Requested:**

Motion to authorize the ACOG Executive Director to execute an Amendment to Project Agreement with STAPLEGUN for graphic arts and design services for the 2030 OCARTS Plan, subject to approval by legal counsel.

JC/sny



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**ATTACHMENT VI-L**

Chair Mark Sharpton  
Logan County Commissioner

Vice-Chair Willa Johnson  
Oklahoma City Councilmember

Secretary/Treasurer Kathy Walker  
Nichols Hills Councilmember

Executive Director  
Zach D. Taylor

**DATE:** February 14, 2007  
**TO:** ACOG Board of Directors  
**FROM:** Jane E. Sutter, Division Director, Intergovernmental Services  
**SUBJECT:** 2007 ACOG Regional GIS Technical Committee Meeting Dates

**INFORMATION:**

In compliance with the Oklahoma Open Meetings Act, the Association must submit the regular meeting date schedules to the appropriate county offices. The following proposed dates for the ACOG Regional GIS Technical Committee meetings are the first Tuesday of the months of May, August, and November at 9:00 a.m., in the ACOG conference room located at 21 E. Main Street, Suite 100, Oklahoma City, Oklahoma.

May 1

August 7

November 6

**Action Requested:**

Motion to approve staff's recommended 2007 meeting dates for the Regional GIS Technical Committee.

JES/sny



*association of central oklahoma governments*

**ATTACHMENT VI-M**

Chair Mark Sharpton  
Logan County Commissioner

Vice-Chair Willa Johnson  
Oklahoma City Councilmember

Secretary/Treasurer Kathy Walker  
Nichols Hills Councilmember

Executive Director  
Zach D. Taylor

**DATE:** February 14, 2007  
**TO:** ACOG Board of Directors  
**FROM:** Brad Nesom, Sr. 9-1-1 GIS Data Specialist  
**SUBJECT:** Private Sector Data Dissemination Policy

**INFORMATION:**

In compliance with the Oklahoma Open Records Act, the Association must provide public access to data. Staff has drafted a policy for review and the ACOG Regional GIS Technical Committee is recommending its adoption. This policy addresses requests for data from private/commercial entities only.

PRIVATE SECTOR DATA DISSEMINATION POLICY

The Association of Central Oklahoma Governments and the 9-1-1 Association of Central Oklahoma Governments in compliance with **The U.S. Freedom of Information Act (FOIA)** and **The Oklahoma Open Records Act**, will provide Geographic Information System (GIS) database information to The Oklahoma University Geo Info Systems Department for the purpose of providing accessibility to private/commercial entities. The GIS layers to be shared are those currently being maintained by ACOG/9-1-1 ACOG (street centerlines, political/jurisdictional boundaries, railroads, and the 2 mile buffer zone surrounding the region.) All requests of this nature from private/commercial entities will be referred to the regional data available through this service by download for free or specific areas by special order as per OU Geo Info policy.

This policy only pertains to the “as is” regional data set housed by ACOG/9-1-1 ACOG and does not preclude any member entity from establishing its own policies and releasing their respective data in a non-regional data set format. ACOG will not disseminate any regional data to any private/commercial requestor except through this policy, unless otherwise authorized by the Division Director or Executive Director.

**Action Requested:**

Motion to adopt the Regional GIS Technical Committee's recommended Private Sector Data Dissemination Policy.

BN:sny



*association of central oklahoma governments*

**ATTACHMENT VI-N**

Chair Mark Sharpton  
Logan County Commissioner

Vice-Chair Willa Johnson  
Oklahoma City Councilmember

Secretary/Treasurer Kathy Walker  
Nichols Hills Councilmember

Executive Director  
Zach D. Taylor

**DATE:** February 14, 2007  
**TO:** ACOG Board of Directors  
**FROM:** Zach D. Taylor, Executive Director  
**SUBJECT:** Requested Modifications to 2006 REAP Contract with Canadian County District #3

**INFORMATION:**

Canadian County District #3 received a 2006 REAP fund grant (T-2006-04) in the amount of \$28,683.97 for a transportation project for road repair of ½ mile of 122<sup>nd</sup> Street east of the intersection of 122<sup>nd</sup> and 270 Highway.

Canadian County District #3 has requested that the ACOG Board of Directors consider a revision of the scope of its transportation project. Please see attached letter for further details.

Additionally, any revision or modification of ACOG's subcontract with a REAP grant recipient requires approval by the State Auditor and Inspector. Therefore, if the Board of Directors should approve the request of Canadian County District #3 to modify their subcontract with ACOG, then staff must also seek written approval from the State Auditor and Inspector of such revisions or modifications.

**Action Requested:**

Motion to approve the request from Canadian County District #3 for a revised scope of work in REAP Contract T-2006-04.

ZDT:sny

OFFICE OF  
*County Commissioners*

201 N. CHOCTAW  
CANADIAN COUNTY, OKLAHOMA  
EL RENO, OKLAHOMA 73036

Phil Carson, District No. 1  
Don Young, District No. 2  
Grant Hedrick, Jr., District No. 3

County Commissioners Office Phone  
(405) 262-1070, Ext. 200  
(405) 422-2429 FAX

January 26, 2007

A.C.O.G.

JAN 29 2007

By \_\_\_\_\_

Association of Central Oklahoma Governments  
21 E. Main Street, Suite 100  
Oklahoma City, OK 73104-2405

RE: REAP PROJECT – T-2006-04  
122<sup>nd</sup> Street  
\$28, 683.97

To Whom It May Concern:


In regard to REAP Project T-2006-04, we respectfully request a change of scope with the Grant funds.

The original road, 122<sup>nd</sup> Street, needed more extensive repair than was estimated in the beginning, including bridge repair. We would like to shift funds to Calumet Road and Elm Street for a kiln dust base, drainage, oil and chip.

We feel this would be a better use of the funds after looking at the need of the original project.

If you have any questions, or we can be of any further assistance please feel free to call.

Respectfully,

  
Grant Hedrick, Jr., Commissioner  
Canadian County District #3

GH:cac



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