



association of central oklahoma governments

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

AGENDA

JOINT LAND USE STUDY (JLUS) POLICY COMMITTEE

Friday, June 22, 2007
10:00 a.m.

ACOG Conference Room
21 E. Main Street, Suite 100, Oklahoma City, OK 73104

- A. Call to Order and Introductions ([Attachment A](#))
- B. Approval of the May 4, 2007 Minutes ([Attachment B](#))
- C. Receive Recommendation from the Consultant Evaluation Subcommittee and Approve Consulting Firm to Conduct the Tinker AFB Joint Land Use Study ([Attachment C](#))
- D. New Business
- E. Adjourn

JLUS Policy Committee Members and Alternates

Name	Title	Entity	
Dave Howe			Chairman
Roger Malone	Councilmember	City of Choctaw	Member
Randy Ross	Mayor	City of Choctaw	Alternate
George Skinner	Commissioner	Cleveland County	Member
Denise Heavner	County Assessor	Cleveland County	Alternate
Brian Linley	Mayor	City of Del City	Member
Dick Carter	Councilmember	City of Del City	Alternate
Russell Smith	Mayor	City of Midwest City	Member
James L. Ray	Councilmember	City of Midwest City	Alternate
Kevin Loudermilk	Councilmember	City of Nicoma Park	Member
Theron Franks	Councilmember	City of Nicoma Park	Alternate
Pete White	Councilmember	City of Oklahoma City	Member
Willa Johnson	Councilmember	City of Oklahoma City	Alternate
Brent Rinehart	Commissioner	Oklahoma County	Member
		Oklahoma County	Alternate
Earnest Ware	Vice Mayor	City of Spencer	Member
James C. Talley	Councilmember	City of Spencer	Alternate
Col. Lisa M. Tucker	72 ABW/Vice Commander	Tinker Air Force Base	Ex-Officio
Gene Gallogly	Director, Base Civil Engineer	Tinker Air Force Base	Ex-Officio
Richard Burpee	Lt. Gen. USAF Ret.	Okla. Strategic Military Planning Commission	Member

Note: Col. Tucker begins at TAFB July 2007

MINUTES

**JOINT LAND USE STUDY (JLUS) POLICY COMMITTEE
JOINT LAND USE STUDY (JLUS) TECHNICAL WORK GROUP
Friday, May 4, 2007
10:00 a.m.**

The Joint Land Use Study (JLUS) Policy Committee and the Joint Land Use Study (JLUS) Technical Work Group convened for an initial meeting on Friday, May 4, 2007, at 10:00 a.m. in the ACOG Conference Room at 21 E. Main Street, Suite 100, Oklahoma City, Oklahoma.

PRESIDING

Mr. Dave Howe, Chairman

POLICY COMMITTEE MEMBERS PRESENT

Hon. George Skinner	Cleveland County
Hon. Dick Carter	City of Del City
Hon. Russell Smith	City of Midwest City
Hon. Jim Ray (alternate)	City of Midwest City
Hon. Willa Johnson (alternate)	City of Oklahoma City
Hon. Brent Rinehart	Oklahoma County
Hon. Earnest Ware	City of Spencer
Mr. Gene Gallogly	Tinker Air Force Base – Ex Officio
Mr. Dick Burpee	Oklahoma Strategic Military Planning Commission

TECHNICAL WORK GROUP MEMBERS PRESENT

Dan Cary	Cleveland County
Bob Wood	Cleveland County
Tom Leatherbee	City of Del City
Hon. Jim Pumphrey	City of Nicoma Park
Beverly McManus	City of Nicoma Park
Aubrey Hammontree	City of Oklahoma City
Tyler Gammon	Oklahoma County
Ruth Walters	Oklahoma County
Karen Scovill	City of Spencer
Bill Dalke	Tinker Air Force Base, Ex Officio
LouAnna Munkres	Tinker Air Force Base, Ex Officio

GUESTS PRESENT

Cyrena Eitler	U.S. Office of Economic Adjustment (OEA), DOD
Brian Ockenfels	Tinker Air Force Base
Mark Edwards	City of Del City
Anais Starr	City of Midwest City
Erik Brandt	Oklahoma County

STAFF PRESENT

Zach Taylor	ACOG
Holly Massie	ACOG
Susan Yingling	ACOG
John Sharp	ACOG
Jerry Church	ACOG

A. WELCOME AND INTRODUCTION

Chairman Howe welcomed all of the attendees and asked everyone to introduce themselves to the rest of the group.

B. OVERVIEW OF THE JLUS PROGRAM

Cyrena Eitler showed a video, *The Base Next Door*, which demonstrated the common issues associated with building near an Air Force base and how the JLUS process can help minimize those issues.

C. RECOMMENDATIONS OF THE 2006 TINKER AIR FORCE BASE

Bill Dalke gave a PowerPoint presentation about the Air Installation Compatible Use Zone (AICUZ) Study for Tinker AFB that was released to the public in January, 2007.

D. ROLES OF THE JLUS POLICY AND TECHNICAL COMMITTEES

Zach Taylor gave an overview of the roles and responsibilities of the JLUS Policy and Technical Committees. He said the Policy Committee will be responsible for the overall direction of the JLUS, which will include: review and approval of the JLUS grant application, budget and request for proposals (RFP); selection of the JLUS consultant, approval of the study design and final work program, including the plan to involve the general public, affected city councils/county commissioners and other interested parties; participation in public involvement efforts; approval of draft and final written reports; approval of policy recommendations resulting from the JLUS effort; and monitoring the implementation of the adopted policies.

Mr. Taylor said the Technical Committee will be responsible for identifying and studying the technical aspects of the JLUS process and provide recommendations to the Policy Committee. This will include: review of the RFP for seeking a JLUS consultant; recommendation on the selection of the JLUS consultant (some members will participate in the evaluation of proposals received and the interview process); sharing local data, maps, ordinances and other information important to the development of the study; participation in public involvement efforts; technical review of draft and final written reports; and participation in the development of policy recommendations and implementation of adopted policies.

E. PRESENTATION AND APPROVAL OF DRAFT OEA GRANT APPLICATION AND REQUEST FOR PROPOSALS

Holly Massie gave an overview of the draft five-part grant application recently submitted electronically to the Office of Economic Adjustment. She stated that OEA has authorized ACOG to proceed with procurement of a consultant, and the final grant application will be submitted in the future based on a budget that reflects the cost of hiring the consultant. Zach Taylor asked that no one discuss the estimated budget for contractual services in order to ensure the integrity of the competitive procurement process.

Mr. Rinehart made a motion to approve the OEA grant application and Request for Proposals for the JLUS. The motion was seconded by Mr. Smith and carried with the following vote:

AYE: Howe, Skinner, Carter, Smith, Johnson, Ware, Rinehart, Burpee

NAY: None

ABSTAIN: None

F. ESTABLISHMENT OF SUBCOMMITTEE TO REVIEW JLUS PROPOSALS AND APPROVAL OF EVALUATION CRITERIA

Zach Taylor requested volunteers from the JLUS Technical Work Group to serve on the subcommittee.

Mr. Burpee made a motion to approve the appointment of the following JLUS Technical Work Group members to the Consultant Evaluation Subcommittee:

Judy Gordon, Del City
Tom Leatherbee (alternate), Del City
Billy Harless, Midwest City
Ron Green (alternate), Midwest City
John Dugan, Oklahoma City
Aubrey Hamontree (alternate), Oklahoma City
Ruth Walters, Oklahoma County
Tyler Gammon (alternate), Oklahoma County
Bill Dalke - Advisory, Tinker AFB
Holly Massie - Advisory, ACOG

The motion was seconded by Mr. Rinehart and carried with following vote:

AYE: Howe, Skinner, Carter, Smith, Johnson, Rinehart, Ware, Burpee

NAY: None

ABSTAIN: None

Zach Taylor then reviewed the proposed consultant evaluation criteria as detailed in the agenda memorandum. Ms. Eitler asked that the evaluation criteria be amended to specify cost as one of the criteria. Mr. Taylor said that staff would amend item nine of the criteria to more clearly reflect cost as part of the evaluation.

Mr. Rinehart made a motion to approve the evaluation criteria with the amendment of item nine. The motion was seconded by Mr. Ware and carried on the following vote:

AYE: Howe, Skinner, Carter, Smith, Johnson, Rinehart, Ware, Burpee

NAY: None

ABSTAIN: None

G. SET FUTURE MEETING DATES

The proposed future meeting dates were listed as the first Friday of every month at 10:00 a.m. for the Technical Work Group, and the third Friday of each month at 10:00 a.m. for the Policy Committee. Mr. Taylor noted that adjustments to these dates may be needed as we proceed, and staff will notify the committee members of changes as early as possible.

Ms. Johnson made a motion to approve the proposed meeting dates. The motion was seconded by Mr. Rinehart and carried on the following vote:

AYE: Howe, Skinner, Carter, Smith, Johnson, Rinehart, Ware, Burpee

NAY: None

ABSTAIN: None

H. QUESTIONS

There were no questions.

I. ADJOURNMENT

The meeting was adjourned at 11:00 a.m.

ADOPTED THIS _____ DAY OF _____, 2007.

CHAIRMAN

EXECUTIVE DIRECTOR

ACOG

Association of Central Oklahoma Governments

21 E. Main St, Suite 100, Oklahoma City, OK 73104-2405
(405) 234-2264 Fax: (405) 234-2200 TDD: (405) 234-2217
www.acogok.org e-mail: acog@acogok.org

MEMORANDUM

DATE: June 15, 2007

TO: Joint Land Use Study (JLUS) Policy Committee

FROM: Zach D. Taylor, Executive Director

SUBJECT: Recommendation from the Consultant Evaluation Subcommittee for Selection of Consulting Firm to Conduct the Tinker AFB Joint Land Use Study

INFORMATION:

The Request for Proposals for the Tinker AFB Joint Land Use Study was issued on May 14, 2007, with proposals due to ACOG on June 11. In response to the RFP, ACOG received four proposals from firms with experience in community and military installation planning.

The Consultant Evaluation Subcommittee, which was appointed by the JLUS Policy Committee during the May 4, 2007 meeting, met on June 13 to review and score each of the proposals using the evaluation criteria, also approved by the Policy Committee on May 4. As a result of the Subcommittee's evaluations, three firms have been invited for interviews on Tuesday, June 19.

The subcommittee's final recommendation will be presented at the upcoming JLUS Policy Committee meeting for your review and action.

ACTION REQUESTED:

Receive Recommendation from the Consultant Evaluation Subcommittee and Approve Consulting Firm to Conduct the Tinker AFB Joint Land Use Study.