

PLEASE NOTIFY ACOG AT 234-2264 (TTY 234-2217) BY 5:00 P.M. May 28
IF YOU DESIRE A SIGN LANGUAGE INTERPRETER AT THE MEETING

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
BOARD OF DIRECTORS
THURSDAY, MAY 31, 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 APRIL 26, 2007
[Attachment III]
- IV. COMMUNICATIONS
 - A. CHAIRMAN’S REPORT
 - B. DIRECTOR’S REPORT
- V. HEARING OF DELEGATIONS OR CITIZENS
- VI. CONSENT DOCKET

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

Visit <http://acogok.org/Newsroom/Downloads07/may07bod.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 – MAY CLAIMS
[\[Attachment VI-A\]](#)

INFORMATION: Consideration of materials claims budgeted for the Association in the amount of \$611,695.32. 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 May claims against the Association.

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

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

Action Requested: Motion to concur with the Clearinghouse action.

INTERMODAL TRANSPORTATION POLICY COMMITTEE REPORT

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

For a direct link to the ITPC agenda, please go to
<http://acogok.org/Newsroom/Downloads07/may07itpc.pdf>.

- C. PROPOSED FINAL 2008 OCARTS AREA UNIFIED PLANNING WORK PROGRAM (UPWP)
[\[Attachment C\]](#)

INFORMATION: In preparation for submittal of the Final FY 2008 UPWP to the Federal Highway Administration (FHWA), Federal Transit Administration (FTA) and the Oklahoma Department of Transportation (ODOT), a summary of the Work Program is provided in the agenda. The total UPWP financial picture is slightly different than shown in the preliminary budget that the Committee reviewed in February. ACOG's budget has increased by \$65,712 to reflect an increase of

in-kind contribution from ODOT for Task 2.03(6): *Regional Accident Analysis, Accident Reduction, and Safety Conscious Planning* (\$50,000); an increase in funding for 3.01: *Citizen Participation and Public Information* (\$10,000); and additional personnel costs (\$5,712). The ITTC recommends approval.

Action Requested: Motion to endorse approval the proposed Final FY 2008 OCARTS Area Unified Planning Work Program and endorse authorization of staff to proceed with executing related contracts and agreements, subject to availability of funds.

- D. PUBLIC HEARING AND ACTION ON REQUEST FOR AMENDMENTS TO THE FFY 2007-2010 TRANSPORTATION IMPROVEMENT PROGRAM BY ODOT
(Attachment D)

INFORMATION: The Oklahoma Department of Transportation (ODOT) has requested several amendments to the FFY 2007 element of the FFY 2007-2010 OCARTS Area Transportation Improvement Program (TIP) to include projects related to the I-40 Crosstown relocation. The ITTC recommends approval.

Action Requested: Motion to endorse amendment of the FFY 2007 element of the FFY 2007-2010 OCARTS Area TIP to include multiple projects related to the relocation of the I-40 Crosstown Bridge, as requested by ODOT.

- E. APPROVAL OF FINAL FFY 2008-2011 OCARTS AREA TRANSPORTATION IMPROVEMENT PROGRAM (TIP)
(Attachment E)

INFORMATION: Last month the Preliminary FFY 2008-2011 OCARTS Area TIP was made available for public review and comment, was available on ACOG's Web site, at metro area libraries and was provided to committee members. The Final FFY 2008-2011 OCARTS Area TIP will be provided to the Oklahoma Department of Transportation for approval (as the Governor's designee) and incorporated into the Preliminary FFY 2008-2011 Statewide Transportation Improvement Program (STIP). The ITTC recommends approval.

Action Requested: Motion to endorse approval of the Final FFY 2008-2011 OCARTS Area Transportation Improvement Program, and submission of the same to the Oklahoma Department of Transportation for approval and incorporation into the Preliminary FFY 2008-2011 Statewide Transportation Improvement Program (STIP).

F. EMISSION REDUCTION MEASURES FOR 8-HOUR OZONE FLEX PROGRAM
{Attachment F}

INFORMATION: The Environmental Protection Agency's Office of Air Quality Planning and Standards announced a new initiative called the 8-Hour Ozone Flex program on May 18, 2006. The purpose of the program is to support and reward innovative, voluntary, local strategies to reduce ground-level ozone, thereby improving air quality and helping areas maintain attainment with the national ozone standard. On May 9, ACOG hosted its second stakeholder meeting to showcase the emission reduction projects that had been accumulated to date. A description of the draft measures is attached for your review. ACOG staff will be meeting with several stakeholders over the next week to finalize the emission reduction measures. A final list will be presented at the May ITPC meeting.

Action Requested: Motion to endorse approval of the use of local and regional emission reduction measures for inclusion in the Central Oklahoma 8-Hour Ozone Flex Program and submit the same to EPA.

G. MID-YEAR STATUS REPORT ON THE OBLIGATION OF FFY 2007 SURFACE TRANSPORTATION PROGRAM URBANIZED AREA (STP-UZA) FUNDS AND PENDING PROJECTS
{Attachment G}

INFORMATION: A status report is provided reflecting the Surface Transportation Program Urbanized Area (STP-UZA) funds obligated during the first half of FFY 2007 and funds anticipated to be obligated by the end of the federal fiscal year.

Action Requested: None. For information only.

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

INFORMATION: In the ITPC agenda is information on the status of all OCARTS area Surface Transportation Program Urbanized Area (STP-UZA) projects, as provided by the ODOT Local Government Division.

Action Requested: None. For information only.

This concludes the Intermodal Transportation Policy Committee Report.

I. REQUEST AUTHORIZATION FOR ACOG EXECUTIVE DIRECTOR TO EXECUTE CONTRACT AGREEMENT WITH U.S. DEPT. OF ENERGY CONTRACTOR FOR CLEAN CITIES PROJECT FUNDING
(Attachment VI-I)

INFORMATION: The U.S. Department of Energy (DOE) requests ACOG's Clean Cities Program participation in a Clean Cities Coalition Programmatic Support project. Project funding is being administered through Research and Development Solutions (RDS), LLC, under its Research and Development Support System (RDSS) Prime Contract with the National Energy Technology Laboratory (NETL)/U.S. Department of Energy. Clean Cities Programmatic Support to ACOG is in the amount of \$10,000. Programmatic support is for the project period of March 23, 2007 through October 31, 2007.

Project deliverables include:

- Completion of the annual Clean Cities Coalition Survey
- Confirmation of the existence and operation of Alternative Fuel Vehicle (AFV) refueling sites in the coalition area and monthly reporting of station openings and closings to DOE's Alternative Fuel Data Center
- Fulfilling periodic data requests for regional market assessment information
- Providing agenda and or meeting summaries from stakeholder meetings and special Clean Cities outreach and training events
- Submitting information related to success stories, fleet profiles, special recognition awards, and community efforts that highlight Clean Cities' progress in the coalition area

Action Requested: Motion to authorize the ACOG Executive Director to execute Clean Cities' Programmatic Support contract with RDS, LLC, prime contractor for the U.S. Department of Energy and its project management agency, NETL, subject to approval of legal counsel.

J. TRANSPORTATION MODELING CONSULTANT AGREEMENT
(Attachment VI-J)

INFORMATION: The Association wishes to renew its contract for consulting services with Art Pendergraft as outlined in the attached Consultant Retainer Agreement for a 12-month period beginning July 1, 2007. The consulting services would include assistance with the FY 2008 Unified Work Program and related transportation modeling projects.

Action Requested: Motion to authorize the ACOG Executive Director to execute the Consultant Retainer Agreement with Art Pendergraft, subject to approval by legal counsel, for the 12-month period beginning July 1, 2007.

VII. ITEMS REQUIRING INDIVIDUAL ACTION

A. PROPOSED FY 2006-2007 BUDGET AMENDMENT
[\[Attachment VII-A\]](#)

INFORMATION: The Association is well into its 2006-2007 fiscal year, and staff proposes to amend the budget to more closely reflect estimated revenues and expenditures and reflect Board actions taken throughout the fiscal year. Please refer to Item VII-A of the agenda packet.

Action Requested: Motion to approve the recommended budget agreement.

B. ELECTION OF OFFICERS FOR THE ACOG BOARD OF DIRECTORS
[\[Attachment VII-B\]](#)

INFORMATION: The Nomination Committee met to consider nominations for the officers of the Board of Directors. Their recommendations are included as Item VII-B of the agenda packet.

Action Requested: Motion to approve the recommendations of the Nomination Committee for election of officers of the Board of Directors, delegates to the Association of Regional Councils (OARC), and representatives to the Oklahoma Conference of Mayors.

C. RESOLUTION – BANKING SIGNATURES
[\[Attachment VII-C\]](#)

INFORMATION: With the election of new officers, it is necessary to approve an official custodians' resolution authorizing ACOG's current signatories to conduct business with ACOG's financial institutions.

Action Requested: Motion to approve the official custodians' resolution for FY 2007.

D. CHANGES RELATED TO ACOG'S RETIREMENT PLAN
[\[Attachment VII-D\]](#)

INFORMATION: The Pension Protection Act of 2006 was signed into law by President Bush on August 17, 2006. One provision of this law took effect in 2007 for defined contribution plans that requires all employer contributions to vest at least as fast 3-year cliff or 6-year graded schedules. ACOG's retirement plan was established using a 7-year graded schedule. The vesting percentages were 2 years, 20%; 3 years, 30%; 4 years, 40%; 5 years, 60%; 6 years, 80%; and 7 years, 100%. The required 6-year graded schedule revises the vesting percentages to 2 years, 20%; 3 years, 40%; 4 years, 60%; 5 years, 80%; and 6 years, 100%. This legally-mandated change is reflected in the attached, revised Retirement Personnel Policy. Also attached is an investment policy statement for the ACOG Retirement Income Plan. The purpose of this investment policy statement is to establish in writing the investment objectives and guidelines that will be used to administer the retirement plan's investment program. Adoption of this statement will help ACOG meet its fiduciary obligations under a qualified retirement plan and manage its fiduciary risk and will become effective immediately upon adoption.

Action Requested: Motion to approve the revised Retirement Personnel Policy and to adopt the new Investment Policy Statement of the Association of Central Oklahoma Governments Retirement Income Plan, subject to approval by legal counsel. The new policy will become effective immediately upon its adoption.

E. 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. INFORMATION ITEMS

A. ORIENTATION FOR NEW REGIONAL LEADERS

IX. NEW BUSINESS

X. ADJOURNMENT

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS

BOARD OF DIRECTORS

APRIL 26, 2007 (THURSDAY)
21 EAST MAIN STREET, SUITE 100
OKLAHOMA CITY, OKLAHOMA
1:47 P.M.

The fourth meeting of the ACOG Board of Directors for the calendar year 2007 was convened April 26, 2007, in the ACOG Conference Room, 21 East Main Street, Suite 100, Oklahoma City, Oklahoma, at 1:47p.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. Roger Malone, Councilmember, Choctaw
Hon. Ken Bartlett, Councilmember, Del City
Hon. Marianne Yarbrough, Councilmember, Forest Park
Hon. Julie Rozsypal, Councilmember, El Reno
Hon. Jon Gumerson, Mayor, Guthrie
Hon. Ray Poland, Councilmember, Jones City
Hon. Margaret Graham, Councilmember, Luther
Hon. Russell Smith, Mayor, Midwest City
Hon. David Roberts, Councilmember, Moore
Hon. Kathy Walker, Councilmember, Nichols Hills
Hon. Jim Pumphrey, Councilmember, Nicoma Park
Hon. David Hopper, Councilmember, Norman
Hon. Willa Johnson, Councilmember, Oklahoma City
Hon. Larry Kesler, Councilmember, Union City
Hon. Grant Hedrick, Commissioner, Canadian County
Hon. Rusty Sullivan, Commissioner, Cleveland County

Hon. Jim Roth, Commissioner, Oklahoma County

BOARD MEMBERS ABSENT

Hon. Saundra Naifeh, Mayor, Edmond

Hon. Gordon Jeney, Councilmember, Harrah

Hon. Michael Crowley, Mayor, Calumet

Langston City

Hon. Mark Easton, Councilmember, Lexington

Hon. Keith Bryan, Councilmember, Mustang

Hon. Gary Hayes, Mayor, Noble

Hon. John Brown , Councilmember, Piedmont

Hon. Linda Daniels, Mayor, Slaughterville

Hon. Marsha Jefferson, Mayor, Spencer

Valley Brook

Hon. Scott Symes, Councilmember, The Village

Hon. Jeff Martinez, Councilmember, Warr Acres

Hon. Bob Bradway, Mayor, Yukon

ASSOCIATE MEMBERS ABSENT

Tinker Air Force Base

GUESTS

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

Oklahoma State Representative Jason Murphey

Joe Blough, Oklahoma City

Jamie Maddy, Political Affairs Coordinator, Chesapeake Energy

Karlie Foster, James Griffith Intermediate School

Kevin Lynch, Logan County

Dave Howe, Choctaw

STAFF PRESENT

Zach D. Taylor, Executive Director

Jane E. Sutter, Division Director, Intergovernmental Services

John G. Johnson, Legal Counsel and Consultant

Susan Yingling, Administrative Assistant, Administration

Diane McCullough, Projects Coordinator, Intergovernmental Services

Debbie Cook, Director of Finance
Steve Willoughby, ENP, Director, E9-1-1 & Public Safety Programs
Wendi Marcy, 9-1-1 Special Programs Officer
Ellen Owens, Department Secretary
John Harrington, Division Director, Water Resources
Yvonne Anderson, Clean Cities Program Manager
Jerry Church, Programs Coordinator: Communications

I. CALL TO ORDER – ROLL CALL

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

II. INTRODUCTION OF GUESTS

Zach Taylor introduced Mary Murphey from the Logan County Commissioner’s Office, and Pam Wendt and Carol Cline from the District 2 Oklahoma County Commissioner’s Office. He also introduced Marsha Blaire, Slaughterville’s City Manager, Kevin Lynch and Representative Jason Murphey from Logan County, Joe Blough from Oklahoma City, Chesapeake’s Jamie Maddy, and Russell Smith’s granddaughter, Karlie Foster.

III. A. APPROVAL OF MINUTES - REGULAR MEETING – March 31, 2007

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

AYE: Shirey, Malone, Bartlett, Rozsypal, Yarbrough, Gumerson, Graham, Smith, Walker, Pumphrey, Hopper, Johnson, Kesler, Hedrick, Sullivan, Sharpton and Roth

NAY: None

ABSTAIN: None

IV. COMMUNICATIONS

A. CHAIRMAN’S REPORT

Chairman Sharpton made appointments to ACOG’s Nomination’s Committee. Those appointed included continuing members who are officers of the ACOG Board of Directors, Garber-Wellington Association and 9-1-1 Association which included Mark Sharpton, Willa Johnson, Kathy Walker, John Brown, Jim Pumphrey, Marsha Jefferson, Grant Hedrick and David Hopper. Also appointed were representatives of the entities of Moore (Kathy McMillan), Midwest City (Russell Smith),

The Village (Scott Symes), Oklahoma County (Jim Roth) and Mustang (Keith Bryan). Chairman Sharpton said if anyone else desired to serve on the committee they would be welcome.

Chairman Sharpton also made appointments to ACOG's Budget Committee. Those appointed included continuing members who are officers of the ACOG Board of Directors, Garber-Wellington Association and 9-1-1 Association which included Mark Sharpton, Willa Johnson, Kathy Walker, John Brown, Jim Pumphrey, Marsha Jefferson, Grant Hedrick, and David Hopper. Also appointed were representatives from the entities of Del City (Ken Bartlett), The Village (Scott Symes), Midwest City (Russell Smith) and Luther (Margaret Graham). Chairman Sharpton said if anyone else desired to serve on the committee they would be welcome.

Zach Taylor presented Jon Gumerson and Dave Howe with pieces of glass artwork in recognition for their service and leadership. Mr. Taylor said staff and the Board appreciated all Director Gumerson and Director Howe have done for ACOG and the region. Both Director Howe and Director Gumerson thanked the Board and said it had been a pleasure serving on the board.

B. DIRECTOR'S REPORT

Mr. Taylor said there was an amendment to the claims list under the Consent Docket due to revised invoices sent to staff after the agendas were mailed. The Hudiburg Auto Group had a reduced claim of \$114,124.00 instead of the original reported claim of \$126,864.00, therefore amending the claims list from \$634,245.54 to \$621,505.54.

Mr. Taylor also pointed out the addendum to the Consent Docket with the addition of Item N regarding the adoption of the population estimates for the next fiscal year for weighted votes.

Mr. Taylor said staff had participated in a convening of metro area legislators along with a number of other groups in which staff was allowed to profile two of ACOG's issues. Staff talked about transportation in the metro area and ongoing funding needs and air quality issues. Mr. Taylor said he had been asked to present the Fixed Guideway Study at the Oklahoma City Chamber's retreat in Ardmore.

Mr. Taylor told the Board the first Joint Land Use Study meeting, including both the technical and policy committees, would be held Friday, May 4 at 10 a.m. at the ACOG Conference Room.

Mr. Taylor said staff would be coming forward with an amendment to the personnel program as it relates to retirement. The federal government changed the federal retirement laws and more particularly as it pertains to the vesting schedule. Mr. Taylor said the current ACOG schedule was seven years, but the amendment, which is mandated by federal law, would shift that to a six year vesting schedule.

Mr. Taylor reported that Assistant District Attorney, Gay Tudor, had, at the staff's request, provided supplemental training at the regular monthly meeting of the Metro Area City Managers. The training was on open meetings and open records criteria and helped provide a similar understanding of requirements among the attendees.

Mr. Taylor announced the U.S. Department of Energy had recognized the Clean Cities Program by awarding ACOG a General Motors \$2,000 Incentive Reward for the activities carried out by Yvonne Anderson.

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 Pumphrey made a motion that items A through N in Section VI, including the addendum and amendment to the claims list, be placed on the Consent Docket and approved. The motion was seconded by Director Johnson and carried with the following vote:

AYE: Shirey, Malone, Rozsypal, Yarbrough, Gumerson, Poland, Graham, Smith, Roberts, Walker, Hopper, Kesler, Hedrick, Sullivan, Sharpton and Roth

NAY: None

ABSTAIN: None

VII. ITEMS REQUIRING INDIVIDUAL ACTION

A. LEGISLATIVE STATUS REPORT

John Johnson he had printed off some tracking lists which were available as handouts, but he did not have the staff print out the entire list due to its size. He told the Board that if they were interested in getting the entire list he would be happy to email it to them if they would give him their email addresses.

Mr. Johnson said today was the deadline for bills to be out of the opposite House. He said bills not heard or that did not pass today would die for lack of action. He said there are still bills in committees that will be processed over the next few weeks.

B. SELECTION OF 2007 REAP PROJECTS

John Johnson said a handout was available that listed all of the Rural Economic Action Plan (REAP) applications received, the amount of funding they requested, and how those projects scored against all the projects submitted.

Mr. Johnson said REAP is a grant program that the state funds through the Councils of Government (COGs). The COGs fund communities of populations of 7,000 or less so they can do the things that they need to do in their community that they might not otherwise have funds for. ACOG divides this money into two pots – a transportation category and an economic development category.

Mr. Johnson began the discussion with the transportation projects. ACOG received 23 applications for the approximately \$441,750.00 available to distribute for projects. Mr. Johnson said the tables contained in the handout showed that the first 10 transportation applicants would receive funding. Staff provides to the Board each year the figures if projects were funded at 100%, 96% or 87%. Mr. Johnson said that it is the Board's decision as to how far they want to stretch the money.

Mr. Johnson said the last four projects shown on page one of the transportation funding options would be designated as alternate projects. Those projects would be submitted, along with the funded projects, to the State Auditor and Inspector's office in the event that some of the selected projects did not want to accept their grant or if ACOG should receive additional funds. If projects are selected as alternative projects, then staff could proceed to contract with and distribute money to those grant applicants.

Mr. Johnson said page two of the transportation applications contain what staff calls Priority 2-4 projects. These are additional projects that were submitted by entities. In ACOG's REAP guidelines, it says that an entity can submit as many projects as they want to, but an entity can only be funded for one project per category. Mr. Johnson said in theory, an entity could receive two grants in a year, one in the transportation category and one in the economic development category.

Mr. Johnson then talked about the economic development projects. Using the 100% funding option, the top eight projects would be funded and the bottom 14 projects would be designated as alternate projects to be submitted to the State Auditor. On page two of the economic development projects were listed the other priorities. These were the multiple applications submitted by entities that did not score sufficiently to be placed on the first page.

Mr. Johnson said this process is the same process that has been utilized in the past. He noted that it has been the history of the ACOG Board to fund the REAP projects at 100%. The maximum amount awarded per project is \$50,000, and the feeling has been in the past that these projects are probably small enough that if the entity does not receive the full funding requested, the project will probably not be done. Mr. Johnson said it is also the discretion of the Board at what level to fund the projects. He said using the furthest funding option would pick up additional projects.

Director Pumphrey made a motion to approve the REAP projects and alternate projects and fund those projects at the 100% level. The motion was seconded by Director Johnson and carried with the following vote:

AYE: Shirey, Malone, Rozsypal, Yarbrough, Gumerson, Poland, Graham, Smith, Roberts, Walker, Hopper, Kesler, Hedrick, Sullivan, Sharpton and Roth

NAY: None

ABSTAIN: None

C. CONSIDER AUTHORIZATION FOR ACOG EXECUTIVE DIRECTOR TO EXECUTE CONTRACT WITH THE AUDITOR AND INSPECTOR OF THE STATE OF OKLAHOMA FOR RURAL ECONOMIC ACTION PLAN (REAP) FUNDING

Mr. Johnson said the Legislature in 2006 appropriated funds for REAP and provided that ACOG administer and distribute these funds to eligible entities for Economic Development and Transportation projects. After ACOG has approved the projects for the REAP grant recipients, a contract between ACOG and the Auditor and Inspector of the State of Oklahoma must be entered into in order to receive funding of approximately \$736,250 from July 1, 2006 to June 30, 2007.

Director Hedrick made a motion to authorize ACOG's Executive Director to execute the contract with the Auditor and Inspector of the State of Oklahoma, subject to legal counsel. The motion was seconded by Director Johnson and carried with the following vote:

AYE: Shirey, Malone, Rozsypal, Yarbrough, Gumerson, Poland, Graham, Smith, Roberts, Walker, Pumphrey, Hopper, Kesler, Sullivan, Sharpton and Roth

NAY: None

ABSTAIN: None

IX. NEW BUSINESS

There was no new business.

X. ADJOURNMENT

Director Poland made a motion to adjourn. The motion was seconded by Director Pumphrey and carried on the following vote:

AYE: Shirey, Malone, Bartlett, Rozsypal, Yarbrough, Gumerson, Graham, Smith, Roberts, Walker, Hopper, Johnson, Kesler, Hedrick, Sullivan, Sharpton and Roth

NAY: None

ABSTAIN: None

The meeting was adjourned at 2:10 p.m.

ADOPTED THIS _____ DAY OF _____, 2007.

CHAIRMAN

SECRETARY-TREASURER

**ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
CASH STATUS REPORT
FOR THE MONTH ENDED APRIL 30, 2007**

	SWEEP/ OPERATING	SAVINGS	WIRELESS 9-1-1	TOTAL
Beginning Balance <i>April 1, 2007</i>				
Cash on Deposit	\$ 1,016,894.04	\$ 108,566.38	\$ 272,093.82	\$ 1,397,554.24
Petty Cash	1,400.00	-	-	1,400.00
Total Beginning Balance	<u>\$ 1,018,294.04</u>	<u>\$ 108,566.38</u>	<u>\$ 272,093.82</u>	<u>\$ 1,398,954.24</u>
Cash Receipts				
Grants & Contracts	\$ 342,338.59	\$ -	\$ -	\$ 342,338.59
Memberships	-	-	-	-
Transfers of Funds	-	103,179.54	-	103,179.54
Interest Earned	3,291.01	-	1,370.70	4,661.71
Wireless 9-1-1	-	-	422,964.85	422,964.85
Miscellaneous	4,375.26	-	-	4,375.26
Total Cash Receipts	<u>\$ 350,004.86</u>	<u>\$ 103,179.54</u>	<u>\$ 424,335.55</u>	<u>\$ 877,519.95</u>
Cash Available	\$ 1,368,298.90	\$ 211,745.92	\$ 696,429.37	\$ 2,276,474.19
Cash Disbursements				
Personnel Cost <i>(detail next page)</i>	\$ 181,847.32	\$ 13,610.74	\$ -	\$ 195,458.06
Travel	1,175.00	-	-	1,175.00
Transfers of Funds	103,179.54	-	-	103,179.54
REAP	-	-	-	-
Special Projects - UASI	577,531.76	-	-	577,531.76
Wireless 9-1-1	-	-	319,204.66	319,204.66
General Operating Expenses <i>(detail next page)</i>	44,256.66	-	1.00	44,257.66
Total Cash Disbursements	<u>\$ 907,990.28</u>	<u>\$ 13,610.74</u>	<u>\$ 319,205.66</u>	<u>\$ 1,240,806.68</u>
Ending Balance <i>April 30, 2007</i>				
Cash on Deposit	\$ 458,908.62	\$ 198,135.18	\$ 377,223.71	\$ 1,034,267.51
Petty Cash	1,400.00	-	-	1,400.00
Total Ending Balance	<u>\$ 460,308.62</u>	<u>\$ 198,135.18</u>	<u>\$ 377,223.71</u>	<u>\$ 1,035,667.51</u>

**SCHEDULE OF GENERAL OPERATING EXPENSES
FOR THE MONTH ENDED APRIL 30, 2007**

Personnel Cost:

Salaries	\$ 94,069.13	
Payroll Taxes	47,903.64	
Group Health & Life Insurance	20,383.81	
Pension Contribution & Expense	13,812.00	
Deferred Compensation	4,792.38	
Allied Arts Contributions	56.02	
United Way Contributions	830.34	
	<hr/>	
Total Operating Personnel Expenditures		\$181,847.32
Section 125 Employee Benefits Paid		13,610.74
Total Personnel Cost		<hr/> <hr/> \$195,458.06

General Operating Expenses:

Contract Personnel	\$ 6,509.16	
Development	2,210.00	
Equipment	5,352.00	
Flexible Spending Plan	120.00	
Internet Service	424.96	
Legal	1,378.46	
Maintenance & Repair	680.00	
Maintenance & Repair Software	1,750.00	
Mileage	1,259.68	
Office Rent & Parking	12,533.33	
Offsite Storage	132.30	
Pension Administrative Fees	1,625.00	
Postage	1,719.22	
Public Notice/Advertising	2,144.55	
Publications & Subscriptions	307.21	
Supplies	1,761.58	
Supplies - Software	1,546.50	
Telephone	1,599.56	
Xerox	1,203.15	
	<hr/>	
Total General Operating Expenses		<hr/> <hr/> 44,256.66

BE IT RESOLVED, that on this 31st day of May, 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.

Anderson, Yvonne <i>(Mileage & Internet)</i>	\$ 86.33
AT&T <i>(Internet)</i>	132.40
AT&T <i>(Telephone)</i>	762.43
B&S Quality Printing <i>(Printing)</i>	120.00
Bricktown Venture II, LLC <i>(Office Rent and Maintenance & Repair)</i>	12,708.33
Bureau of the Public Debt <i>(Treasury Direct Maintenance)</i>	25.00
Canadian County District <i>(Special Projects – UASI)</i>	55,000.00
Canberra Industries, Inc. <i>(Special Projects – UASI)</i>	2,479.09
Cashion, Town of <i>(REAP ED2006-22)</i>	31,009.75
Cher A. Bumps & Associates, Inc. <i>(FSA Fees)</i>	145.00
Church, Jerry <i>(Printing)</i>	104.05
Cingular Wireless <i>(Telephone – 9-1-1 \$90.30)</i>	300.96
Cook, Debbie <i>(Mileage – 9-1-1 \$1.35)</i>	14.82

Deluxe Business Forms & Supplies <i>(Supplies)</i>	291.85
Electradigital <i>(Web Page Hosting)</i>	293.00
FedEx Kinko's Office & Print Service <i>(Supplies)</i>	46.41
Finley & Cook, PLLC <i>(Equipment)</i>	2,950.95
Fisher Scientific <i>(Special Projects – UASI)</i>	222,502.00
Forest Park <i>(REAP T2006-28)</i>	12,000.00
Fred Pryor Seminars <i>(Development – 9-1-1)</i>	149.00
Freedom of Information, Inc. <i>(Professional Dues)</i>	30.00
Galaxy Distributing <i>(Supplies)</i>	105.00
Geary, Town of <i>(REAP ED 2006-25)</i>	13,818.00
General Mailing Equipment, Inc. <i>(Maintenance & Repair Equipment)</i>	5.62
Gill Reprographics, Inc. <i>(Supplies)</i>	62.26
Grainger <i>(Special Project – UASI)</i>	106,088.11
Harrington, John <i>(Mileage & Supplies)</i>	214.22

Henderson, Mary <i>{Mileage – 9-1-1 \$49.32}</i>	138.24
Henderson, Mary <i>{Petty Cash Reimbursement – 9-1-1 \$17.49}</i>	162.03
Johnson, John <i>{Consulting and Legal Service – 9-1-1 \$2,843.26}</i>	5,228.50
Journal Record Publishing Company <i>{Advertising/Public Notice}</i>	86.57
Kroth, Anita <i>{Mileage}</i>	8.01
Leon’s Radio <i>{Special Projects – UASI}</i>	979.80
M/A-Com, Inc. <i>{Special Projects – UASI}</i>	23,711.10
MCI <i>{Telephone – 9-1-1 \$30.68}</i>	161.54
Midwest City, City of <i>{UPWP Traffic Counts}</i>	3,200.00
Motorola <i>{Special Projects – UASI}</i>	7,012.84
Mott’s Office Products <i>{Supplies}</i>	1,421.56
Neighbors Executive Coffee <i>{Supplies}</i>	132.85
Nextel Communications <i>{Telephone – 9-1-1}</i>	95.90
9-1-1 Magazine <i>{Publications & Subscriptions – 9-1-1}</i>	53.90

Norman, City of <i>{UPWP Traffic Counts}</i>	10,880.00
North American Insurance Agency <i>{Personal Property of Others – UASI / Directors & Officers Liability}</i>	5,217.00
Oklahoma Center for Nonprofits <i>{Development – 9-1-1}</i>	60.00
Oklahoma City, City of <i>{UPWP Service}</i>	14,758.06
Oklahoma City Planning Department <i>{Development}</i>	400.00
Oklahoma Society of CPA's <i>{Professional Dues}</i>	190.00
OPUBCO Communications Group <i>{Advertising/Public Notice}</i>	110.40
Pendergraft, Art <i>{Consultant – UPWP}</i>	3,715.81
Public Safety Group, The <i>{Institute – 9-1-1}</i>	2,000.00
Smedlund, Julie <i>{Travel}</i>	127.20
Softman Products, LLC <i>{Supplies – Software}</i>	1,807.00
Special-OPS Uniforms, Inc. <i>{Special Projects – UASI}</i>	347.52
Stoller, Peggy <i>{Mileage – 9-1-1}</i>	3.12
Subway Sandwiches and Salads Catering <i>{Supplies}</i>	198.75
Third Degree Advertising <i>{Internet – Clean Cities - Web Edits}</i>	680.70

Triangle/A&E, Inc. <i>(Supplies)</i>	107.19
United States Postal Service <i>(Bulk Mail & Permit)</i>	500.00
United States Postal Service <i>(Meter)</i>	1,000.00
Welchel Enterprises, LLC <i>(Special Projects – UASI)</i>	57,868.00
Willoughby, Stephen <i>(Development – 9-1-1)</i>	2,310.00
WorkflowOne <i>(Offsite storage – 9-1-1 \$4.55)</i>	132.30
Xerox Corporation <i>(Xerox)</i>	5,181.85
Xpedx Paper & Graphics Store <i>(Supplies – 9-1-1 \$66.72)</i>	263.00

TOTAL MAY CLAIMS	<u>\$611,695.32</u>

ATTEST:

CHAIRMAN

VICE-CHAIRMAN

**REVIEW AND COMMENT REPORT
AS OF MAY 21, 2007**

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

<u>Date Received</u>	<u>ID#</u>	<u>Agency & Project</u>
04/19/07	D19701	Oklahoma State Department of Health Targeted Grants to Reduce Childhood Lead Poisoning
04/26/07	D26701	Oklahoma Corporation Commission Petroleum Storage Tank Division Intergovernmental Review of Federal Grant Application for Underground Storage Tank (UST)
04/26/07	D26702	Oklahoma Corporation Commission Petroleum Storage Tank Division Intergovernmental Review of Federal Grant Application for Leaking Underground Storage Tank (LUST)
04/30/07	D30701	Native American Cultural & Educational Authority American Indian Cultural Center and Museum
05/02/07	E02701	Office of the Secretary of the Environment FY 08-09 Section 106 Monitoring Workplan



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ATTACHMENT VI-I

Chair Mark Sharpton
Logan County Commissioner

Vice-Chair Willa Johnson
Oklahoma City Councilmember

Secretary/Treasurer Kathy Walker
Nichols Hills Councilmember

Executive Director
Zach D. Taylor

DATE: May 16, 2007

TO: ACOG Board of Directors

FROM: Yvonne Anderson, Clean Cities Program Manager

SUBJECT: Request Authorization for ACOG Executive Director to Execute Contract Agreement with U. S. Dept. of Energy contractor for Clean Cities project funding

INFORMATION:

The U.S. Department of Energy requests ACOG's Clean Cities Program participation in a Clean Cities Coalition Programmatic Support project. Project funding is being administered through Research and Development Solutions (RDS), LLC, under its Research and Development Support System (RDSS) Prime Contract with the National Energy Technology Laboratory/U.S. Department of Energy. Clean Cities Programmatic Support to ACOG is in the amount of \$10,000. Programmatic support is for the project period of March 23, 2007 through October 31, 2007.

Project deliverables include:

- Completion of the annual Clean Cities Coalition Survey
- Confirmation of the existence and operation of AFV refueling sites in the coalition area and monthly reporting of station openings and closings to DOE's Alternative Fuel Data Center
- Fulfilling periodic data requests for regional market assessment information
- Providing agenda and or meeting summaries from stakeholder meetings and special Clean Cities outreach and training events
- Submitting information related to success stories, fleet profiles, special recognition awards, and community efforts that highlight Clean Cities progress in the coalition area

Action Requested:

Motion to authorize the ACOG Executive Director to execute Clean Cities Programmatic Support contract with RDS, LLC, prime contractor for the U.S. Department of Energy and its project management agency, NETL, subject to approval of legal counsel.

YEA:sny



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ATTACHMENT VI-J

Chair Mark Sharpton
Logan County Commissioner

Vice-Chair Willa Johnson
Oklahoma City Councilmember

Secretary/Treasurer Kathy Walker
Nichols Hills Councilmember

Executive Director
Zach D. Taylor

DATE: May 24, 2007
TO: ACOG Board of Directors
FROM: Zach D. Taylor, Executive Director
SUBJECT: Transportation Modeling Consultant Agreement

INFORMATION

Staff recommends that the Association renew its contract for consulting services with Art Pendergraft as outlined in the Consultant Retainer Agreement for a 12 month period beginning July 1, 2007. The consulting services would include assistance with the FY 2008 Unified Planning Work Program and related transportation modeling projects.

Action Requested:

Motion to authorize the Executive Director to execute the Consultant Retainer Agreement for the 12 month period beginning July 1, 2007, subject to approval by legal counsel.

ZDT:sny
Attachment

CONSULTANT RETAINER AGREEMENT
FY 2008

This AGREEMENT was originally made, entered into, and effective on the 28th day of January 1993, by the Association of Central Oklahoma Governments (ACOG) and Art Pendergraft, Consultant (Consultant).

This FY 2008 AGREEMENT is to be renewed and shall become effective on JULY 1, 2007, by and between ACOG and ART PENDERGRAFT, Consultant (Consultant).

WITNESSETH:

For and in consideration of the mutual promises and covenants of the parties hereto, to be kept and performed by them, it is hereby mutually agreed as follows:

Section 1. Consultant agrees as follows:

- (a) To assist with development of databases for the TRANPLAN and Growth Allocation Models;
- (b) Provide other consulting services as deemed appropriate by both parties;
- (c) Comply with regulations regarding suspension, debarment, ineligibility and voluntary exclusion as per Attachment I.

Section 2. In consideration of the performance of services by Consultant, ACOG hereby covenants and agrees to compensate Consultant on a monthly basis upon presentation of Consultant's statement itemizing services and charges. The rate of compensation shall be \$34.09 per hour. Consultant shall be compensated for travel and other expenses incurred in the performance of services for ACOG, compensation for travel (excluding travel to and from home) to be at the rate paid to regular employees of ACOG, and other expenses at the actual cost thereof. Consultant shall document such expenses, upon request, to the satisfaction of ACOG. It is agreed that all charges resulting from this agreement, including consulting fees and other expenses, shall not exceed \$45,000 for the period ending June 30, 2008. Prior to receiving any payment or compensation under this agreement, Consultant must furnish to ACOG a Certificate of Insurance from Consultant's worker's compensation insurance carrier or a Certificate of Non-Coverage as issued by the Oklahoma Department of Labor.

Section 3. This agreement shall be in effect until June 30, 2008 and may be renewed thereafter.

Section 4. This agreement may be cancelled without cause by either party by providing a 30 day written notice of cancellation to the other party.

IN WITNESS WHEREOF, the Association of Central Oklahoma Governments has caused this Agreement to be executed on its behalf by the Executive Director of ACOG, approved as to form by its attorney, pursuant to authority duly vested by its Board of Directors, and Art Pendergraft has executed same on his own behalf.

Date

Zach D. Taylor, Executive Director
Association of Central Oklahoma Governments

Approved as to form:

Date

John G. Johnson, ACOG Legal Counsel

Date

Art Pendergraft, Consultant

ATTACHMENT I--ADDENDUM TO FORM FHWA-1273,
REQUIRED CONTRACT PROVISIONS

This certification applies to subcontractors, material suppliers, vendors and other lower tier participants.

- Appendix B of 49 CFR Part 29 -

Appendix B -- Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transactions

Instructions for Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.
3. The prospect lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

6. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Nonprocurement List.
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transactions

- (1) The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.
- (2) Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

Date

Art Pendergraft



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ATTACHMENT VII-A

Chair Mark Sharpton
Logan County Commissioner

Vice-Chair Willa Johnson
Oklahoma City Councilmember

Secretary/Treasurer Kathy Walker
Nichols Hills Councilmember

Executive Director
Zach D. Taylor

DATE: May 21, 2007
TO: ACOG Board of Directors
FROM: Zach D. Taylor, Executive Director
SUBJECT: Proposed FY 2006-2007 Budget Amendment

INFORMATION:

The Association is well into its 2006-2007 fiscal year, and staff proposes to amend the budget to more closely reflect estimated revenues and expenditures and reflect Board actions taken throughout the fiscal year. The proposed budget amendment reflects a decreased fringe benefits rate and an increased indirect cost rate. Noted below are the most significant changes.

LOCAL

The proposed budget amendment reflects total local revenues exceeding total local expenditures by \$53, 371, a decrease of \$16, 339 from the original budget. This decrease is a result of action taken by the Board during the year to authorize replacement of ACOG's accounting system. Because this item was not included in the original budget, it increases equipment expenditures by \$20,880.

TPDS

The TPDS Division total costs and revenues earned will both be lower than originally budgeted due to staff vacancies during the fiscal year. The proposed budget amendment reduces both total costs and revenues by \$128,884. It also includes a \$9,968 increase in advertising expenditures for the Air Quality campaign financed by CMAQ federal funds and local contributions. The CMAQ grant is on the federal fiscal year so this increase is just a timing difference.

IGS

The original budget included an estimate of the carryover amount of Rural Economic Action Plan (REAP) FY 05 project funding and expenditures that was too high by \$80,023. The Clean Cities Program will receive approximately \$30,103 from the Department of Energy/National Energy Technology Laboratory for an Idle Reduction Training and Awareness for School Districts project that was not included in the original budget. The proposed budget amendment reflects a decrease in State CIP grant funding of \$30,477 that will carryover to FY 08. The carryover primarily resulted from a \$24,500 increase in local CIP contract revenue as well as a \$5,754 reduction in equipment expenditures. An additional \$12,269 in basic membership dues is necessary to cover increased matching requirements as well as CIP program expenditures until some additional local contract revenue is available in FY 2008. Printing expenditures for Substates Planning are \$4,275 less than in the original budget while Xerox expenditures are \$2,900 more. The net reduction of \$1,375 is due to staff using ACOG's color copier to produce *The Perspective* newsletter for the last few months of the fiscal year. The proposed budget amendment reflects an increase in total personnel costs (salaries, fringe benefits and indirect costs) of \$27,710 based on time actually worked on IGS projects.

WATER RESOURCES

There is a reduction of \$19,946 in federal revenues expected to be earned by the Water Resources Division during the current fiscal year and a total increase of \$4,551 in expenditures. The combination of these factors results in the Water Division using \$9,790 of restricted fund balance as a current year revenue source as well as needing an allocation of \$14,707 in Basic Membership Dues to cover all of its costs.

9-1-1 ACOG CONTRACT

The original budget did not reflect the additional revenues or costs in the amount of \$23,208 for the new 9-1-1 ACOG Professional Services Agreement with Oklahoma City. The proposed budget amendment reflects \$19,037 in Urban Area Security Initiative (UASI) funding earned to cover ACOG's increased administrative costs. It also reflects the final, actual amounts attributable to the Emergency Medical Dispatch (EMD) grant which resulted in a \$52,370 reduction in federal revenues, a \$14,099 reduction in development and training, a \$21,000 reduction in maintenance and repairs, and a \$6,830 increase in supplies and software. The proposed budget amendment also reflects an additional \$9,600 increase in supplies and software for purchasing necessary software for two new employees as well as upgrading existing software for two other employees. It also reflects an increase in personnel-related costs of \$37,531 for all projects, an increase of \$51,280 in revenue from the 9-1-1 ACOG Administrative Contact, and a \$4,538 decrease in printing expenditures. There is also a \$566 increase in Xerox costs, resulting in a net decrease of \$3,972 due primarily to staff using ACOG's color copier to produce *The Dispatch* newsletter for the last few months of the fiscal year.

INDIRECT

The proposed budget amendment reflects an increase of \$10,045 in consulting, contractual & temporary labor costs. This was due to the ACOG receptionist being selected to fill a new 9-1-1 staff position at the beginning of the fiscal year, which resulted in that position being filled by temporary labor for the first half of the fiscal year. It also reflects an increase of \$10,806 in total personnel-related costs charged to administration, a decrease of \$6,000 in travel, a decrease of \$4,700 in telephone & internet, and a decrease of \$2,595 in equipment & furniture.

Action Requested:

Motion to approve the recommended budget amendment.

ZDT:sny

DRAFT

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
PROPOSED FY 2006-2007 BUDGET AMENDMENT

	Total	Indirect	Local	TPDS	IGS	Water Resources	9-1-1 ACOG Contract
Revenues:							
Federal	5,055,853	-	-	1,275,039	105,103	6,878	3,668,833
State							
REAP Projects and Administration	1,091,501	-	-	-	1,091,501	-	-
Other State Funds	71,546	-	-	230	70,068	-	1,248
In-kind Match Revenue	184,360	-	-	184,360	-	-	-
Membership Dues:							
Basic	260,023	-	86,196	23,657	135,463	14,707	-
Transportation	88,976	-	-	88,976	-	-	-
Water Resources	114,564	-	-	-	-	114,564	-
9-1-1 Administrative Contract	1,051,162	-	-	-	-	-	1,051,162
Interest Income	36,300	-	18,700	-	17,600	-	-
Other/Fee Income	103,554	2,545	2,541	25,000	45,885	-	27,583
Stakeholders Dues	1,250	-	-	-	1,250	-	-
Transfers:							
Between Funds	-	-	-	-	-	-	-
Depreciation and Amortization	14,933	-	14,933	-	-	-	-
Restricted/Unrestricted Fund Balances	21,332	-	-	-	11,542	9,790	-
Total Revenues	8,095,354	2,545	122,370	1,597,262	1,478,412	145,939	4,748,826
Expenditures:							
Salaries - Direct	1,538,268	281,866	-	517,382	156,126	67,801	515,093
Employee Benefits	40.51% 623,163	114,186	-	209,595	63,247	27,467	208,668
Total Direct Salaries & Employee Benefits	2,161,431	396,052	-	726,977	219,373	95,268	723,761
Travel - Mileage	23,522	12,500	760	1,527	3,843	1,114	3,778
- Travel	47,069	5,975	9,500	10,000	4,750	1,925	14,919
Advertising, Public Education & Public Notices	136,599	-	-	111,468	131	-	25,000
Development, Training & Recruitment	47,450	12,650	1,000	7,250	2,600	1,200	22,750
Equipment Rental	600	600	-	-	-	-	-
Insurance	19,227	10,650	-	-	-	-	8,577
Maintenance, Repairs & Computer Hardware Upgrades	76,073	46,835	285	9,000	588	415	18,950
Miscellaneous & Contingencies	18,600	-	-	-	17,600	-	1,000
Office Rental & Parking	151,888	148,605	-	1,200	402	150	1,531
Postage & Freight	16,644	1,870	10	4,000	6,296	390	4,078
Printing	34,549	175	-	15,285	14,347	80	4,662
Xerox	26,066	3,583	436	11,494	5,178	587	4,788
Professional Dues	18,825	6,000	5,750	4,880	385	231	1,579
Publications & Subscriptions	5,281	2,300	-	981	1,475	125	400
Supplies, Software, Aerial Maps & Storage Rental	80,596	41,000	4,343	4,900	2,685	2,088	25,580
Telephone & Internet	24,404	15,750	28	1,066	3,698	75	3,787
REAP Projects, 9-1-1 Institute & Special Projects	4,741,728	-	-	150,000	1,090,554	-	3,501,174
Audit & Accounting	17,491	12,007	-	-	-	-	5,484
Legal	22,483	9,733	-	-	-	-	12,750
Consulting, Contractual & Temporary Labor	251,221	10,045	9,632	216,800	6,724	300	7,720
Equipment & Furniture	105,411	40,895	25,880	-	1,091	-	37,545
Debt Service	11,375	-	11,375	-	-	-	-
Depreciation	3,450	3,450	-	-	-	-	-
Total Direct Expenditures	8,041,983	780,675	68,999	1,276,828	1,381,720	103,948	4,429,813
Indirect Costs Allocation	44.08%	(78,230)	-	320,434	96,692	41,991	319,013
Total Expenditures	8,041,983	2,545	68,999	1,597,262	1,478,412	145,939	4,748,826

**ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
CURRENT FY 2006-2007 BUDGET**

	Total	Indirect	Local	TPDS	IGS	Water Resources	9-1-1 ACOG Contract
Revenues:							
Federal	5,178,275			1,377,885	75,000	26,824	3,698,566
State							
REAP Projects and Administration	1,171,524				1,171,524		
Other State Funds	100,545				100,545		
In-kind Match Revenue	184,360			184,360			
Membership Dues:							
Basic	260,023		86,944	49,885	123,194		
Transportation	88,976			88,976			
Water Resources	114,564					114,564	
9-1-1 Administrative Contract	999,882						999,882
Interest Income	32,000		14,400		17,600		
Other/Fee Income	52,284	2,550	3,634	25,000	20,000		1,100
Stakeholders Dues	3,000				3,000		
Transfers:							
Between Funds	0						
Depreciation and Amortization	15,766		15,766				
Restricted/Unrestricted Fund Balances	9,284				9,284		
Total Revenues	8,210,483	2,550	120,744	1,726,106	1,520,147	141,388	4,699,548
Expenditures:							
Salaries - Direct	1,578,141	273,448	714	593,546	144,097	63,997	502,339
Employee Benefits	40.88% 645,216	111,798	292	242,669	58,913	26,165	205,379
Total Direct Salaries & Employee Benefits	2,223,357	385,246	1,006	836,215	203,010	90,162	707,718
Travel - Mileage	25,139	13,840	760	1,527	3,473	1,702	3,837
- Travel	49,212	11,975	7,875	10,000	4,085	2,277	13,000
Advertising, Public Education & Public Notices	129,240			101,500	2,740		25,000
Development, Training & Recruitment	59,899	9,500	1,000	7,250	4,100	1,200	36,849
Equipment Rental	655	655					
Insurance	19,150	10,650					8,500
Maintenance, Repairs & Computer Hardware Upgrades	95,238	45,300		9,000	588	400	39,950
Miscellaneous & Contingencies	18,600				17,600		1,000
Office Rental & Parking	151,672	148,540		1,200	437	150	1,345
Postage & Freight	16,920	1,700	10	4,000	6,295	830	4,085
Printing	44,027	2,550		13,000	19,277		9,200
Xerox	23,114	3,890	234	12,572	2,194	659	3,565
Professional Dues	19,201	6,000	6,350	5,000	385	231	1,235
Publications & Subscriptions	6,461	3,500		981	1,455	125	400
Supplies, Software, Aerial Maps & Storage Rental	70,303	43,000	4,660	4,900	3,593	5,000	9,150
Telephone & Internet	29,074	20,450	73	616	4,110	75	3,750
REAP Projects, 9-1-1 Institute & Special Projects	4,799,080			150,000	1,147,906		3,501,174
Audit & Accounting	18,355	11,013					7,342
Legal	18,204	10,200					8,004
Consulting & Contractual	248,559		12,268	216,800	6,709	673	12,109
Equipment & Furniture	59,655	43,000	5,000		6,845		4,810
Debt Service	11,375		11,375				
Depreciation	4,283	4,283					
Total Direct Expenditures	8,140,773	775,392	50,611	1,374,561	1,434,802	103,484	4,402,023
Indirect Costs Allocation	42.04%	(772,742)	423	351,545	85,345	37,904	297,525
Total Expenditures	8,140,773	2,550	51,034	1,726,106	1,520,147	141,388	4,699,548



association of central oklahoma governments

ATTACHMENT VII-B

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: May 18, 2007
TO: ACOG Board of Directors
FROM: Zach D. Taylor, Executive Director
SUBJECT: Election of Officers for the ACOG Board of Directors

INFORMATION:

The Nomination Committee met to consider Chair, Vice-Chair and Secretary-Treasurer nominees for the ACOG Board of Directors .

It was the recommendation of the Committee that the following persons be nominated for these offices:

Chairman: Mark Sharpton, Commissioner, Logan County
Vice-Chairman: Willa Johnson, Councilmember, Oklahoma City
Secretary-Treasurer: Kathy Walker, Councilmember, Nichols Hills

Further, pursuant to previous determinations of the ACOG Board of Directors regarding ACOG's delegates to the Oklahoma Association of Regional Councils (OARC), staff recommends our three seats be filled by:

1. Mark Sharpton, Commissioner, Logan County
2. Grant Hedrick, Commissioner, Canadian County
3. Willa Johnson, Councilmember, Oklahoma City

The Committee is also recommending Board approval of the representatives to the Oklahoma Conference of Mayors. Those individuals are Russell Smith as delegate, and Glenn Lewis and Mike Fina as alternates.

Action Requested:

Motion to approve the recommendations of the Nomination Committee for election of officers to the Board of Directors to the Association of Regional Councils (OARC), and representatives to the Oklahoma Conference of Mayors.

ZDT:sny



association of central oklahoma governments

ATTACHMENT VII-C

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: May 21, 2007
TO: ACOG Board of Directors
FROM: Debbie Cook, CPA, Director of Finance
SUBJECT: Resolution – Banking Signatures

INFORMATION:

With the election of new officers, it is necessary to approve the attached official custodians' resolution authorizing ACOG's current signatories to conduct business with ACOG's financial institutions.

Action Requested:

Motion to approve the attached official custodians' resolution for FY 2008.

DC:sny
Attachment

RESOLUTION
THE BOARD OF DIRECTORS OF THE
ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
21 E. MAIN STREET, SUITE 100
OKLAHOMA CITY, OKLAHOMA 73104-2405

Be it resolved that

_____	Mark Sharpton, Chairman
_____	Willa Johnson, Vice-Chairman
_____	Kathy Walker, Secretary-Treasurer
_____	Zach D. Taylor, Executive Director
_____	Jane E. Sutter, Division Director

of this Association whose signatures(s) appear(s) above are appointed as official custodians of the Association's funds. They have plenary authority, including control, over funds owned by the Association. Control includes possession, as well as the authority to establish accounts for the funds in insured depository institutions and to make deposits, withdrawals and disbursements of such funds. Two (2) signatures shall be required on checks against the accounts. This supersedes all prior authorizations, which are hereby cancelled.

I hereby certify that the foregoing is a full, true and correct copy of a resolution regularly adopted on May 31, 2007, by the Board of Directors of the Association of Central Oklahoma Governments and is in full force, and that the signatures above hereof are genuine and of the respective officers of said Association as designated thereon.

WITNESS my hand and seal of said Association this 31st day of May 2007.

{SEAL}

SECRETARY/TREASURER



association of central oklahoma governments

ATTACHMENT VII-D

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: May 21, 2007
TO: ACOG Board of Directors
FROM: Zach D. Taylor, Executive Director
SUBJECT: Changes Related to ACOG's Retirement Plan

INFORMATION:

The Pension Protection Act of 2006 was signed into law by President Bush on August 17, 2006. One provision of this law took effect in 2007 for defined contribution plans that requires all employer contributions to vest at least as fast 3-year cliff or 6-year graded schedules. ACOG's retirement plan was established using a 7-year graded schedule. The vesting percentages were 2 years, 20%; 3 years, 30%; 4 years, 40%; 5 years, 60%; 6 years, 80%; and 7 years, 100%. The required 6-year graded schedule revises the vesting percentages to 2 years, 20%; 3 years, 40%; 4 years, 60%; 5 years, 80%; and 6 years, 100%. This legally-mandated change is reflected in the attached, revised Retirement Personnel Policy. Also attached is an investment policy statement for the ACOG Retirement Income Plan. The purpose of this investment policy statement is to establish in writing the investment objectives and guidelines that will be used to administer the retirement plan's investment program. Adoption of this statement will help ACOG meet its fiduciary obligations under a qualified retirement plan and manage its fiduciary risk and will become effective immediately upon adoption.

Action Requested: Motion to approve the revised Retirement Personnel Policy and to adopt the new Investment Policy Statement of the Association of Central Oklahoma Governments Retirement Income Plan, subject to approval by legal counsel. The new policy will become effective immediately upon its adoption.

ZDT:sny

4.2 RETIREMENT

Principal Mutual Life Insurance Company administers the Association's retirement plan, which is a defined contribution plan. An employee working thirty (30) or more hours per week and completing one year of employment with the Association is eligible for participation and may join on the first day of any month thereafter. The Association contributes 5% of a participating employee's gross salary (before any deductions) to the retirement fund; the employee is required to contribute at least 3.5% of his gross salary and may also make additional voluntary contributions. The pension plan is not mandatory. If a non-vested employee withdraws his contributions, the employee receives his/her contributions plus interest. The Association's contributions plus interest are available upon separation of employment in the following percentages depending on the years of vesting service.

YEARS OF VESTING SERVICE	PERCENTAGE
Less than 2 years -	0%
2	20%
3	40%
4	60%
5	80%
6	100%

Each eligible employee's vesting service begins on his first day of employment. At the end of one year of employment, each eligible employee has one year of vesting service. At that time the employee makes the decision whether or not to join the pension plan. If the employee joins the pension plan on his one year anniversary of employment,

his vesting service continues uninterrupted. At the end of six years of employment with the Association, that employee is fully vested having been a participant in the pension plan for five years. If the employee does not join the pension plan on his one year anniversary of employment, but decides to join at some future date, that employee joins the plan with one year of vesting service. Vesting service then resumes on the date the employee becomes a participant in the Association's pension plan.

If an employee dies before withdrawing benefits, the employee's spouse will receive the total amount in the employee's vested account. Retirement benefits are available to employees who work thirty (30) or more hours per week and have completed one year of employment with the Association. Further details concerning retirement benefits are available in a brochure provided to all employees.

INVESTMENT POLICY STATEMENT OF

Association of Central Oklahoma Governments Retirement Income Plan

[name of retirement plan, hereinafter referred to as “the Plan”]

I. PURPOSE OF THIS STATEMENT

The Plan’s Named Fiduciary, **the Executive Director of the Association of Central Oklahoma Governments**, on behalf of the Plan Sponsor, **the Association of Central Oklahoma Governments**, hereby establishes the following policy for administering the Plan’s investment program. The Investment Policy Statement sets forth the investment objectives and guidelines that will be applied within the investment program to insure that the Plan is managed in a manner consistent with the Plan document and applicable statutory requirements. By establishing and communicating clear investment guidelines and objectives, the Plan Sponsor can enhance the effectiveness of the Plan’s investment program and thereby contribute to the overall goal of retaining and recruiting employees by delivering an attractive, low-cost retirement program.

The Named Fiduciary reserves the right to amend this Statement at any time as deemed prudent or necessary. Should any amendment to this Statement be required due to changes in the Plan document or a change in applicable law, the Named Fiduciary shall have due time to review such changes and prepare and implement an appropriate amendment. Because of the dynamic nature of the economic environment, developments in financial theories, and advances in technology, this Statement will be examined by the Named Fiduciary from time to time on a formal or informal basis and may, as a result of such examination, be revised by the Named Fiduciary.

II. INVESTMENT OBJECTIVES

The primary objectives of the Plan’s investment program are as follows:

- **Program Quality** - Provide quality investment options that generate a high level of participation and satisfaction for both current and former employees.
 - **Participant Control** – Allow Plan members to exercise control over their retirement accounts by providing them the ability to direct the investment of account assets. In doing so, the Plan intends to meet the “safe harbor” requirements of ERISA §404(c) and applicable regulations.
 - **Diversification** – Offer members access to an appropriate range of prudent investment options that enables them to construct a well-diversified portfolio. In selecting these investment options, the Named Fiduciary can materially affect the potential level and variability of returns on amounts in the members’ investment accounts. The availability of suitable investment options will allow Plan members to materially affect the potential returns on amounts in their accounts, control the degree of risk to which such amounts are subject, and create a portfolio with aggregate risk and return characteristics normally
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appropriate for Plan members and which, through diversification, will minimize the Plan member's overall risk, especially the risk of large losses.

III. INVESTMENT GUIDELINES

The Plan Sponsor has established the following guidelines for administering the Plan's investment program:

A. Diversification

In recognition of the fact that diversification is the best tool for reducing portfolio risk, the Named Fiduciary will make available to the Plan members at least three broadly diversified investment options, each of which shall offer materially different risk and return characteristics.

B. Investment Categories

All classes or categories of investments allowed by ERISA as acceptable investment choices may be considered by the Named Fiduciary in determining the investment options to be made available to the Plan members. The Named Fiduciary may, as it deems appropriate, select and make available to the Plan members investment options in the form of commingled funds, such as insurance company separate accounts, mutual funds, and bank collective trusts, from any or all investment categories listed below, in addition to guaranteed or stable value investments.

Provided that the Plan document allows such an option and such an option is consistent with ERISA §407 and other applicable laws, the Named Fiduciary may select employer stock as an investment option. To the extent that the Named Fiduciary deems it appropriate and consistent with the Plan document and this Statement, the Named Fiduciary may select and make available one or more customized investment portfolios and retain an investment manager to manage the assets of each such portfolio.

The following asset classes are permitted for Plan investment options:

1. **Stable Value** – portfolio comprised primarily of short-term, high quality debt securities including money market funds, stable value funds, and guaranteed interest arrangements.

Strategic Purpose: Stable returns, income, diversification

2. **Fixed Income** - portfolios primarily composed of debt securities issued by the U.S. government, U.S. government sponsored/related agencies, and U.S. domiciled corporations or if international bonds, debt securities issued by foreign governments, foreign government sponsored/related agencies, and foreign corporations. Investment options may include all quality ranges (high, medium and low), all durations (short, intermediate and long), be broadly diversified or
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concentrated (sector funds), and be either actively or passively managed (indexed).

Strategic Purpose: Income, diversification, deflation hedge (international only).

3. **Real Estate** – portfolio consists primarily of owned real estate investment options including real estate investment trusts of all types and other commingled real estate equity investment options.

Strategic Purpose: Income, diversification, inflation hedge

4. **Domestic Stock** - portfolios composed primarily of the common stocks of U.S. domiciled corporations. Investment options may include different sizes (large-cap, mid-cap and small-cap) and styles (value, growth and blend). Such options may be broadly diversified or concentrated (sector funds), and may be either actively or passively managed (indexed).

Strategic Purpose: Long-term growth

5. **International or Foreign Stock** – portfolios composed primarily of the common stocks of corporations domiciled outside of the U.S. Investment options may include different regional and emerging markets funds, a variety of sizes (large-cap, mid-cap and small-cap) and styles (value, growth and blend), be broadly diversified or concentrated (sector funds), and be either actively or passively managed (indexed).

Strategic Purpose: Long-term growth, diversification

6. **Balanced/Asset Allocation** – portfolio consists primarily of significant proportions of both equities and fixed income investments. Also included are lifestyle or lifecycle investment options which are fully diversified single investment options matched to participants' retirement goals, risk tolerance, and/or investment time horizon.

Strategic Purpose: Long-term growth, risk reduction (via rebalancing)

C. Selection of Investment Managers and Investment Options

The Named Fiduciary shall select investment managers and, where appropriate, investment options based on the evaluation of qualitative and quantitative factors. The review process will focus on the following five key aspects of an investment management firm and investment option:

1. **Organization** – evaluate the key elements of an efficient and successful investment management organization such as stable firm ownership, clear business objectives, industry reputation, and experienced and talented investment staff.
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2. **Investment Philosophy and Process** – evaluate the key elements of a valid and well-defined investment approach such as unique sources of information, disciplined buy/sell decisions, systematic portfolio construction, and adequate risk controls.
3. **Resources** – evaluate the state of current and proposed resources supporting the investment process including the quality and depth research and the adequacy of information management, compliance and trading systems.
4. **Performance** – evaluate investment managers’ historical returns and risks relative to passive indexes, and peer groups over longer time periods, like three and five years.
5. **Management Fees** – evaluate the proposed fee structure relative to the industry and other competing candidates to ensure fees are appropriate.

These factors are intended to insure that manager/option selections are compatible with the requirements of ERISA §404(c), made with a prudent degree of care, and that excessive risk is avoided. Notwithstanding the above, the Named Fiduciary may also include other factors that they believe are appropriate for a specific manager/option selection exercise.

D. Monitoring of Investment Managers and Investment Options

The objective of the investment manager and investment option monitoring process is to identify on a timely basis any adverse changes to the investment manager’s organization or investment process by periodically evaluating a number of qualitative and quantitative factors. In addition, once adverse changes are identified, the monitoring process shall dictate the timing and manner of response.

The Named Fiduciary shall evaluate the investment managers/options at least annually, in addition to using any other factors the Named Fiduciary believes are appropriate to the inquiry. These factors are intended to insure that the decisions to retain investment managers/options are made with a prudent degree of care and that excessive risk is avoided.

If results from the monitoring process indicate substandard investment performance or potentially adverse change in the investment manager’s organization or investment process, the Named Fiduciary may choose one of several courses of action including assigning the investment manager/option a temporary probationary status known as the Watch List, undertaking an in-depth review, or terminating the investment manager/option.

Being placed on the Watch List is meant to convey the Named Fiduciary's increased level of concern about a particular issue or event, which if left unresolved, could endanger the future relationship. In these cases, the Named Fiduciary may wish to recommend that members suspend contributions to investment managers/options on probation until the matter has been successfully resolved. An in-depth review may be undertaken as a result of the manager failing to rectify the issues that led to their placement on the Watch List, or in response to major adverse changes in the investment manager's organization or investment process, to the extent that the Named Fiduciary seriously questions the firm's ability to manage the portfolio going forward. The purpose of the in-depth review is to determine whether terminating the manager/option is an appropriate course of action. As with the investment managers/options residing on the Watch List, the Named Fiduciary may wish to recommend that members suspend contributions until the in-depth review is completed.

E. Elimination of Investment Managers and Investment Options

The Named Fiduciary may eliminate a Plan investment manager or investment option any time as the Named Fiduciary deems it in the best interests of the Plan and the Plan members and their beneficiaries. The Named Fiduciary may also eliminate any existing investment manager/option for the following reasons:

- Failing to attract sufficient Plan funds to warrant continued availability to the Plan members;
- Changing investment manager or investment option practices such that they are no longer materially consistent with this Statement, or this Statement changes so that it is no longer materially consistent with the practices of an investment manager or investment option; and,
- Final recommendation of an in-depth review.

The Named Fiduciary may also add, eliminate, or replace any Plan investment manager/option as the needs of the Plan members change, or for any other prudent reason.
