

PLEASE NOTIFY ACOG AT 234-2264 (TTY 234-2217) BY 5:00 P.M. December 15th
IF YOU DESIRE A SIGN LANGUAGE INTERPRETER AT THE MEETING

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
BOARD OF DIRECTORS
THURSDAY, DECEMBER 18, 2008

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. APPROVAL OF MINUTES – REGULAR MEETING NOVEMBER 20, 2008
[\[Attachment III\]](#)
- 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 L in Section VI be placed on the Consent Docket.

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 –DECEMBER CLAIMS
[Attachment VI-A]

INFORMATION: Consideration of materials claims budgeted for the Association in the amount of \$431,487.20. 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 December 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.

*For a direct link to the ITPC agenda, please go to
<http://acogok.org/Newsroom/Downloads08/dec08itpc.pdf>.*

C. MPO RESOLUTION OF SUPPORT FOR FFY 2009 – FFY 2010 TRANSPORTATION ENHANCEMENT PROJECT APPLICATIONS

INFORMATION: Applications for projects located within the OCARTS area for FFY 2009 – FFY 2010 Oklahoma Transportation Enhancement Program funding require a resolution of support from ACOG. At this time, ACOG has received 18 requests for a resolution of support for proposed project submittals to the Oklahoma Department of Transportation's (ODOT) Transportation Enhancement Program.

Action Requested: Motion to endorse approval of a resolution of support for the FFY 2009 – FFY 2010 Transportation Enhancement applications from multiple sponsors.

- D. PUBLIC HEARING AND ACTION ON REQUEST FOR AMENDMENTS TO THE FFY 2009-2012 TRANSPORTATION IMPROVEMENT PROGRAM BY ODOT

INFORMATION: The Oklahoma Department of Transportation (ODOT) has requested three amendments to the FFY 2009 element of the FFY 2009-2012 OCARTS Area Transportation Improvement Program (TIP).

Action Requested: Motion to endorse amendment to the FFY 2009 element of the FFY 2009-2012 OCARTS Area TIP to include the listed projects located in the Cities of Bethany, Oklahoma City, and Moore, as requested by ODOT.

- E. ACOG PUBLIC FLEET CONVERSION GRANTS

INFORMATION: On August 14, 2008, the ITPC approved an amendment to the FFY 2008-2011 OCARTS Area Transportation Improvement Program to add funding for a new ACOG-administered public fleet conversion program using FFY 2008 CMAQ funds. ACOG staff is developing a Public Fleet Conversion Grants announcement to be distributed January 5, 2009.

Action Requested: None. For information only.

- F. PRELIMINARY 2005 OCARTS EMPLOYMENT BY COUNTY AND CITY

INFORMATION: One of the building blocks for the 2035 Oklahoma City Area Regional Transportation Study (OCARTS) Plan update is the development of the base year (2005) employment data. A table is provided with the OCARTS area wage and salary, self-employed, and total employment by County and City.

Action Requested: None. For information only.

- G. 2009 OKLAHOMA RECREATIONAL TRAILS PROGRAM – APPLICATIONS DUE JANUARY 30, 2009

INFORMATION: The Recreational Trails Program (RTP) is a federal-aid program administered by the Oklahoma Tourism and Recreation Department (OTRD). This reimbursement-type grant program is part of the SAFETEA-LU formula funding.

Action Requested: None. For information only.

- H. CENTRAL OKLAHOMA OZONE NONATTAINMENT BOUNDARY

INFORMATION: The Oklahoma Department of Environmental Quality (ODEQ) recently hosted two meetings to inform the public about and receive comments on potential nonattainment area boundaries and designations for the new 0.075 parts per million ozone standard. ACOG staff will present the data compiled by ODEQ that will be used in the State of Oklahoma boundary recommendation to EPA.

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

INFORMATION: Attached to 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.

- J. FY 2009 UNIFIED PLANNING WORK PROGRAM (UPWP) REPORTS

Action Requested: None. For information only.

This concludes the Intermodal Transportation Policy Committee Report.

- K. MUNICIPAL SCHEDULING OF "TRICK OR TREAT" NIGHT
(Attachment VI-K)

INFORMATION: In 1983, the ACOG Board of Directors evaluated the merits of a uniformly observed evening of "Trick or Treat" in the metropolitan area for future years. It was their conclusion that agreement by the member local governments of ACOG relating to a uniform date held merit, was desirable and would facilitate the protection of the health, safety, and welfare of the children of the region.

It is staff's recommendation that Saturday, October 31, 2009, be designated as the uniform date for observance of "Trick or Treat" in the metropolitan area.

Action Requested: Motion to designate the date for observance of "Trick or Treat" as Saturday, October 31, 2009.

- L. CONTRACT WITH THIRD DEGREE TO SERVICE REGIONAL AIR QUALITY PUBLIC EDUCATION PROGRAM
(Attachment VI-L)

INFORMATION: The Association of Central Oklahoma Governments (ACOG) wishes to engage in a contract with Third Degree Advertising, and Oklahoma City based advertising and media agency, for a variety of professional services involved with continuing a comprehensive public education campaign for fiscal year 2009. A section in the original proposal request allows for ACOG to exercise multi-year options with the vendor, providing that funding for the program remains available. This would be the second year of a three-year option.

Action Requested: Motion to authorize the ACOG Executive Director to execute Contractor Agreement with Third Degree Advertising to service FY 2009 advertising and marketing campaigns for air quality awareness, subject to approval by legal counsel.

VII. ITEMS REQUIRING INDIVIDUAL ACTION

- A. PRESENTATION BY JONES PUBLIC SCHOOLS SUPERINTENDENT MIKE STEELE AND JONES HIGH SCHOOL PRINCIPAL CARL JOHNSON REGARDING PROGRESS OF NEW BUILDING

Action Requested: None. For information only.

- B. SELECTION OF VENDOR AND AUTHORIZATION TO EXECUTE A CONTRACT WITH STAPLEGUN FOR GRAPHIC ARTS AND DESIGN SERVICES FOR 9-1-1 PRINTED PRODUCTS AND BRANDING
(Attachment VII-B)

INFORMATION: On September 22, 2008, ACOG issued an RFP/RFQ for design services for 9-1-1 programs and public education products and collateral pieces. The products include designing a new children's coloring book that teaches them how to dial 9-1-1, a general information brochure, a dispatcher recruitment brochure, and developing a branding image symbolizing 9-1-1 in Central Oklahoma, and the forthcoming 20th anniversary of 9-1-1 service.

Action Requested: Authorize the Executive Director to negotiate and execute a contract with STAPLEGUN for design and graphic arts services, not to exceed \$20,000. In the event a mutually agreeable contract cannot be met, the Board further authorizes staff to initiate negotiations and contract with the alternate vendor, Marc Bostian. All negotiations are subject to legal counsel approval.

- C. SELECTION OF 2009 REAP PROJECTS

INFORMATION: The ACOG 2009 REAP Transportation and Economic/Community Development grant process began when application packets were mailed to

eligible entities on August 4, 2008. REAP grant writing assistance workshops were held in each of ACOG's counties during August. The REAP application deadline was October 3, 2008.

Twenty-three (23) Transportation applications totaling \$942,716.07 were received for consideration for the approximately \$441,750.00 REAP Transportation funds available. Twenty-six (26) Economic/Community Development applications totaling \$942,841.30 were received for consideration for the approximately \$294,500.00 REAP Economic/Community Development funds available. Total funding for all projects is estimated to be \$736,250.00.

Tables showing the ranking and rating of all projects will be available at the Board meeting on December 18.

Action Requested: Review information and recommendations for funding from ACOG staff. Motion to adopt and fund 2009 REAP Transportation and Economic/Community Development projects as well as alternate projects, and motion to forward selected applications to the Oklahoma Department of Commerce for possible CDBG/REAP match funding.

- D. REQUESTED MODIFICATION TO 2007 REAP CONTRACT WITH THE TOWN OF ARCADIA (ED-2007-08) – AMENDMENT TO THE RURAL ECONOMIC ACTION PLAN GRANT CONTRACT
(Attachment VII-D)

INFORMATION: The Town of Arcadia received a 2007 REAP fund grant in the amount of \$50,000.00 for an economic development project to purchase a used fire tanker truck. Due to extenuating circumstances, Arcadia's REAP project had not been completed by the contract expiration date of October 18, 2008. The Town of Arcadia requested a 90-day extension in October 2008 in order to complete their project. That extension was granted by staff, which made the new expiration date January 18, 2009.

The Town of Arcadia has experienced difficulty in locating a combination tanker/pumper fire truck that is in good condition, but has found several prospects. The Town is not sure their purchase of this equipment will be completed before their January 18, 2009 deadline.

ACOG staff is requesting another 90-day extension in order for Arcadia to be able to complete their project. The final deadline for Arcadia's project would then be April 18, 2009. In order to retain the REAP funds for the Town of Arcadia, an Amendment to the Rural Economic Action Plan Grant Contract is being requested.

Action Requested: Motion to authorize the ACOG Executive Director to execute an Amendment to the Rural Economic Action Plan Grant Contract with the Town of Arcadia for a 90-day extension of time in order to permit completion of their project.

- E. REQUESTED MODIFICATION TO 2007 REAP CONTRACT WITH OKLAHOMA COUNTY DISTRICT #1 (T-2007-26) – AMENDMENT TO THE RURAL ECONOMIC ACTION PLAN GRANT CONTRACT
(Attachment VII-E)

INFORMATION: Oklahoma County District #1 received a 2007 REAP fund grant in the amount of \$50,000.00 for a transportation project to repair part of Exchange Avenue just west of Agnew. Due to extenuating circumstances, Oklahoma County's REAP project had not been completed by the contract expiration date of October 23, 2008. Oklahoma County District #1 requested a 90-day extension in October 2008 in order to complete their project. That extension was granted by staff, which made the new expiration date January 23, 2009.

Oklahoma County District #1 is not sure this project will be completed before their January 23, 2009 deadline. ACOG staff is requesting another 90-day extension in order for Oklahoma County to be able to complete their project. The final deadline for Oklahoma County's project would then be April 23, 2009. In order to retain the REAP funds for Oklahoma County District #1, an Amendment to the Rural Economic Action Plan Grant Contract is being requested.

Action Requested: Motion to authorize the ACOG Executive Director to execute an Amendment to the Rural Economic Action Plan Grant Contract with Oklahoma County District #1 for a 90-day extension of time in order to permit completion of their project.

- F. REQUESTED MODIFICATION TO 2007 REAP CONTRACT WITH THE TOWN OF LUTHER (T-2007-13)- AMENDMENT TO THE RURAL ECONOMIC ACTION PLAN GRANT CONTRACT
(Attachment VII-F)

INFORMATION: The Town of Luther received a 2007 REAP fund grant in the amount of \$45,230.00 for a transportation project to purchase materials for street resurfacing. Due to extenuating circumstances, Luther's REAP project had not been completed by the contract expiration date of October 23, 2008. The Town of Luther requested a 90-day extension in October 2008 in order to complete their project. That extension was granted by staff, which made the new expiration date January 23, 2009.

The Town of Luther is currently addressing legal issues surrounding the easements of the streets to be resurfaced, and is not sure this project will be completed before their January 23, 2009 deadline. ACOG staff is requesting another 90-day extension in order for the Town of Luther to be able to complete their project. The final deadline for Luther's project would then be April 23, 2009. In order to retain the REAP funds for

the Town of Luther, an Amendment to the Rural Economic Action Plan Grant Contract is being requested.

Action Requested: Motion to authorize the ACOG Executive Director to execute an Amendment to the Rural Economic Action Plan Grant Contract with the Town of Luther for a 90-day extension of time in order to permit completion of their project.

G. DRAFT FEDERAL LEGISLATIVE ISSUES

INFORMATION: Attached are draft federal legislative issues for consideration by the Board of Directors. Please call Jane Sutter prior to the Board meeting if you have recommendations, and she will make them prior to the Board's consideration at the meeting.

The direct link to the draft federal legislative issues document is:
<http://acogok.org/Newsroom/Downloads08/fedissuesdraft2009.pdf>

If approved, these issues statements will be delivered to the Oklahoma Congressional Delegation in Washington, D.C.

Action Requested: Motion to adopt the 2009 Federal Legislative Issues and approve delivery of the document to the Oklahoma's Congressional Delegation.

VIII. NEW BUSINESS

IX. ADJOURNMENT

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS

BOARD OF DIRECTORS

NOVEMBER 20, 2008 (THURSDAY)

21 EAST MAIN STREET, SUITE 100

OKLAHOMA CITY, OKLAHOMA

2:35 P.M.

The tenth meeting of the ACOG Board of Directors for calendar year 2008 was convened November 20, 2008, in the ACOG Conference Room, 21 East Main Street, Suite 100, Oklahoma City, Oklahoma, at 2:35 p.m., as indicated by advance notice filed with the Oklahoma County Clerk and posted at the ACOG offices.

PRESIDING

Hon. Willa Johnson, Commissioner, Oklahoma County, Chair

BOARD MEMBERS PRESENT

Hon. Roger Malone, Councilmember, Choctaw
Hon. Ken Bartlett, Councilmember, Del City
Hon. Wayne Page, Councilmember, Edmond
Hon. Marianne Yarbrough, Councilmember, Forest Park
Hon. Ray Poland, Councilmember, Jones City
Hon. Kathy McMillan, Councilmember, Moore
Hon. Keith Bryan, Councilmember, Mustang
Hon. Rachel Butler, Councilmember, Norman
Hon. Pete White, Councilmember, Oklahoma City (proxy)
Hon. Larry Kesler, Councilmember, Union City
Hon. Ward Larson, Mayor, Yukon
Hon. Rod Cleveland, Commissioner, Cleveland County
Hon. Mark Sharpton, Commissioner, Logan County

BOARD MEMBERS ABSENT

Hon. Phill Shirey, Councilmember, Bethany
Hon. Shawn Davis, Councilmember, Calumet

Hon. Matt White, Councilmember, El Reno

Hon. Chuck Burtcher, Mayor, Guthrie

Hon. Bill Lisby, Councilmember, Harrah
Langston City

Hon. Mark Easton, Councilmember, Lexington

Hon. Margaret Graham, Councilmember, Luther

Hon. Russell Smith, Councilmember, Midwest City

Hon. Kathy Walker, Mayor, Nichols Hills

Hon. Jim Pumphrey, Mayor, Nicoma Park

Hon. Gary Hayes, Mayor, Noble

Hon. John Brown, Councilmember, Piedmont

Hon. Bobby Cleveland, Councilmember, Slaughterville

Hon. Earnest Ware, Mayor, Spencer

Hon. Scott Symes, Mayor, The Village
Valley Brook

Hon. Dean Johnson, Councilmember, Warr Acres

Hon. Grant Hedrick, Commissioner, Canadian County

ASSOCIATE MEMBERS

Tinker Air Force Base

GUESTS

Bill Dalke, Tinker Air Force Base

Brian Routh, Councilmember, Tuttle

STAFF PRESENT

John G. Johnson, Executive Director

Jane E. Sutter, Deputy Director

Susan Yingling, Administrative Assistant to the Executive Director

Debbie Cook, Director of Finance

Jerry Church, Programs Coordinator: Communications

Steve Willoughby, E911 and Public Safety Programs Director

Doug Rex, Division Director, Transportation

Diane McCullough, Grants Program Coordinator

John Harrington, Division Director, Water Resources

Ellen Owens, Department Secretary

I. CALL TO ORDER – ROLL CALL

Chair Willa Johnson called the meeting to order at 2:35 p.m. noting that a quorum was present.

II. INTRODUCTION OF GUESTS

John Johnson introduced the guests.

III. APPROVAL OF MINUTES – OCTOBER 30, 2008 REGULAR MEETING

Director Kesler made a motion to approve the October 30, 2008 regular meeting minutes. The motion was seconded by Director Bryan. The motion carried.

IV. COMMUNICATIONS

A. CHAIR'S REPORT

There was no Chair's Report.

B. DIRECTOR'S REPORT

John Johnson told the Board there was an amendment to the Claims list on the Consent Docket of \$115,861.49, bringing the total claims amount to \$378,953.99.

John Johnson told the Board that ACOG was recertified as the Metropolitan Planning Organization (MPO). He thanked Doug Rex and the ACOG staff members for their quality work in that endeavor.

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 Poland made a motion that items A through K in Section VI, including the amendment to the claims, be placed on the Consent Docket and approved. The motion was seconded by Director Sharpton. The motion carried.

VII. ITEMS REQUIRING INDIVIDUAL ACTION

A. DRAFT STATE LEGISLATIVE ISSUES

Ms. Sutter asked the Board to approve the Draft State Legislative Issues so they could be finalized and delivered to the Oklahoma State Legislators. After some discussion, Director Butler made a motion to amend the Draft State Legislative Issues to add a third bullet point to the transportation issue that states: "The State may also want to research creating a separate body for transit and rail transportation. The motion was seconded by Director Page. A roll call vote was taken.

Aye: Poland, Butler, Page, Yarbrough, White, McMillan, Malone, Cleveland.

Nay: Kesler, Bartlett, Sharpton, Larson, Bryan, Johnson.

The motion carried.

Director Sharpton made a motion to adopt the policy statements, including the amendment, for the 2009 Oklahoma Legislative Issues. The motion was seconded by Director Kesler. The motion carried.

B. UPDATED ITTC BYLAWS AND OCARTS MEMORANDUM OF UNDERSTANDING ADDING CART AS A VOTING MEMBER

Director Poland made a motion to approve the proposed amendments to the ITTC Bylaws and OCARTS Memorandum of Understanding to add CART as a voting member to the ITTC and ITPC. The motion was seconded by Director Kesler and carried.

VIII. INFORMATION ITEMS

A. LEGISLATIVE CALENDAR DEADLINES

John Johnson said the deadline calendar was included in the agenda for the Board's information. No action was necessary.

IX. NEW BUSINESS

There was no new business.

X. ADJOURNMENT

The meeting was adjourned at 2:50 p.m.

ADOPTED THIS _____ DAY OF _____, 2008.

CHAIRMAN

SECRETARY-TREASURER

ATTACHMENT VI-A

**ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
CASH STATUS REPORT
FOR THE MONTH ENDED NOVEMBER 30, 2008**

	SWEEP/ OPERATING	T-BILLS / SAVINGS	WIRELESS 9-1-1	TOTAL
Beginning Balance <i>November 1, 2008</i>				
Cash on Deposit	\$ 1,346,383.50	\$ 214,760.68	\$ 321,678.32	\$ 1,882,822.50
Petty Cash	1,400.00	-	-	1,400.00
Total Beginning Balance	<u>\$ 1,347,783.50</u>	<u>\$ 214,760.68</u>	<u>\$ 321,678.32</u>	<u>\$ 1,884,222.50</u>
Cash Receipts				
Grants & Contracts	\$ 218,860.55	\$ -	\$ -	\$ 218,860.55
Memberships	-	-	-	-
Transfers of Funds	100,000.00	104,585.80	-	204,585.80
Interest Earned	162.54	456.24	262.73	881.51
Wireless 9-1-1	-	-	359,503.85	359,503.85
Miscellaneous	28,322.44	-	-	28,322.44
Total Cash Receipts	<u>\$ 347,345.53</u>	<u>\$ 105,042.04</u>	<u>\$ 359,766.58</u>	<u>\$ 812,154.15</u>
Cash Available	\$ 1,695,129.03	\$ 319,802.72	\$ 681,444.90	\$ 2,696,376.65
Cash Disbursements				
Personnel Cost <i>(detail next page)</i>	\$ 194,100.74	\$ 2,009.88	\$ -	\$ 196,110.62
Travel	810.00	-	-	810.00
Transfers of Funds	104,585.80	100,000.00	-	204,585.80
REAP	71,849.00	-	-	71,849.00
Projects - UASI	242,500.55	-	-	242,500.55
General Operating Expenses <i>(detail next page)</i>	64,844.72	-	426,356.49	491,201.21
Total Cash Disbursements	<u>\$ 678,690.81</u>	<u>\$ 102,009.88</u>	<u>\$ 426,356.49</u>	<u>\$ 1,207,057.18</u>
Ending Balance <i>November 30, 2008</i>				
Cash on Deposit	\$ 1,015,038.22	\$ 217,792.84	\$ 255,088.41	\$ 1,487,919.47
Petty Cash	1,400.00	-	-	1,400.00
Total Ending Balance	<u><u>\$ 1,016,438.22</u></u>	<u><u>\$ 217,792.84</u></u>	<u><u>\$ 255,088.41</u></u>	<u><u>\$ 1,489,319.47</u></u>

**SCHEDULE OF GENERAL OPERATING EXPENSES
FOR THE MONTH ENDED NOVEMBER 30, 2008**

Personnel Cost:

Salaries	\$ 104,308.17
Payroll Taxes	49,256.01
Group Health & Life Insurance	22,018.98
Pension Contribution & Expense	12,718.74
Deferred Compensation	4,806.70
Allied Arts Contributions	71.66
United Way Contributions	920.48

Total Operating Personnel Expenditures	\$194,100.74
Section 125 Employee Benefits Paid	2,009.88
Total Personnel Cost	<u><u>\$196,110.62</u></u>

General Operating Expenses:

Audit	\$ 1,875.25
Contract Personnel	4,583.75
Development	559.00
Flexible Spending Plan	140.00
Internet Service	867.31
Maintenance & Repair - Equipment	6,399.63
Mileage	1,099.15
Office Rent & Parking	14,761.33
Offsite Storage	131.60
Postage	500.00
Printing	1,466.30
Professional Dues	243.75
Projects - JLUS	12,597.09
Public Notice	52.20
Sub - Contract	10,350.86
Supplies	2,831.05
Telephone	1,221.83
Temporary Labor	2,767.60
Travel	627.48
Xerox	1,769.54

Total General Operating Expenses	<u><u>\$ 64,844.72</u></u>
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BE IT RESOLVED, that on this 18th day of December, 2008, 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.

Alltel <i>(Telephone – 9-1-1)</i>	\$ 74.29
Anderson, Yvonne <i>(Mileage)</i>	22.99
AT&T <i>(Internet)</i>	133.21
Big Sky Tours <i>(Travel – 9-1-1)</i>	416.00
Bricktown Venture II, LLC <i>(Office Rent)</i>	14,761.33
Casco Industries, Inc. <i>(Projects – UASI)</i>	277,553.00
Chiodo, Kara <i>(Mileage)</i>	10.53
Cimarron City, Town of <i>(REAP ED-2008-13)</i>	1,000.00
Copy Fast Printing <i>(Printing)</i>	247.39
Cricket <i>(Telephone – 91-1)</i>	46.40
Dale Rogers Training Center <i>(Supplies)</i>	159.44
Demco, Inc. <i>(Supplies)</i>	466.54
Electradigital <i>(Internet)</i>	182.00

Franklin, Nicolle <i>{Consultant}</i>	912.50
GeoComm, Inc <i>{Subcontract – 9-1-1}</i>	6,509.00
Harrington, John <i>{Mileage & Travel}</i>	63.02
Henderson, Mary <i>{Petty Cash Reimbursement – 9-1-1 \$36.64}</i>	168.73
Irons, Johnny <i>{Mileage}</i>	142.77
Jet Report, US <i>{Maintenance & Repair Software}</i>	479.20
Johnson, John <i>{Mileage & Travel - 9-1-1 \$156.28}</i>	259.92
Logan County District 3 <i>{REAPT-2008-11}</i>	46,650.00
Mailtrust <i>{Internet}</i>	555.10
Massie, Holly <i>{Mileage}</i>	56.81
Mott's Office Products <i>{Supplies}</i>	863.24
National Association of Regional Councils <i>{Development}</i>	2,900.00
Neighbors Executive Coffee <i>{Supplies}</i>	162.50
NENA 2009 <i>{Development – 9-1-1}</i>	770.00
Office Team <i>{Temporary Labor – 9-1-1 \$812.05}</i>	1,804.55

Oklahoma Association of Regional Councils <i>(Professional Dues)</i>	4,000.00
Oklahoma Association of Chiefs of Police <i>(Professional Dues)</i>	60.00
Oklahoma City Chamber of Commerce <i>(Professional Dues & Membership)</i>	710.00
Oklahoma City, City (UPWP Service)	7,840.20
1 800 Conference <i>(Telephone – 9-1-1)</i>	108.24
Peak Uptime <i>(Equipment and Maintenance & Repair Equipment)</i>	1,350.00
Pendergraft, Art <i>(Consultant – UPWP)</i>	3,815.00
Personnel Concepts <i>(Publications & Subscriptions)</i>	153.89
Physio-Control, Inc. <i>(Projects – UASI)</i>	48,619.60
Pioneer Cellular <i>(Telephone – 9-1-1)</i>	37.70
Priority Dispatch <i>(Institute – 9-1-1)</i>	1,010.00
Public Safety Group <i>(Institute – 9-1-1)</i>	1,700.00
Sprint <i>(Telephone – 9-1-1)</i>	64.48
The Tribune <i>(Publications & Subscriptions)</i>	22.00
Triangle/A&E, Inc. <i>(Supplies)</i>	67.75

United States Postal Service <i>{Bulk Mail}</i>	500.00
Verizon Business <i>{Telephone – 9-1-1 \$29.20}</i>	128.60
Walker Companies <i>{Supplies – 9-1-1}</i>	70.00
West Payment Center <i>{Publications & Subscriptions}</i>	258.00
Wolstenholme Aeromed, Inc. <i>{Projects – UASI}</i>	909.04
WorkflowOne <i>{Offsite storage – 9-1-1 \$4.55}</i>	131.60
Xerox Corporation <i>{Xerox}</i>	2,359.74
Xpedx Stores Division <i>{Supplies}</i>	179.84
Zhu, Kongyan <i>{Mileage}</i>	21.06
TOTAL DECEMBER CLAIMS	<u>\$431,487.20</u>

ATTEST:

CHAIRMAN

**REVIEW AND COMMENT REPORT
AS OF DECEMBER 12, 2008**

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

None



association of central oklahoma governments

ATTACHMENT VI-K

Chair Willa Johnson
Oklahoma County Commissioner

Vice-Chair Kathy Walker
Nichols Hills Mayor

Secretary/Treasurer Mark Sharpton
Logan County Commissioner

Executive Director
John G. Johnson

DATE: December 12, 2008
TO: ACOG Board of Directors
FROM: John G. Johnson, Executive Director
SUBJECT: Municipal Scheduling of "Trick or Treat" Night

INFORMATION:

In 1983, the ACOG Board of Directors evaluated the merits of a uniformly observed evening for "Trick or Treat" in the metropolitan area for future years. It was their conclusion that agreement by the member local governments of ACOG relating to a uniform date held merit, was desirable and would facilitate the protection of the health, safety and welfare of the children of the region.

The Board determined that October 31, the evening of Halloween, should be the primary uniform date established for the observance of "Trick or Treat" in the metropolitan area. Due to the potential number of exceptions that could cause us to re-evaluate this date, the Board of Directors directed that the date be re-affirmed in December of each year. (See background memorandum attached.)

It is staff's recommendation that Saturday, October 31, 2009, be designated as the uniform date for observance of "Trick or Treat" in the metropolitan area.

Action Requested:

Motion to designate the date for observance of "Trick or Treat" as Saturday, October 31, 2009.

Attachment

Association of Central Oklahoma Governments

4801 Classen Boulevard, Suite 200
Oklahoma City, OK 73118
(405) 848-8961

DATE: December 7, 1983
TO: ACOG Board of Directors
FROM: Zach D. Taylor
Executive Director
SUBJECT: Municipal Scheduling of
"Trick or Treat" Night

Member Entities:

Bethany
Calumet
Choctaw
Crescent
Del City
Edmond
El Reno
Forest Park
Guthrie
Hall Park
Harrah
Jones
Langston
Lexington
Luther
Midwest City
Moore
Mustang
Nichols Hills
Nicoma Park
Noble
Norman
Okarche
Oklahoma City
Piedmont
Spencer
Union City
Valley Brook
The Village
Warr Acres
Yukon
Canadian Co.
Cleveland Co.
Logan Co.

Associate Members:

Tinker AFB

ACTION REQUESTED:

At the October Board of Directors meeting, Mayor John Rost requested that the Board discuss the merits of a uniformly observed evening for "Trick or Treat" in the metropolitan area for future years. If the Board were to find that a uniform date is desirable, it was his request that a process be defined whereby such a date would be determined each year. At the October meeting, the Board of Directors requested staff to place this matter on the December agenda for general discussion.

BACKGROUND INFORMATION:

The observance of Halloween as a holiday had its beginning as a pre-Christian observance in honor or recognition of the deceased by Celtic people of England, Ireland and Scotland. The ancient Celts divided the year by four major holidays. According to their calendar, the year began on November 1, a date that marked the beginning of winter. Since they were a pastoral people, it was a time when cattle and sheep had to be moved closer to pasture and all livestock had to be secured for the winter. Crops were harvested and stored. The date was both an ending and a beginning of an eternal cycle in their year. The festival observed at this time, around November 1, was called Samhain (pronounced Sah-ween), the biggest and most significant holiday of the Celtic year. This holiday took on symbolic overtones, the renewal of sustenance of home and hearth by means of a journey to a place of power and holiness and a renewal of family life through the gathering of community. This custom was made all the more meaningful by being set at the beginning of winter when the darkness and its demons are threatening and fire immediately and obviously necessary.

When Christian missionaries tried to change the religious practices of the Celtic people, Samhain became Halloween as we are familiar with today. As a part of their efforts to wipe out pagan holidays, such as Samhain, the Christians brought about major transformations.

In A.D. 601, Pope Gregory I, known as Gregory the Great, issued an edict to his missionaries concerning native beliefs and customs of people he hoped to convert. Instead of trying to obliterate people's customs and beliefs, the Pope's instructions were to use them. If a group of people were worshipping a tree, rather than cut it down, it was consecrated and allowed for continued worship. The effects of this policy were to diminish but not totally dispel beliefs and traditional gods.

The Christian feast of All Saints was assigned to November 1 at a later date. This feast day, honoring every Christian Saint, especially those who did not have a special day devoted to them, was meant to substitute for Samhain to draw off devotion of Celtic people and, finally, to replace it forever. However, this did not happen. It is reported to this day that the hills and hollows of the British Isles are inhabited by the traditional Celtic gods which, diminished in status, have become fairies, leprechauns, and pookas. In other words, the old beliefs never really died out. Recognizing that something closer to the original spirit of Samhain was necessary, the church, in the 9th century A.D., tried again to supplant Samhain, this time by establishing November 2 as All Souls Day. On this day, the living prayed for the souls of the dead. But once again, the practice of retaining traditional customs while attempting to redefine them had a sustaining effect. All Saints Day, otherwise known as All Hallows (hallow was another word for saint; we still see it used in the word hallowed, meaning sanctified or holy), continued the Celtic tradition. The evening prior to the day was the time of most intense activity, both human and supernatural. Consequently, All Hallows' Eve - alias Hallow Even, alas Halloween - is a Celtic New Year's Day in modern dress.

Virtually all our Halloween customs, therefore, can be traced to this ancient Celtic Day in observance of those who are deceased. Each Halloween has many mysterious customs as a history, or at least a story behind it. The wearing of costumes, for instance, the roaming from door to door demanding treats can be traced to this Celtic period and the first few centuries of Christianity, when it was thought that

souls of the dead were out and around along with fairies, witches and demons, food and drink were left out to placate those demons. As the centuries wore on, however, people began dressing as these dreadful creatures and performing antics in exchange for offering of food and drink. This practice, called mumming, evolved into our present trick-or-treating. To this day, witches, ghosts and skeleton creatures are among the favorite disguises.

In the 19th century, our research indicates Irish immigrants brought this Halloween observance to the United States. They found a fully developed and elaborate witch belief system already waiting for them.

In 17th and 18th century America, Halloween was mentioned in almanacs as a day on which to mark one's progress in agricultural production. The notion of a harvest day was melded with that of the day for the spirits of the dead. Most of the customs that we associate with the holiday today known as Halloween, such as carving of jack-o-lanterns, were brought to this country in the 19th century by the great number of Irish immigrants.

While children's trick-or-treating has long been one of the main American Halloween activities, in recent years, adults have been increasingly reclaiming and redefining the holiday, which is taking on the air of a Mardi Gras and a masquerade. Today, adults in costume disguises drawn from the latest headlines take to the streets in big cities and small cities across America and parade in great numbers past flickering, grinning carved jack-o-lanterns. They are creating anew a custom with a pedigreed ancestry.

Thus, Halloween as we know it today started as one thing among Celtic peoples of England, Ireland and Scotland almost two millennia ago. It has been associated with many different things since, yet it continues to be carried out. We can see that its observance has throughout the centuries been generally associated with the evening prior to November 1. Throughout its two millennia history, it generally has been observed on October 31. There have been a number of attempts by a number of groups over this period of time to change the date of its observance for a multitude of reasons. However, it still stands, as best our research can tell us, that the general observance of Halloween, going back to its native land as well as across the United States, remains predominantly October 31.

The request which is before the Board of Directors is

related to a request to seek a uniformly observed evening for Halloween trick-or-treating in the Oklahoma City metropolitan area for future years. Our research of documented observances among communities in the metropolitan area, dating back to 1971, indicates that generally speaking Halloween trick-or-treat night has been observed on the evening of Halloween, October 31. There are some exceptions to that date. The exceptions which we note from our research were to change it on some occasions--1) when the 31st fell on Wednesday, some groups requested a different night because it interfered with church activities, 2) when it conflicted with a Friday or Saturday night football game (some requested a change when it conflicted with televised football games on Monday) and 3) when the 31st fell on a Sunday, some requested a change.

It is staff's belief that agreement by the member local governments relating to a uniformly observed night for Halloween trick-or-treating in the Oklahoma City metropolitan area in future years holds merit, is desirable and would certainly facilitate the protection of the health, safety and welfare of the children of the region. Therefore, it is staff's recommendation to the Board that October 31, the evening of Halloween, be the uniform date established for the observance of Halloween trick-or-treating in the metropolitan area. Due to the potential number of exceptions that could cause us to reevaluate this date, we recommend that the date be reaffirmed in December each year. As communities in the metropolitan area approach the date, they would know well in advance the affirmation of that date for observance of Halloween trick-or-treating.

*** Historical data provided by the American Museum of Natural History, New York City, New York.

ZDT:pdm



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ATTACHMENT VI-L

Chair Willa Johnson
Oklahoma County Commissioner

Vice-Chair Kathy Walker
Nichols Hills Mayor

Secretary/Treasurer Mark Sharpton
Logan County Commissioner

Executive Director
John G. Johnson

DATE: December 12, 2008

TO: ACOG Board of Directors

FROM: Jerry Church, Communications Programs Coordinator

SUBJECT: Contracting with Third Degree Advertising to service regional air quality public education program

INFORMATION:

The Association of Central Oklahoma Governments (ACOG) would like to engage in a contract with Third Degree Advertising, an Oklahoma City based advertising and media agency, for a variety of professional services involved with continuing a comprehensive public education campaign for fiscal year 2009. A section in the original request allows for ACOG to exercise multi-year options with the vendor, providing that funding for the program remains available. This would be the second year of a three-year option.

Agency Search Process

The Central Oklahoma Clean Air Committee initiated a comprehensive search process in December 2007 to secure an advertising agency to help provide creative products for the program. In accordance with ACOG purchasing policy, agencies within the region were sent a Request for Proposals (RFP) to declare their interest in the project and provide information that would detail their abilities to service the campaign. The RFP was also available on ACOG's Web site. Concerted efforts were made to assure that the search process was as complete and fair as possible.

In January, a selection committee, comprised of staff from ACOG, Oklahoma Department of Transportation, OGE Energy Corp., and MetroTransit, unanimously nominated Third Degree, because the company's goals and objectives best fit those of the selection committee.

Funding Information

The Federal Highway Administration (FHWA) authorized federal funding for Congestion Mitigation Air Quality (CMAQ) funds through the Oklahoma Department of Transportation (ODOT) for an air quality awareness program to be implemented in federal fiscal year 2009.

Total CMAQ and local funds currently allocated for the work program itemized below is \$100,000 (\$80,000 federal, \$20,000 local).

ACOG may also be acquiring additional funding for this program that may raise the work program's cumulative budget.

Programming

Since implementing a paid multi-media program in summer 2000, the Clean Air Campaign has garnered numerous awards, and has become one of the most recognized public education programs in the region. A recent survey indicates that the program has been influential in promoting good clean air habits and that Central Oklahomans recognize the importance of clean air.

ACTION REQUESTED:

Motion to authorize the ACOG Executive Director to execute Contractor Agreement with Third Degree Advertising to service FY 2009 advertising and marketing campaigns for air quality awareness, subject to approval by legal counsel.



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ATTACHMENT VII-B

Chair Willa Johnson
Oklahoma County Commissioner

Vice-Chair Kathy Walker
Nichols Hills Mayor

Secretary/Treasurer Mark Sharpton
Logan County Commissioner

Executive Director
John G. Johnson

DATE: December 12, 2008

TO: ACOG Board of Directors

FROM: Jerry A. Church, Communications Programs Coordinator

SUBJECT: Selection of Vendor and Authorization to Execute a Contract with STAPLEGUN for graphic arts and design services for 9-1-1 printed products and branding

INFORMATION:

On September 22, 2008, ACOG issued an RFP/RFQ for design services for 9-1-1 programs and public education products and collateral pieces.

The products include designing a new coloring book that can be distributed to children and teaches them how to dial 9-1-1, a general information brochure, a dispatcher recruitment brochure, and developing a branding image symbolizing 9-1-1 in Central Oklahoma, and the forthcoming 20th anniversary of 9-1-1 service.

ACOG received four submissions of interest for the project. Three groups provided written estimates and scopes of work, and were brought in for individual interviews with a select committee of ACOG staff.

Based upon the criteria established in the RFP/RFQ, and by providing the lowest and best overall estimate, staff is recommending the selection of STAPLEGUN. The group is a locally-owned, full-service advertising agency that has won numerous awards for a variety of work in various mediums, including print design.

Staff is recommending the ACOG Board of Directors to authorize the Executive Director to initiate negotiations and execute a contract with STAPLEGUN for design services, not to exceed \$20,000. This figure does not include printing for the products, as that will come separately, after the design process is completed.

This amount falls within the projected budget amount for this work item. In the event a mutually agreeable contract cannot be met with STAPLEGUN, staff recommends the ACOG Board allow the Executive Director to initiate negotiations with Marc Bostian, the alternate vendor selected.

Action Requested:

Authorize the Executive Director to negotiate and execute a contract with STAPLEGUN for design and graphic arts services, not to exceed \$20,000. In the event a mutually agreeable contract cannot be met, the Board further authorizes staff to initiate negotiations and contract with the alternate vendor, Marc Bostian. All negotiations are to be subject to legal counsel approval.



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ATTACHMENT VII-D

Chair Willa Johnson
Oklahoma County Commissioner

Vice-Chair Kathy Walker
Nichols Hills Mayor

Secretary/Treasurer Mark Sharpton
Logan County Commissioner

Executive Director
John G. Johnson

DATE: December 12, 2008

TO: ACOG Board of Directors

FROM: Diane McCullough, Grants Program Manager

SUBJECT: Requested Modification to 2007 REAP Contract with the Town of Arcadia (ED-2007-08) – Amendment to the Rural Economic Action Plan Grant Contract

INFORMATION:

The Town of Arcadia received a 2007 REAP fund grant in the amount of \$50,000.00 for an economic development project to purchase a used fire tanker truck.

Due to extenuating circumstances, Arcadia's REAP project had not been completed by the contract expiration date of October 18, 2008.

The Town of Arcadia requested a 90-day extension in October 2008 in order to complete their project. That extension was granted by staff, which made the new expiration date January 18, 2009.

The Town of Arcadia has experienced difficulty in locating a combination tanker/pumper fire truck that is in good condition, but has found several prospects. The Town is not sure their purchase of this equipment will be completed before their January 18, 2009 deadline.

ACOG staff is requesting another 90-day extension in order for Arcadia to be able to complete their project. The final deadline for Arcadia's project would then be April 18, 2009. In order to retain the REAP funds for the Town of Arcadia, an Amendment to the Rural Economic Action Plan Grant Contract is being requested.

Action Requested:

Motion to authorize the ACOG Executive Director to execute an Amendment to the Rural Economic Action Plan Grant Contract with the Town of Arcadia for a 90-day extension of time in order to permit completion of their project.



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ATTACHMENT VII-E

Chair Willa Johnson
Oklahoma County Commissioner

Vice-Chair Kathy Walker
Nichols Hills Mayor

Secretary/Treasurer Mark Sharpton
Logan County Commissioner

Executive Director
John G. Johnson

DATE: December 12, 2008

TO: ACOG Board of Directors

FROM: Diane McCullough, Grants Program Manager

SUBJECT: Requested Modification to 2007 REAP Contract with Oklahoma County District #1 (T-2007-26) – Amendment to the Rural Economic Action Plan Grant Contract

INFORMATION:

Oklahoma County District #1 received a 2007 REAP fund grant in the amount of \$50,000.00 for a transportation project to repair part of Exchange Avenue just west of Agnew.

Due to extenuating circumstances, Oklahoma County's REAP project had not been completed by the contract expiration date of October 23, 2008.

Oklahoma County District #1 requested a 90-day extension in October 2008 in order to complete their project. That extension was granted by staff, which made the new expiration date January 23, 2009.

Oklahoma County District #1 is not sure this project will be completed before their January 23, 2009 deadline. ACOG staff is requesting another 90-day extension in order for Oklahoma County to be able to complete their project. The final deadline for Oklahoma County's project would then be April 23, 2009. In order to retain the REAP funds for Oklahoma County District #1, an Amendment to the Rural Economic Action Plan Grant Contract is being requested.

Action Requested:

Motion to authorize the ACOG Executive Director to execute an Amendment to the Rural Economic Action Plan Grant Contract with Oklahoma County District #1 for a 90-day extension of time in order to permit completion of their project.

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ATTACHMENT VII-F

Chair Willa Johnson
Oklahoma County Commissioner

Vice-Chair Kathy Walker
Nichols Hills Mayor

Secretary/Treasurer Mark Sharpton
Logan County Commissioner

Executive Director
John G. Johnson

DATE: December 12, 2008

TO: ACOG Board of Directors

FROM: Diane McCullough, Grants Program Manager

SUBJECT: Requested Modification to 2007 REAP Contract with the Town of Luther (T-2007-13) - Amendment to the Rural Economic Action Plan Grant Contract

INFORMATION:

The Town of Luther received a 2007 REAP fund grant in the amount of \$45,230.00 for a transportation project to purchase materials for street resurfacing.

Due to extenuating circumstances, Luther's REAP project had not been completed by the contract expiration date of October 23, 2008.

The Town of Luther requested a 90-day extension in October 2008 in order to complete their project. That extension was granted by staff, which made the new expiration date January 23, 2009.

The Town of Luther is currently addressing legal issues surrounding the easements of the streets to be resurfaced, and is not sure this project will be completed before their January 23, 2009 deadline. ACOG staff is requesting another 90-day extension in order for the Town of Luther to be able to complete their project. The final deadline for Luther's project would then be April 23, 2009. In order to retain the REAP funds for the Town of Luther, an Amendment to the Rural Economic Action Plan Grant Contract is being requested.

Action Requested:

Motion to authorize the ACOG Executive Director to execute an Amendment to the Rural Economic Action Plan Grant Contract with the Town of Luther for a 90-day extension of time in order to permit completion of their project.

dem