

PLEASE NOTIFY ACOG AT 234-2264 (TTY 234-2217) BY 5:00 P.M. June 22
IF YOU DESIRE A SIGN LANGUAGE INTERPRETER AT THE MEETING

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
BOARD OF DIRECTORS
THURSDAY, JUNE 25, 2009

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 MAY 28, 2009
[\[Attachment III\]](#)
- 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 T 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 – JUNE CLAIMS
[Attachment VI-A]

INFORMATION: Consideration of materials claims budgeted for the Association in the amount of \$519,407.25. 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/Downloads09/june09itpc.pdf>.*

C. PUBLIC HEARING AND ACTION ON REQUEST FOR AMENDMENTS TO THE FFY 2009 ELEMENT OF THE FFY 2009-2012 OCARTS AREA TRANSPORTATION IMPROVEMENT PROGRAM BY ACOG

INFORMATION: This amendment will update the air quality enhancement activities that will be administered by ACOG using the FFY 2009 Congestion Mitigation/Air Quality (CMAQ) funding provided by the Oklahoma Department of Transportation. The ITTC recommends approval.

Action Requested: Motion to endorse amendment to the FFY 2009 element of the FFY 2009-2012 OCARTS Area TIP to include FFY 2009 CMAQ funds to continue the Central Oklahoma Air Quality Public Education, Regional Rideshare and Public Fleet Conversion Programs administered by ACOG, and to submit the same to the

Oklahoma Department of Transportation (ODOT) for amendment of the Statewide Transportation Improvement Program (STIP).

D. FINAL 2035 OCARTS COUNTY AND CITY POPULATION FIGURES

INFORMATION: ACOG staff will present its recommended 2035 OCARTS county and city projections based on the latest planning assumptions and committee feedback. The ITTC recommends approval.

Action Requested: Motion to endorse approval of the county and city level population projections to be used in developing an OCARTS area forecast for the 2035 OCARTS Plan.

E. AMENDMENT TO THE OCARTS AREA ARRA PROJECT LIST BY THE CITY OF NOBLE

INFORMATION: This project will replace Noble's originally submitted project.

Action Requested: Motion to endorse amendment to the OCARTS Area ARRA Project List to replace the City of Noble's originally submitted project with a resurfacing project on Etowah Road between Highway 77 and N. 48th Street.

F. FEDERAL HIGHWAY ADMINISTRATION (FHWA) RISK MANAGEMENT PLAN FOR THE AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) OF 2009

INFORMATION: Mr. Ivan Marrero, FHWA-Oklahoma Assistant Division Administrator (ADA), will provide a description of the FHWA Recovery Act Risk Management Plan and the role states and local governments should play in the implementation phases of the plan. In addition, Mr. Marrero will focus on FHWA identified risk sources and analyze a matrix depicting risk likelihood and impact assessment.

Action Requested: None. For information only.

G. MID-YEAR STATUS REPORT ON THE OBLIGATION OF FFY 2009 SURFACE TRANSPORTATION PROGRAM URBANIZED AREA (STP-UZA) FUNDS AND PENDING PROJECTS

INFORMATION: A status report reflecting the Surface Transportation Program Urbanized Area (STP-UZA) funds obligated during the first half of FFY 2009 (Oct. 1, 2008 - Mar. 31, 2009) and the funds anticipated to be obligated by the end of the federal fiscal year (Sept. 30, 2009) is provided in table format.

Action Requested: None. For information only.

H. PRELIMINARY 2035 OCARTS EMPLOYMENT BY COUNTY BY CITY

INFORMATION: ACOG staff has developed the preliminary 2035 OCARTS employment by county and city.

Action Requested: Review and comment on the preliminary county and city employment forecasts to be used in developing the 2035 OCARTS Plan.

I. PRELIMINARY ENCOMPASS 2035 PUBLIC SURVEY RESULTS

INFORMATION: Over 1,890 people took the survey, which was available online from May 11-29. Staff will present preliminary results at the meeting.

Action Requested: None. For information only.

J. TRANSPORTATION PLANNING PUBLIC ENGAGEMENT GAME

INFORMATION: As a product of the OCARTS Public Participation Plan, ACOG staff has developed a transportation planning game to educate Central Oklahomans about the transportation planning process, planning with a budget (financial constraint) and the acts of compromise and concession.

Action Requested: None. For information only.

K. STATUS OF OCARTS AREA ARRA PROJECTS

INFORMATION: Attached is information on the status of all OCARTS area American Recovery and Reinvestment Act (ARRA) projects, as provided by the ODOT Local Government Division.

Action Requested: None. For information only.

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

INFORMATION: Attached 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.

M. CIP CONTRACT BETWEEN ACOG AND TOWN OF MARSHALL

INFORMATION: The town of Marshall has applied for a CDBG-CIP grant from the Oklahoma Department of Commerce (ODOC). The grant will be used to update the community's Capital Improvement Plan. Marshall has expressed its intent to contract with ACOG for many of the mapping, oversight, coordination and planning services required for the completion of their plan update at a cost of \$9,000.

Action Requested: A motion to authorize the Executive Director to negotiate and execute the contract with the town of Marshall, subject to approval by legal counsel.

N. CIP CONTRACT BETWEEN ACOG AND TOWN OF MULHALL

INFORMATION: The town of Mulhall has applied for a CDBG-CIP grant from the Oklahoma Department of Commerce (ODOC). The grant will be used to update the community's Capital Improvement Plan. Mulhall has expressed its intent to contract with ACOG for many of the mapping, oversight, coordination and planning services required for the completion of their plan update at a cost of \$9,000.

Action Requested: A motion to authorize the Executive Director to negotiate and execute the contract with the town of Mulhall, subject to approval by legal counsel.

O. CIP CONTRACT BETWEEN ACOG AND TOWN OF ORLANDO

INFORMATION: The town of Orlando has applied for a CDBG-CIP grant from the Oklahoma Department of Commerce (ODOC). The grant will be used to update the community's Capital Improvement Plan. Orlando has expressed its intent to contract with ACOG for many of the mapping, oversight, coordination and planning services required for the completion of their plan update at a cost of \$9,000.

Action Requested: A motion to authorize the Executive Director to negotiate and execute the contract with the town of Orlando, subject to approval by legal counsel.

P. AUTHORIZATION TO RENEW THE ANNUAL AGREEMENT BETWEEN GEOCOMM AND ACOG FOR GEOGRAPHICAL INFORMATION SYSTEM (GIS) DATA SUPPORT

INFORMATION: Staff is recommending renewal of the GIS Data Support contract with GeoComm for FY 2010. GeoComm provides GIS support for data

management, data analysis, quality control and assurance, and other technical support for our 9-1-1 operations. This contract is at the same rate as previous years in an amount not to exceed \$6,759 per month.

Action Requested: Authorization for the Executive Director to negotiate and execute a contract renewal between GeoComm and ACOG for Geographical Information System data support.

Q. JULY/AUGUST BUDGETED RECURRING CHARGES

INFORMATION: The July/August regular Board of Directors meetings have been combined and claims approval will be August 13, 2009. Approval is required to pay July and August budgeted recurring charges on July 31, 2009, and August 30, 2009, respectively. The July claims will be presented for ratification at the August Board meeting. The August claims will be presented for ratification at the September Board meeting.

Action Requested: Motion to authorize payment of July and August budgeted recurring expenses as requested.

R. CONSULTANT RETAINER AGREEMENT

INFORMATION: Staff recommends continuing the contract arrangement with Nicolle Franklin for human resources consulting services. The attached Agreement mirrors that adopted by the Board last year with the exception of a \$20,000 cap on expenses for FY2010.

Action Requested: Authorization of Executive Director to execute consulting contract with Nicolle Franklin.

S. CONSIDER AUTHORIZATION FOR ACOG EXECUTIVE DIRECTOR TO EXECUTE CONTRACT AGREEMENT WITH THE OKLAHOMA DEPARTMENT OF COMMERCE/OFFICE OF COMMUNITY DEVELOPMENT (ODOC/OCD) TO RECEIVE STATE ENERGY PROGRAM FUNDING TO OPERATE THE CENTRAL OKLAHOMA CLEAN CITIES PROGRAM

INFORMATION: The Oklahoma Department of Commerce/Office of Community Development offers the Association of Central Oklahoma Governments a contract totaling \$50,000 to operate the Central Oklahoma Clean Cities program, including its activities, salaries and related expenses, from July 1, 2009 through June 30, 2010.

Contract funds to operate the Central Oklahoma Clean Cities program during FY 2010 are provided to ODOC through the FFY 2009 U.S. Department of Energy State Energy Program Formula Grants.

Board authorization is necessary for the ACOG Executive Director to execute a contract with ODOC in order to receive contract funds.

Action Requested: Motion to authorize the ACOG Executive Director to execute contract with the Oklahoma Department of Commerce/Office of Community Development, subject to contract approval by legal counsel.

T. CONSIDER AUTHORIZATION FOR ACOG EXECUTIVE DIRECTOR TO EXECUTE CONTRACT AGREEMENTS FOR PUBLIC CONVERSION FLEET GRANT AWARDS

INFORMATION: In January 2009, the Association of Central Oklahoma Governments (ACOG) sent out a call for competitive project applications for the purpose of implementing a Public Fleet Conversion Grants program.

The ACOG Metropolitan Planning Organization (MPO) at its March 26, 2009 Intermodal Transportation Policy Committee (ITPC) meeting approved selected projects utilizing CMAQ funds allocated to ACOG's Public Fleet Conversion program and approved alternate designations if any awarded entity declined its funding offer.

Selected projects were submitted by the City of Oklahoma City General Services Department, the City of Norman, and the University of Oklahoma Fleet Services Department.

ACOG Board of Directors endorsed approval of selected projects at its March 26 meeting.

Action Requested: Motion to authorize the ACOG Executive Director to execute contracts with the City of Oklahoma City, the City of Norman, and the University of Oklahoma Fleet Services for project awards, subject to contract approval by legal counsel.

VII. ITEMS REQUIRING INDIVIDUAL ACTION

A. CONSIDERATION OF ACOG BUDGET AND ASSESSMENT SCHEDULE
[\[Attachment VII-A\]](#)

INFORMATION: The FY 2009-2010 Budget for the Association of Central Oklahoma Governments is presented to the Board of Directors pursuant to the ACOG Agreement and as recommended by the Board of Directors' Budget Committee. The Budget Committee met in two sessions to develop their recommendations. At the meeting on June 18, 2009, they recommended the attached budget document.

The direct link to the budget is:

<http://acogok.org/Newsroom/Downloads09/budget10.pdf>

Action Requested: Motion to approve the FY 2009-2010 budget document as recommended by the ACOG Budget Committee.

- B. CONSIDER AUTHORIZATION FOR THE ACOG EXECUTIVE DIRECTOR TO EXECUTE CONTRACT AGREEMENT FOR CLEAN CITIES IDLE REDUCTION DEPLOYMENT, EDUCATION, AWARENESS IN OKLAHOMA SCHOOL DISTRICTS CASE STUDY PUBLICATION

INFORMATION: In June 2009, the Association of Central Oklahoma Governments (ACOG) sent out a Request for Proposals to local professional graphic artists, designers and/or advertising agencies to create a series of printed pieces for design services and printing oversight of a Clean Cities School Bus Idle Reduction Case Study, Case Study Brochure and Case Study Documents. Funding for this project comes from a U.S. Department of Energy grant award, approved by ACOG's Board of Directors in September 2006.

The Case Study publication, brochure and documents will be provided in hard copy to all Oklahoma public school district Transportation Directors and/or Superintendents and school boards. Additionally the documents will be available for download from ACOG's Clean Cities website and from the U.S. Department of Energy's Alternative Fuels and Advanced Vehicles Data Center.

ACOG anticipates selecting a vendor to undertake publication design and printing oversight in July with finished product available in mid-September. Total design, printing and mailing costs shall not exceed remaining available grant funds of \$20,324.68.

Action Requested: Motion to authorize the ACOG Executive Director to execute a contract with vendor presenting best and lowest bid for design services, production and printing oversight of collateral materials required for the completion of the Clean Cities School Bus Idle Reduction grant project, subject to contract approval by legal counsel.

- C. CONSIDER AUTHORIZATION FOR ACOG EXECUTIVE DIRECTOR TO EXECUTE CONTRACT AGREEMENT WITH THE OKLAHOMA DEPARTMENT OF COMMERCE (ODOC) FOR ACOG APPROPRIATIONS FUNDING

INFORMATION: The annual state funding appropriation to ACOG, by statute, must be under formal contract. Work to be performed under this contract is to be approved as a regular part of the annual ACOG Budget. Upon receipt of this contract, authorization is necessary for the ACOG Executive Director to execute it in order to receive the appropriated funds.

Action Requested: Motion to authorize the ACOG Executive Director to execute the state appropriations contract with the Oklahoma Department of Commerce, subject to approval by legal counsel and its consistency with the adopted ACOG Work Program.

VIII. NEW BUSINESS

IX. ADJOURNMENT

ASSOCIATION OF CENTRAL OKLAHOMA BOARD OF DIRECTORS
as of June 25, 2009

OFFICERS

HON. WILLA JOHNSON	CHAIR	OKLAHOMA COUNTY
HON. SAM BOWMAN	VICE-CHAIR	OKLAHOMA CITY
HON. RUSSELL SMITH	SECRETARY/TREASURER	MIDWEST CITY

CITY/ORGANIZATION	MEMBERS	ALTERNATES
BETHANY	HON. PHILLIP SHIREY, COUNCILMEMBER	HON. BRYAN TAYLOR, MAYOR
		HON. RANDY LUINTRA, COUNCILMEMBER
CALUMET	HON. SHAWN DAVIS, COUNCILMEMBER	HON. MICHAEL CROWLY, MAYOR
CHOCTAW	HON. ROGER MALONE, COUNCILMEMBER	HON. LARRY GOELLER, COUNCILMEMBER
DEL CITY	HON. KEN BARTLETT, COUNCILMEMBER	HON. BRIAN LINLEY, MAYOR
EDMOND	HON. PATRICE DOUGLAS	HON. ELIZABETH WANER, COUNCILMEMBER
		HON. CHARLES LAMB, COUNCILMEMBER
EL RENO	HON. MATT WHITE, MAYOR	HON. GLEN NICHOLS, COUNCILMEMBER
FOREST PARK	HON. MARIANNE YARBROUGH, TRUSTEE	HON. ELTON MATTHEWS, TRUSTEE
GUTHRIE	HON. CHUCK BURTCHER, MAYOR	HON. MARY COFFIN, COUNCILMEMBER
HARRAH	HON. GORDON JENEY, COUNCILMEMBER	
JONES CITY	HON. RAY POLAND, COUNCILMEMBER	HON. MATT ELERICK, MAYOR
LEXINGTON	HON. MARK EASTON, COUNCILMEMBER	
LUTHER	HON. GERALD MARTIN, MAYOR	
MIDWEST CITY	HON. RUSSELL SMITH, MAYOR	HON. RICHARD RICE, COUNCILMEMBER
		HON. TURNER MANN, COUNCILMEMBER
MOORE	HON. KATHY MCMILLAN, COUNCILMEMBER	HON. JANIE MILUM, COUNCILMEMBER

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS BOARD OF DIRECTORS (CONT.)

CITY/ORGANIZATION	MEMBERS	ALTERNATES
MUSTANG	HON. KEITH BRYAN, COUNCILMEMBER	HON. JAY ADAMS, COUNCILMEMBER
NICHOLS HILLS		HON. PETER HOFFMAN, COUNCILMEMBER
NICOMA PARK	HON. JIM PUMPHREY, MAYOR	HON. CINDY WILLIAMS, COUNCILMEMBER
NOBLE	HON. GARY HAYES, MAYOR	HON. TONY PARKER, COUNCILMEMBER HON. DIANNE GRAY, COUNCILMEMBER
NORMAN	HON. CINDY ROSENTHAL, MAYOR	HON. RACHEL BUTLER, COUNCILMEMBER
OKLAHOMA CITY	HON. SAM BOWMAN, COUNCILMEMBER	HON. GARY MARRS, COUNCILMEMBER
PIEDMONT	HON. MIKE FINA, MAYOR	HON. DONNIE ROBINSON, VICE MAYOR HON. JODI LEWIS, COUNCILMEMBER
SLAUGHTERVILLE	HON. BOBBY CLEVELAND, TRUSTEE	HON. LINDA DANIELS, TRUSTEE HON. JERRY GARRETT, TRUSTEE
SPENCER	HON. EARNEST WARE, MAYOR	HON. MARSHA JEFFERSON, VICE MAYOR HON. ROBERT ZARING, COUNCILMEMBER
UNION CITY	HON. LARRY KESLER, COUNCILMEMBER	HON. MICHAEL MCCORT, COUNCILMEMBER
THE VILLAGE	HON. SCOTT SYMES, MAYOR	HON. DAVID BENNETT
WARR ACRES	HON. DAVID DIRKSCHNEIDER, COUNCILMEMBER	HON. PATRICK WOOLLEY, MAYOR HON. DEAN JOHNSON, COUNCILMEMBER
YUKON	HON. WARD LARSON, MAYOR	HON. BOB BRADWAY, COUNCILMEMBER
CANADIAN COUNTY	HON. GRANT HEDRICK, JR., COMMISSIONER	HON. PHIL CARSON, COMMISSIONER HON. DAVID ANDERSON, COMMISSIONER
CLEVELAND COUNTY	HON. ROD CLEVELAND, COMMISSIONER	HON. RUSTY SULLIVAN, COMMISSIONER
LOGAN COUNTY	HON. MARK SHARPTON, COMMISSIONER	HON. MICHAEL PEARSON, COMMISSIONER HON. MONTY PIEARCY, COMMISSIONER
OKLAHOMA COUNTY	HON. WILLA JOHNSON, COMMISSIONER	HON. RAY VAUGHN, COMMISSIONER HON. BRIAN MAUGHAN, COMMISSIONER

ATTACHMENT III

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS BOARD OF DIRECTORS

May 28, 2009 (THURSDAY)
21 EAST MAIN STREET, SUITE 100
OKLAHOMA CITY, OKLAHOMA
2:15 P.M.

The fourth meeting of the ACOG Board of Directors for the calendar year 2009 was convened May 28, 2009, in the ACOG Conference Room, 21 East Main Street, Suite 100, Oklahoma City, Oklahoma, at 2:15 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, Chairman

BOARD MEMBERS PRESENT

Hon. Phillip Shirey, Councilmember, Bethany
Hon. Larry Goeller, Councilmember, Choctaw
Hon. Ken Bartlett, Councilmember, Del City
Hon. Wayne Page, Councilmember, Edmond
Hon. Mary Coffin, Councilmember, Guthrie
Hon. Ray Poland, Councilmember, Jones City
Hon. Russell Smith, Mayor, Midwest City
Hon. Kathy McMillan, Councilmember, Moore
Hon. Keith Bryan, Councilmember, Mustang
Hon. Jim Pumphrey, Mayor, Nicoma Park
Hon. Rachel Butler, Councilmember, Norman
Hon. Sam Bowman, Councilmember, Oklahoma City
Hon. Marsha Jefferson, Councilmember, Spencer
Hon. Larry Kesler, Councilmember, Union City
Hon. David Bennett, Councilmember, The Village
Hon. David Dirkschneider, Councilmember, Warr Acres
Hon. Ward Larson, Mayor, Yukon
Hon. Mark Sharpton, Commissioner, Logan County

BOARD MEMBERS ABSENT

Hon. Shawn Davis, Councilmember, Calumet
Hon. Matt White, Councilmember, El Reno
Hon. Marianne Yarbrough, Councilmember, Forest Park
Hon. Gordon Jeney, Councilmember, Harrah
Hon. Mark Easton, Councilmember, Lexington
Hon. Gerald Martin, Mayor, Luther
Hon. Peter Hoffman, Councilmember, Nichols Hills
Hon. Gary Hayes, Mayor, Noble
Hon. Mike Fina, Mayor, Piedmont
Hon. Bobby Cleveland, Councilmember, Slaughterville
Hon. Grant Hedrick, Commissioner, Canadian County
Hon. Rod Cleveland, Commissioner, Cleveland County

GUESTS

Mike Pearson, Logan County
Phil Maytubby, Oklahoma City/County Health Department
Dean Schirf, Greater Oklahoma City Chamber

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, Director of Media and Public Relations
Steve Willoughby, E911 and Public Safety Programs Director
Beverly Garner, Administrative Assistant, Transportation
Doug Rex, Division Director, Transportation
John Harrington, Division Director, Water Resources
Diane McCullough, Grants Programs Manager
Yvonne Anderson, Central Oklahoma Clean Cities Program Director

I. CALL TO ORDER – ROLL CALL

Chair Willa Johnson called the meeting to order at 2:15 p.m. noting that a quorum was present.

II. INTRODUCTION OF GUESTS

John G. Johnson introduced the guests.

III. APPROVAL OF MINUTES – APRIL 30, 2009 REGULAR MEETING

Director Page made a motion to approve the April 30, 2009 regular meeting minutes. The motion was seconded by Director Jefferson. The motion carried.

IV. COMMUNICATIONS

A. CHAIR'S REPORT

Chair Johnson commended the ACOG staff on an enjoyable 9-1-1 20th Anniversary celebration.

B. DIRECTOR'S REPORT

John Johnson presented Dean Schirf with a piece of glass art in appreciation and recognition of Mr. Schirf's support and work with ACOG. Mr. Schirf thanked the staff and said he has enjoyed working with everyone.

Director Bowman said he hoped Mr. Schirf would continue to be involved in the efforts of ACOG. Chair Johnson said she couldn't imagine politics without Mr. Schirf. She thanked him for all he has done for the city and said he will not be forgotten.

Mr. Johnson reported that the 9-1-1 Legislative Task Force has been formed. He said that ACOG will meet with leadership on June 22 to propose to them what the task force believes the agenda should be for the leadership group. Mr. Johnson said he thinks ACOG will have significant input on the direction leadership takes and whether or not point of sale legislation on prepaid cards would be important and feasible in Oklahoma. Mr. Johnson also reported TracFone has agreed to pay the "in lieu of" fees for twelve more months.

V. HEARING OF DELEGATIONS OR CITIZENS

Phil Maytubby, Chief of Emergency Response from the Oklahoma City/County Health Department, gave a brief presentation on how the region's health departments were preparing for any outbreak of H1N1, commonly known as Swine Flu.

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 P in Section VI be placed on the Consent Docket and approved. The motion was seconded by Director Larson. The motion carried.

VII. ITEMS REQUIRING INDIVIDUAL ACTION

A. PROPOSED FY 2008-2009 BUDGET AMENDMENT

Director Bowman made a motion to approve the recommended budget amendment for FY 2008-2009. The motion was seconded by Director McMillan and carried.

B. ELECTION OF OFFICERS FOR THE ACOG BOARD OF DIRECTORS

Director Pumphrey made a motion to approve the election of the officers of the ACOG Board of Directors as follows: Chair, Willa Johnson, Oklahoma County Commissioner; Vice-Chair, Sam Bowman, Oklahoma City; and Secretary/Treasurer, Russell Smith, Midwest City. The Board also approved the following delegates to the Association of Regional Councils (OARC): Mark Sharpton, Commissioner, Logan County; Kathy McMillan, Councilmember, City of Moore, and Willa Johnson, Commissioner, Oklahoma County. Representatives to the Oklahoma Conference of Mayors approved by the Board were: Russell Smith, Midwest City; Mike Fina, Piedmont; and Ward Larson, Yukon. The motion was seconded by Director Kesler and carried.

C. RESOLUTION – BANKING SIGNATURES

Director Bryan made a motion to approve the official custodians' resolution for FY 2010. The motion was seconded by Director McMillan and carried.

D. ACOG NEW MEMBER BOARD ORIENTATION

Mr. Johnson reminded the Board of the New Member Board Orientation being held at ACOG on June 5, 2009 and encouraged anyone who was interested to attend.

E. LEGISLATIVE STATUS REPORT

Mr. Johnson said the legislative session has ended. He said the economic stimulus funds had helped the state budget, but there were still agencies that would have to cut items from their budgets due to lack of funding. Mr. Johnson said the funding for REAP had been cut to \$14.4 million. He encouraged the communities that were REAP-eligible to get their projects in before further cuts to the program funding were made. Mr. Johnson said bill tracking lists were available at the sign-in table for anyone who was interested.

Mr. Johnson said the ACOG staff had been very concerned that the 9-1-1 legislation would cut the 50 cent fee currently charged to cell phone users to 15 cents. He said the amendment, had it passed, would have had a detrimental effect on the 9-1-1 system throughout the state.

VIII. NEW BUSINESS

There was no new business.

IX. ADJOURNMENT

The meeting was adjourned at 2:42 p.m.

ADOPTED THIS _____ DAY OF _____, 2009.

CHAIRMAN

SECRETARY-TREASURER

**ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS
CASH STATUS REPORT
FOR THE MONTH ENDED MAY 31, 2009**

	SWEEP/ OPERATING	T-BILLS / SAVINGS	WIRELESS 9-1-1	TOTAL
Beginning Balance <i>May 1, 2009</i>				
Cash on Deposit	\$ 693,558.28	\$ 108,661.15	\$ 332,561.10	\$ 1,134,780.53
Petty Cash	1,400.00	-	-	1,400.00
Total Beginning Balance	<u>\$ 694,958.28</u>	<u>\$ 108,661.15</u>	<u>\$ 332,561.10</u>	<u>\$ 1,136,180.53</u>
Cash Receipts				
Grants & Contracts	\$ 731,055.30	\$ -	\$ -	\$ 731,055.30
Memberships	45,395.00	-	-	45,395.00
Transfers of Funds	100,000.00	107,654.14	-	207,654.14
Interest Earned	91.42	78.21	88.70	258.33
Wireless 9-1-1	-	-	424,508.92	424,508.92
Miscellaneous	3,947.57	-	-	3,947.57
Total Cash Receipts	<u>\$ 880,489.29</u>	<u>\$ 107,732.35</u>	<u>\$ 424,597.62</u>	<u>\$ 1,412,819.26</u>
Cash Available	\$ 1,575,447.57	\$ 216,393.50	\$ 757,158.72	\$ 2,548,999.79
Cash Disbursements				
Personnel Cost <i>(detail next page)</i>	\$ 213,550.90	\$ 13,306.62	\$ -	\$ 226,857.52
Travel	4,737.00	-	-	4,737.00
Transfers of Funds	107,654.14	100,000.00	-	207,654.14
Projects - REAP	100,197.25	-	-	100,197.25
Projects - UASI	322,290.07	-	-	322,290.07
General Operating Expenses <i>(detail next page)</i>	163,588.85	-	450,759.24	614,348.09
Total Cash Disbursements	<u>\$ 912,018.21</u>	<u>\$ 113,306.62</u>	<u>\$ 450,759.24</u>	<u>\$ 1,476,084.07</u>
Ending Balance <i>May 31, 2009</i>				
Cash on Deposit	\$ 662,029.36	\$ 103,086.88	\$ 306,399.48	\$ 1,071,515.72
Petty Cash	1,400.00	-	-	1,400.00
Total Ending Balance	<u>\$ 663,429.36</u>	<u>\$ 103,086.88</u>	<u>\$ 306,399.48</u>	<u>\$ 1,072,915.72</u>

**SCHEDULE OF GENERAL OPERATING EXPENSES
FOR THE MONTH ENDED May 31, 2009**

Personnel Cost:

Salaries	\$ 112,550.76	
Payroll Taxes	60,045.71	
Group Health & Life Insurance	22,715.33	
Pension Contribution & Expense	12,630.44	
Deferred Compensation	4,601.14	
Allied Arts Contributions	87.04	
United Way Contributions	920.48	
Total Operating Personnel Expenditures		\$213,550.90
Section 125 Employee Benefits Paid	10,730.87	
Insurance Deductible	2,575.75	13,306.62
Total Personnel Cost		<u><u>\$226,857.52</u></u>

General Operating Expenses:

Contract Personnel	4,690.00	
Development	648.30	
Flexible Spending Plan	275.00	
Internet Service	873.81	
Institute	120.00	
Maintenance & Repair - Equipment	13,485.44	
Mileage	959.84	
Office Rent & Parking	14,761.33	
Offsite Storage	131.60	
Printing	1,390.00	
Professional Dues	245.00	
Public Notice / Advertising	14,041.64	
Publications & Subscriptions	150.00	
Sub - Contract	40,928.14	
Supplies	2,200.40	
Supplies - Software	62,900.00	
Telephone	2,103.67	
Travel	1,603.67	
Xerox	2,081.01	
Total General Operating Expenses		<u><u>\$ 163,588.85</u></u>

BE IT RESOLVED, that on this 25th day of June, 2009, 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>	\$ 36.06
AT&T <i>{Internet}</i>	57.73
AT&T Mobility <i>{Telephone – 9-1-1 - \$89.38}</i>	232.85
Bank of America <i>{Equipment, Travel & Supplies – 9-1-1 \$575.00}</i>	11,452.31
Big Sky Tours <i>{Travel}</i>	1,439.20
Bower, Michael <i>{Projects – UASI}</i>	1,614.89
Bricktown Venture II, LLC <i>{Office Rent}</i>	14,761.33
Brown, Ken <i>{Mileage}</i>	631.44
Calumet, Town of <i>{REAP ED 2008-01}</i>	22,327.00
Canberra Industries, Inc. <i>{Projects – UASI}</i>	3,822.00
CDW Government, Inc. <i>{Maintenance & Repair Equipment}</i>	1,867.30
Chiodo, Kara <i>{Mileage}</i>	57.28
CompSource Oklahoma <i>{Workers Compensation Insurance}</i>	11,501.00

Copy Fast Printing <i>{Printing}</i>	33.35
Cox Communications, Inc. <i>{Telephone, Internet}</i>	775.77
Cricket <i>{Telephone – 9-1-1}</i>	37.90
eCapitol <i>{Publication & Subscriptions}</i>	2,450.00
Electradigital <i>{Internet}</i>	182.00
Finley & Cook Certified Public Accountants <i>{Maintenance & Repair - Software}</i>	2,115.00
Ford Audio Video <i>{Projects – UASI}</i>	3,298.00
Franklin, Nicolle <i>{Consultant}</i>	737.50
General Mailing Equipment <i>{Maintenance & Repair Equipment}</i>	844.00
GeoComm, Inc <i>{Subcontract – 9-1-1}</i>	6,509.00
GeoStats <i>{Supplies}</i>	990.00
Governmental Accounting Standard Board <i>{Publications}</i>	12.00
Grainger <i>{Projects – UASI}</i>	1,101.72
Harrington, John <i>{Mileage & Supplies}</i>	177.45
Henderson, Mary <i>{Petty Cash Reimbursement – 9-1-1 \$57.80}</i>	478.55

Insurica – Oklahoma City Branch <i>{Director & Officer Liability Insurance}</i>	5,560.00
Irons, Johnny <i>{Travel – 9-1-1}</i>	244.76
Johnson, John <i>{Mileage & Travel – 9-1-1 \$995.40}</i>	254.05
Journal Record, The <i>{Public Notice}</i>	19.25
Lewis, John <i>{Mileage – 9-1-1}</i>	34.65
Marshall, Paulette <i>{Mileage – 9-1-1}</i>	80.30
McCullough, Diane <i>{Mileage & Travel}</i>	287.10
Midwest Trophy <i>{Advertising/Public Notice – 9-1-1}</i>	86.75
Mott's Office Products <i>{Supplies}</i>	770.79
Multiquip, Inc. <i>{Projects - UASI}</i>	2,752.62
Neighbors Executive Coffee <i>{Supplies}</i>	97.65
Nova Vision <i>{Supplies – 9-1-1 \$6.75}</i>	35.05
Oklahoma City, Chamber <i>{Development}</i>	200.00
Oklahoma County District #3 <i>{REAPT 2008-37}</i>	25,248.00
OPUBCO Communications Group <i>{Advertising/Public Notice}</i>	62.85

Oklahoma State University <i>{Projects – UASI}</i>	29,392.94
Peak Uptime <i>{Maintenance & Repair Equipment}</i>	600.00
Pendergraft, Art <i>{Consultant – UPWP}</i>	3,815.00
Pioneer Cellular <i>{Telephone – 9-1-1}</i>	37.70
Rackspace Hosting <i>{Hosting}</i>	552.10
Remotec, Inc. <i>{Projects – UASI}</i>	90,246.00
Sage Software, Inc. <i>{Maintenance & Repair Software}</i>	665.00
Scott Rice <i>{Projects – UASI}</i>	9,978.47
Shed-it Oklahoma City <i>{Recycle}</i>	56.00
Southwest Trailers & Equipment <i>{Projects – UASI}</i>	2,309.18
Sprint <i>{Telephone – 9-1-1}</i>	64.84
T Mobile <i>{Telephone – 9-1-1}</i>	42.39
Third Degree Advertising <i>{Advertising/Public Education}</i>	30.00
Verizon Business <i>{Telephone – 9-1-1 \$3.89}</i>	49.76
U.S. Cellular <i>{Telephone – 9-1-1}</i>	100.94

Western Governors' Association <i>{Projects - UASI}</i>	252,052.00
Willoughby, Stephen <i>{Mileage – 9-1-1}</i>	141.90
Wolstenholme Aeromed, Inc. <i>{Projects – UASI}</i>	1,500.00
WorkflowOne <i>{Offsite storage – 9-1-1 \$4.55}</i>	131.60
Xerox Corporation <i>{Xerox}</i>	2,353.43
Zhu, Kongyan <i>{Mileage – 9-1-1}</i>	11.55 -----
TOTAL JUNE CLAIMS	<u>\$ 519,407.25</u>

ATTEST:

CHAIRMAN

**REVIEW AND COMMENT REPORT
AS OF JUNE 19, 2009**

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

None.



association of central oklahoma governments

ATTACHMENT VII-A

Chair Willa Johnson
Oklahoma County Commissioner

Vice-Chair Sam Bowman
Oklahoma City Councilmember

Secretary/Treasurer Russell Smith
Midwest City Mayor

Executive Director
John G. Johnson

DATE: June 19, 2009

TO: Chairman and Members of the ACOG Board of Directors

FROM: John G. Johnson, Executive Director

SUBJECT: Proposed Fiscal Year 2009-2010 Annual Budget and Program of Services for the Association of Central Oklahoma Governments

SUMMARY:

The Proposed FY 2009-2010 Annual Budget and Program of Services, as recommended by the Board of Directors' Budget Committee, is attached for your review.

Members of the Budget Committee met with staff on June 11 and 18, 2009, to consider programmatic requirements for the agency, to provide member entity input and to prepare a budget recommendation to the Board of Directors. Based upon the committee's in-depth review, examination and input, this final budget recommendation has been formulated for consideration by the Board of Directors at their regular meeting of June 25, 2009.

Action Requested:

Consider motion to approve, as presented herein, the Budget Committee recommended Fiscal Year 2009-2010 (July 1, 2009 - June 30, 2010) Annual Budget and Program of Services for the Association of Central Oklahoma Governments; Dues Assessment Schedule for Fiscal Year Ending June 30, 2009; and Fee Schedule for services requested by non-member public and private entities.

BACKGROUND:

The principles applied to the development of this budget and program of services are (1) the preservation and continuation of ongoing basic services to the member local governments of ACOG, (2) maintenance of ACOG planning and plan coordination programs at a level to allow for their continued certification by state and federal agencies, and (3) maintenance of our progress in local priority program areas.

The process for development of the budget has worked quite well, yet the task faced by the committee and staff was not easy. While planning program certification requirements and local needs have increased, overall, the state revenues to satisfy those operations' requirements and local needs continue at a constrained level with the exception of funding associated with the Safe, Accountable, Flexible, Efficient, Transportation Equity Act – A Legacy for Users (SAFETEA-LU).

The committee-recommended budget and dues schedule, through a comprehensive evaluation of cost centers and reallocation of resources, reflect an effort to satisfy all certification requirements for the agency, the service needs of member agencies in their endeavors to meet federal and state requirements and all established local programs and priorities. The services contained within the budget/work program and the allocation of revenues are consistent with the policies of the ACOG Board of Directors, its Transportation Policy Committee, Water Resources Policy Committee, and 9-1-1 Board of Directors, and the need for an efficiently and effectively run organization.

PROGRAM DESCRIPTION:

Consistent with past Board policy, you will find that the budget and program of services include no new programs or revenue where the status of such programs or revenue is too uncertain to realistically budget for them. The broad categories of programs to be maintained remain basically as those established and carried out during this fiscal year:

- (1) Intermodal Surface Transportation Planning, STP-UZA funding administration, and Mobile Source Air Quality Planning and Coordination
- (2) Comprehensive Planning, Coordination and Services
- (3) Regional Clearinghouse Function
- (4) Technical Assistance to the Region
- (5) Water Quality Management Program
- (6) Water Resources Planning/Implementation/Groundwater Research and Development
- (7) Flood Plain Management Assistance
- (8) Public Participation Program
- (9) 9-1-1 Association Activities
- (10) Operation FireSAFE/Juvenile Firesetter/Arson Control and Prevention Program
- (11) Central Oklahoma Clean Cities Program
- (12) Rural Economic Action Plan Administration
- (13) Capital Improvements Program (CIP)/CDBG Grant Administration

- [14] Urban Area Security Initiative (UASI)
- [15] Regional Geographical Information Systems (GIS) maintenance
- [16] Community and Economic Development Program Administration

As with the FY 2008-2009 Budget, there are significant programmatic efficiencies designed into the Proposed FY 2009-2010 Budget, not unlike those that have been and are being implemented by the ACOG members. All affected program operation areas remain adjusted to the present federal and state support.

Water Resources: A major reduction of state support for the Water Resources Division's program was included in the FY 1990-91 Budget and Work Program as a result of the loss of the state Garber-Wellington appropriation.

The Water Resources Division's work program continues to be impacted by the loss of those funds. The Board, in FY 1991, approved staff recommendations to:

- [1] Not renew the Oklahoma State Department of Health groundwater quality analysis contract. In so doing, staff recommended that the cost of such water quality analyses that are performed for members be assumed by the members for which the work is done.
- [2] That modeling work in the Water Resources Division's work program be performed by in-house staff as opposed to contracting with modeling/consulting firms as has been done in previous years.
- [3] A reallocation of the Association's basic dues, when necessary, to provide revenues needed to carry out the Water Resources Division work program.

These approved changes will continue as necessary and a renewed effort will be made to secure state funding for the program in the 2010 Legislative Session.

Planning: The Transportation Planning & Data Services Division's FY 2009-2010 budget reflects the ongoing implementation of federal transportation legislation, SAFETEA-LU. The FY 2009-2010 Unified Planning Work Program for the OCARTS area continues to reflect the ACOG Board approved policy that ACOG apply for only the FTA "Section 5303" monies that come to this region for transportation planning functions and that COTPA apply for the FTA "Section 5307" monies for transit related functions. Given the reality of funding levels in both Section 5303 and Section 5307 funds, the separate type of arrangement continues to provide the most effective way for each entity to utilize these funds.

Basic dues resources have again been allocated to the Transportation Planning & Data Services Division budget to accommodate the federal/state increased funding and match ratio requirements under SAFETEA-LU. The proposed program of work reflects the ongoing efforts towards completion of the major level update of the Oklahoma City Area Regional Transportation

Study (OCARTS) Plan completed four years ago, and documentation of the OCARTS Plan activities and preparation for the update of the Regional Travel Demand model.

9-1-1: On May 1, 2009, 9-1-1 celebrated its 20th year anniversary in Central Oklahoma. The budget for this 20th full 12-month period of operations of the E9-1-1 system reflects a continuing work program as outlined and approved at the initiation of the system. Continuance of our contract will fund significant additional work efforts in assigning street addresses in various portions of the E9-1-1 system area, carrying out E9-1-1 system equipment operations implementation, and supporting the 9-1-1 Training Institute. This work program directs the implementation of Phase II Enhanced Wireless 91-1- service for the region and extension of E9-1-1 service to the unserved areas of Logan County.

The proposed 9-1-1 department budget, as outlined in detail within the budget document, provides for the continued administration of the finances of the system, contract management with the 50 plus wireline telephone service providers, coordination with seven wireless telephone service carriers, establishment and maintenance of the E9-1-1 system database, associated geographical information system (GIS), training of instructors and call-takers (telecommunicators), comprehensive public education program efforts to promote the proper utilization of the system (including TDD, wireless, VoIP and Language Line), and ongoing efforts for maintenance of E9-1-1 system equipment, software and management information systems. The 9-1-1 Association Budget also provides the basis for maintaining the current E9-1-1 system equipment and geographical information systems installed in FY 2007. The 9-1-1 program budget reflects the providing for call-taker training, as well as continued maintenance and enhancement efforts associated with implementation of Wireless E9-1-1 Phase II.

The Budget Committee recommends, in furtherance of the Board policy, maintaining the restricted reserve fund balance, as established in fiscal year 2001, for future acquisition of E9-1-1 system improvement and data management systems. The policy goal value shall be 25 percent of the estimated cost of such systems. The Budget Committee further recommends maintaining the operating reserve established in fiscal year 2001 with a policy goal value of 33 percent of the 9-1-1 department budget (four months of operating cost). These policies accommodated the funding of a one-time special distribution of \$290,791 to member entities in FY 2000-2001. The allocation of this one-time distribution was based on then current line values. Coupled with the annual budgeted distribution of an equal amount, the total distribution to member entities for FY 2000-2001 was \$581,582. While the disbursements goal to members was set at \$200,000 per year beginning in 2002, \$257,513 will be disbursed to members for FY 2010. This is a ten percent less than the amount distributed in FY 2009.

The Budget Committee further recommends the continued efforts of the Next Generation 9-1-1 (NexGEN) Task Force of 9-1-1 ACOG staff and member entity staff to investigate and address issues related to new technologies (such as wireless and VoIP) that both currently and in the future interface with 9-1-1. Staff will continue monitoring issues associated with any legislative and regulatory actions that impact enhanced 9-1-1 in Central Oklahoma.

Depreciation transfer reflects the cost recovery system for use of equipment from the various divisions of ACOG during the FY 2009-2010 budget period.

With these identified adjustments, the proposed FY 2009-2010 ACOG Budget maintains the necessary level of effort to meet the needs for certification and member expectations.

OPERATION DESCRIPTION:

The proposed budget has been designed to appropriately match all secured federal and state grants, satisfy all state and federal operational requirements and standards, support the retainer agreement for legal counsel and provide for our office lease agreement. The Budget Committee recommends that the FY 2009-2010 dues assessment schedule be increased by two percent for all dues categories.

The population estimates for FY 2009-2010 were adopted in April to serve as the determination of population for representation and assessments.

The budget recommendation provides for the reimbursement of expenses for the ACOG officers or designees to attend the annual National Association of Regional Councils (NARC) Washington, D.C. Federal Briefing and meeting with the Oklahoma Congressional Delegation and the NARC Annual Meeting. The Budget Committee recommends that the mileage reimbursement rate for employee travel to continue to be the standard mileage rate as issued by the Internal Revenue Service.

In the area of personnel concerns, the budget recommendation provides no pay increases of any type for employees. The Budget Committee recommends that the total compensation of the Executive Director remain at \$160,000 as established for FY 2008-2009. The Budget Committee also recommends that the salary of the Executive Director remain at the \$156,768 shown in the Classification Compensation Plan. Further, the Budget Committee recommends the continuance of the allocation of \$269 per month for FY 2009-2010 for the approved deferred compensation account for the Executive Director.

SCHEDULE FOR SERVICE REQUESTS:

The ACOG Board of Directors established a fee schedule for service requests for inclusion with the FY 1981-82 Budget. This system was designed to address the increasing level of requests for technical assistance from private concerns, private sector consultants, public interest groups and non-member agencies. Since federal and state funds have become more limited, it is important that, to the degree possible and as permitted by law, the cost for delivery of these services be borne by those receiving the service. This schedule and system have served to help offset these costs. The schedule for FY 2008-2009 is unchanged from the prior year's schedule.

The structure of the proposed fees adheres to two principles: encouragement of participation by private citizens and primary service to member local governments of ACOG. The schedule attempts to externalize some of the costs for services not directly benefiting local governments and the general public. It also provides the ACOG Board of Directors flexibility in applying the fee

schedule. The recommended system and schedule are found under Appendix A of the budget document.

SUMMARY:

Staff is most appreciative of the time and extra level of effort contributed by the Board of Directors and their member local governments' staffs in the development of the different components of this program budget. We are also appreciative of the guidance and direction provided by the Budget Committee in the development of these recommendations. In presenting this budget, we hope that the Board of Directors and member entities will find that the budget is reasonable and responsible.