



# ACOG BOARD OF DIRECTORS

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Chair

**Steven J. Gentling**  
Guthrie Mayor

Vice-Chair

**Vacant**

Secretary/Treasurer

**Josh Moore**  
Edmond Councilmember

Executive Director

**Mark W. Sweeney, AICP**

[association of central oklahoma governments](#)

4205 N. Lincoln Blvd. | Oklahoma City, OK 73105 | 405.234.2264 | [acogok.org](#)

## ACOG BOD AGENDA:

**THURSDAY, JUNE 24, 2021, 1:45 P.M.**



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THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS BOARD OF DIRECTORS WILL HOLD A REGULAR **IN-PERSON** MEETING ON THURSDAY, JUNE 24, IN THE ACOG BOARD ROOM, 4205 N. LINCOLN BLVD., OKLAHOMA CITY, OKLAHOMA.

PLEASE NOTIFY ACOG AT 405-234-2264 (TDD/TTY CALL 7-1-1 STATEWIDE) BY 5 P.M. MONDAY, MAY 24, IF YOU REQUIRE ACCOMMODATIONS PURSUANT TO THE AMERICANS WITH DISABILITIES ACT OR SECTION 504 OF THE REHABILITATION ACT.

# AGENDA

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1. CALL TO ORDER ([ATTACHMENT 1](#))
2. APPROVAL OF THE MAY 27, 2021 MINUTES ([ATTACHMENT 2](#))
3. COMMUNICATIONS:
  - A. CHAIRPERSON'S REPORT
  - B. EXECUTIVE DIRECTOR'S REPORT
4. PUBLIC COMMENTS FROM CITIZENS OR DELEGATIONS

## BEGINNING OF CONSENT DOCKET

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### 5. APPROVAL OF THE CONSENT DOCKET:

**INFORMATION:** Requires a motion to approve, with a second, that all items under the Consent Docket be considered in one vote.

#### CONSENT DOCKET ITEMS:

- A. Finance Report – May 2021 Claims: Deborah Cook, Director of Finance ([ATTACHMENT 5-A](#))  
*Action requested.*
- B. Regional Clearinghouse Review and Comment Report: John Harrington, Director of Water Resources ([ATTACHMENT 5-B](#)) *Action requested.*
- C. Intermodal Transportation Policy Committee (ITPC) Report: John Sharp, Deputy Director ([ATTACHMENT 5-C](#)) *Action requested.*
- D. Renew Transportation Modeling Consultant Services Agreement: John Sharp, Deputy Director ([ATTACHMENT 5-D](#)) *Action requested.*

## END OF CONSENT DOCKET

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6. REGULAR AGENDA ITEMS THAT MAY REQUIRE ACOG BOD ACTION

- A. Consideration of FY 2022 ACOG Annual Budget and Work Plan: Mark W. Sweeney, AICP, Executive Director ([ATTACHMENT 6-A](#)) *Action requested.*
- B. ACOG Lease Agreement with the Oklahoma County Public Building Authority: Mark W. Sweeney, AICP, Executive Director ([ATTACHMENT 6-B](#)) *Action requested.*
- C. Update of ACOG Retirement Plan Documents: Mark W. Sweeney, AICP, Executive Director ([ATTACHMENT 6-C](#)) *Action requested.*

7. NEW BUSINESS

8. ADJOURN

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**NEXT MEETING:**

Thursday, August 26, 2021 at 1:45 p.m.

# ATTACHMENT 1

## ACOG BOARD OF DIRECTORS

| CITY/ORGANIZATION | MEMBERS                             | ALTERNATES                            |
|-------------------|-------------------------------------|---------------------------------------|
| BETHANY (8)       | Hon. Nikki Lloyd<br>Mayor           | Hon. Chris Powell<br>Vice-Mayor       |
|                   |                                     | Hon. Kathy Larsen<br>Councilmember    |
| CALUMET (1)       | Hon. Daniel Tatro<br>Trustee        | Hon. Bruce Wallace<br>Mayor           |
| CEDAR VALLEY (1)  | Hon. Stan Wieczorek<br>Mayor        | Hon. Jerry Cole<br>Trustee            |
| CHOCTAW (6)       | Hon. Chad Williams<br>Councilmember | Hon. Jeannie Abts<br>Councilmember    |
| CRESCENT (1)      | No Designee                         | Vacant                                |
| DEL CITY (9)      | Hon. Floyd Eason<br>Mayor           | Hon. Pam Finch<br>Councilmember       |
|                   |                                     | Hon. Michael Dean<br>Councilmember    |
| EDMOND (33)       | Hon. Josh Moore<br>Councilmember    | Hon. Darrell Davis<br>Mayor           |
| EL RENO (8)       | Hon. Matt White<br>Mayor            | Hon. Tim Robinson<br>Councilmember    |
| FOREST PARK (1)   | No Designee                         | Vacant                                |
| GEARY (1)         | No Designee                         | Hon. Tabbitha Kiener<br>Councilmember |
|                   |                                     | Hon. Bobby Allen<br>Mayor             |
| GOLDSBY (1)       | Hon. Glenn Berglan<br>Mayor         | Hon. Russ McReynolds<br>Trustee       |
|                   |                                     | Hon. Susan Boehrer<br>Trustee         |
| GUTHRIE (5)       | Hon. Steven J. Gentling<br>Mayor    | Hon. Jeff Taylor<br>Councilmember     |
| HARRAH (3)        | Hon. Chris Lally<br>Councilmember   | Hon. Tom Barron<br>Councilmember      |
| JONES CITY (2)    | Hon. Ray Poland<br>Mayor            | Hon. Missy Wilkinson<br>Vice-Mayor    |
| LAKE ALUMA (1)    | Hon. John Kenney<br>Mayor           | Vacant                                |
| LANGSTON CITY (1) | No Designee                         | Hon. Magnus Scott<br>Trustee          |
|                   |                                     | Hon. Linda Williams<br>Trustee        |

## ACOG BOARD OF DIRECTORS (Cont.)

| CITY/ORGANIZATION   | MEMBERS                             | ALTERNATES                                     |
|---------------------|-------------------------------------|--|
| LEXINGTON (1)       | Hon. Mike Donovan<br>Councilmember  | Hon. Max Punneo<br>Vice-Mayor                  |
| LUTHER (1)          | Hon. Terry Arps<br>Mayor            | Hon. Joshua Rowton<br>Trustee                  |
|                     |                                     | Hon. Carla Caruthers<br>Trustee                |
| MERIDIAN (1)        | Hon. Ronald Dumas<br>Mayor          | Hon. Joyce Swanson<br>Vice Mayor               |
| MIDWEST CITY (23)   | Hon. Matt Dukes<br>Mayor            | Hon. Pat Byrne<br>Councilmember                |
|                     |                                     | -----<br>Hon. Christine Allen<br>Councilmember |
| MOORE (25)          | Hon. Mark Hamm<br>Councilmember     | Hon. Glenn Lewis<br>Mayor                      |
|                     |                                     | -----<br>Any Moore Councilmember               |
| MUSTANG (9)         | Hon. Brian Grider<br>Mayor          | Hon. Michael Ray<br>Councilmember              |
| NICHOLS HILLS (2)   | Hon. Peter Hoffman<br>Mayor         | Vacant   |
| NICOMA PARK (1)     | Hon. Mark Cochell<br>Mayor          | Hon. Mike Czerczyk<br>Vice Mayor               |
| NOBLE (3)           | Hon. Phil Freeman<br>Mayor          | Hon. Ezra Roesler<br>Vice-Mayor                |
|                     |                                     | -----<br>Hon. Gary Hicks<br>Councilmember      |
| NORMAN (37)         | Hon. Breea Clark<br>Mayor           | Hon. Stephen T. Holman<br>Councilmember        |
| OKARCHE (1)         | Hon. Joe Frisby<br>Trustee          | Hon. Jeff Sadler<br>Trustee                    |
| OKLAHOMA CITY (112) | Hon. Todd Stone<br>Councilmember    | Any Oklahoma City Councilmember                |
| PIEDMONT (4)        | Hon. Kevan Blasdel<br>Councilmember | Hon. Melissa Ashford<br>Councilmember          |
|                     |                                     | -----<br>Hon. Austin Redus<br>Councilmember    |
| SLAUGHTERVILLE (2)  | Hon. Valerie Stockton<br>Trustee    | Hon. Steve Easom<br>Mayor                      |

## ACOG BOARD OF DIRECTORS (Cont.)

| CITY/ORGANIZATION                           | MEMBERS                                 | ALTERNATES  |
|---|---|---|
| SPENCER (2)                                 | Hon. Frank Calvin<br>Mayor              | Hon. Jim Scanlan<br>Vice Mayor<br>-----<br>Hon. Renita Fair<br>Councilmember      |
| THE VILLAGE (4)                             | Hon. Cathy Cummings<br>Councilmember    | Hon. Sonny Wilkinson<br>Councilmember<br>-----<br>Hon. Adam Graham<br>Vice-Mayor  |
| TUTTLE (3)                                  | Hon. Mary Smith<br>Vice Mayor           | Hon. Austin Hughes<br>Councilmember   |
| UNION CITY (1)                              | Hon. Charlie Ross<br>Vice Mayor/Trustee | Hon. Bob McGregor<br>Trustee  |
| VALLEY BROOK (1)                            | No Designee                             | Vacant  |
| WARR ACRES (5)                              | Hon. Jim Mickley<br>Mayor               | Hon. Roger Godwin<br>Councilmember<br>-----<br>Hon. John Knipp<br>Councilmember   |
| YUKON (11)                                  | Hon. Shelli Selby<br>Mayor              | Hon. Rick Cacini<br>Councilmember   |
| CANADIAN COUNTY (2)                         | Hon. Marc Hader<br>Commissioner         | Hon. Jack Stewart<br>Commissioner<br>-----<br>Hon. David Anderson<br>Commissioner |
| CLEVELAND COUNTY (2)                        | Hon. Rod Cleveland<br>Commissioner      | Hon. Darry Stacy<br>Commissioner<br>-----<br>Hon. Harold Haralson<br>Commissioner |
| LOGAN COUNTY (2)                            | Hon. Kody Ellis<br>Commissioner         | Hon. Marven Goodman<br>Commissioner<br>-----<br>Hon. Monty Piercy<br>Commissioner |
| OKLAHOMA COUNTY (2)                         | Hon. Carrie Blumert<br>Commissioner     | Hon. Brian Maughan<br>Commissioner<br>-----<br>Hon. Kevin Calvey<br>Commissioner  |
| TINKER AIR FORCE BASE<br>(Associate Member) | No Designee                             | Vacant  |

## ATTACHMENT 2

### **SUBJECT:**

### **MINUTES OF THE ACOG BOARD OF DIRECTORS MEETING**

### **DATE:**

**MAY 27, 2021**

An In-Person with a Call-In Option regular meeting of the Association of Central Oklahoma Governments Board of Directors was convened at 3:20 p.m., May 27, 2021 at the Association of Central Oklahoma Governments, in the Oklahoma County Ballroom, at 4205 N. Lincoln Blvd., Oklahoma City, Oklahoma. The meeting was held, as indicated, by advance notice filed with the Oklahoma County Clerk and by notice posted on the ACOG website at least 24 hours prior to the meeting.

### **PRESIDING**

Hon. Josh Moore, Councilmember, Edmond

### **BOARD MEMBERS PRESENT**

Hon. Nikki Lloyd, Mayor, Bethany  
Hon. Stan Wieczorek, Mayor, Cedar Valley  
Hon. Chad Williams, Councilmember, Choctaw  
Hon. Chris Lally, Councilmember, Harrah  
Hon. Ray Poland, Mayor, Jones City  
Hon. Matt Dukes, Mayor, Midwest City  
Hon. Mark Hamm, Councilmember, Moore  
Hon. Todd Stone, Councilmember, Oklahoma City  
Hon. Kevan Blasdel, Councilmember, Piedmont  
Hon. Valerie Stockton, Mayor, Slaughterville  
Hon. Cathy Cummings, Councilmember, The Village  
Hon. Mary Smith, Vice-Mayor, Tuttle  
Hon. Rod Cleveland, Commissioner, Cleveland County  
Hon. Harold Harralson, Commissioner, Cleveland County  
Hon. Carrie Blumert, Commissioner, Oklahoma County

### **ASSOCIATE MEMBER PRESENT**

None

### **CALL-IN MEMBERS:**

None

### **BOARD MEMBERS ABSENT**

Hon. Daniel Tatro, Trustee, Calumet  
No Designee, Crescent  
Hon. Floyd Eason, Mayor, Del City  
Hon. Matt White, Mayor, El Reno  
No Designee, Forest Park  
Hon. Tabbitha Kiener, Councilmember, Geary  
Hon. Glenn Berglan, Mayor, Goldsby

**BOARD MEMBERS ABSENT (continued)**

Hon. Steven J. Gentling, Mayor, Guthrie  
Hon. John Kenney, Mayor, Lake Aluma  
No Designee, Langston City  
Hon. Mike Donovan, Councilmember, Lexington  
Hon. Terry Arps, Mayor, Luther  
Hon. Ronald Dumas, Mayor, Meridian  
Hon. Brian Grider, Vice-Mayor, Mustang  
Hon. Peter Hoffman, Vice-Mayor, Nichols Hills  
Hon. Mark Cochell, Mayor, Nicoma Park  
Hon. Phil Freeman, Mayor, Noble  
Hon. Breea Clark, Mayor, Norman  
Hon. Joe Frisby, Trustee, Okarche  
Hon. Frank Calvin, Mayor, Spencer  
Hon. Charlie Ross, Vice-Mayor/Trustee, Union City  
No Designee, Valley Brook  
Hon. Jim Mickley, Mayor, Warr Acres  
Hon. Shelli Selby, Mayor, Yukon  
Hon. Marc Hader, Commissioner, Canadian County  
Hon. Kody Ellis, Commissioner, Logan County

**ASSOCIATE MEMBER ABSENT**

No Designee, Tinker Air Force Base

**GUESTS PRESENT**

Pete White, ACOG Legal Counsel

**STAFF**

Mark W. Sweeney, AICP, Executive Director  
John M. Sharp, Deputy Director  
Beverly Garner, Executive Assistant  
Anita Kroth, Administrative Assistant  
Debbie Cook, CPA, Director of Finance (Call-In)  
Rachel Meinke, Director of Public Information  
John M. Harrington, Water Resources Director  
Brent L. Hawkinson, 9-1-1 & Public Safety, Director  
Julie Smedlund, Director IT & Facilities Management  
James Smith, IT Operations Specialist  
Eric Pollard, Air Quality & Clean Cities Coordinator

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## **1. CALL TO ORDER - INTRODUCTION OF GUESTS**

The meeting was called to order at 3:20 p.m. A quorum was present.

## **2. APPROVAL OF MINUTES - APRIL 29, 2021, MINUTES**

Director Matt Dukes, Midwest City, made a motion to approve the minutes of the ACOG Board of Directors meeting on April 29, 2021. Director Ray Poland, Jones City, seconded the motion. The motion passed unanimously.

## **3. COMMUNICATIONS**

### **A. CHAIRPERSON'S REPORT**

Presiding Chair Josh Moore, Secretary-Treasurer, mentioned that there will be a ROTC talk this weekend at the National Guard Readiness Center speaking on the topic of "Freedom is not Free." He invited the Board to remember that and keep in mind everyone who has fought for our freedom.

### **B. EXECUTIVE DIRECTOR'S REPORT**

#### ***Follow-up on Budget Committee Meetings***

Executive Director Mark W. Sweeney reminded those who chose to serve on the Budget Committee (same as the Executive Committee), which includes Mayor Steven Gentling-City of Guthrie, Councilmember Josh Moore-City of Edmond, Councilmember Mark Hamm-City of Moore, Commissioner Rod Cleveland-Cleveland County, Commissioner Carrie Blumert-Oklahoma County, and Mayor Ray Poland-Town of Jones City. They can expect to have two committee meetings in June. The first one scheduled for 11:00 a.m. Tuesday, June 8, will be a preliminary overview of the FY 2022 Budget with an emphasis on Revenue Sources and the second meeting will follow eight days later on Wednesday, June 16, which will entail a more detailed perspective on the staff recommended budget including both Revenues and Expenditures for FY 2022. Both meetings will be held in the ACOG Blue Room and lunch will be provided at both meetings as well. He said he will send email invitations and reminders on June 1 and June 9.

#### ***ACOG Retirement Plan Update***

Mr. Sweeney recalled informing the Board at the February meeting that we had selected a fiduciary financial advisor, Brent Harless with Pensionmark located in Edmond, to work with our organization on the retirement plan. Mr. Sweeney also mentioned that the ACOG retirement plan is currently with Principal. Based on ACOG's past years of minimal service from Principal and on the advice of our new advisor, ACOG is in the process of changing providers from Principal to Empower and making needed amendments to our Retirement Plan document. The proposed updated plan will be presented to the Board for full consideration at the June 24 meeting.

#### ***Follow-Up on the 25th Anniversary celebration and Annual Awards Luncheon of the Central Oklahoma Clean Cities Coalition***

The ACOG Zach D. Taylor, Jr. Clean Cities Vision Awards honor Central Oklahoma Clean Cities Coalition Stakeholders' accomplishments in promoting and deploying alternative fuels and advanced vehicle technologies.

Mr. Sweeney said this year's Vision Award winners are Western Farmers Electric Cooperative and the Oklahoma Municipal Power Authority for leadership in building out the state's EV charging network and adding electric vehicles to their fleet. In addition to

the deployment awards, ACOG honored Amy Walton of the Oklahoma Center for Advancement of Science and Technology (OCAST) for her work educating policymakers on the economic development potential of electrification and advanced vehicle technologies.

The Stakeholder of the Year Award was presented to Phil Jones, ADA, Sustainability Coordinator for the City of Edmond. Mr. Jones was integral in the installation of a network of electric vehicle charging stations around Edmond and implementation of bicycle/pedestrian infrastructure projects through an ACOG grant.

This year's award luncheon (May 26 at the Chesapeake Boathouse) marked the 25<sup>th</sup> Anniversary of the Central Oklahoma Clean Cities Coalition and was sponsored by OG&E and OnCue. He said there was a great turnout.

#### ***OML Conference and June 24 Board Meetings***

Mr. Sweeney reminded the Board that the OML Conference in Lawton is scheduled for June 23-25, 2021. Knowing that the FY 2022 ACOG and 9-1-1 ACOG Budgets are scheduled for consideration at the June 24 meetings, there is a need to ensure a voting quorum on that day.

Mr. Sweeney asked ACOG members for a show of hands of those who will not be here for the June 24 meetings. He asked that if any of those who raised their hands have an alternate, to let them know it is very important that they attend the meeting(s).

Mr. Sweeney informed the members that he will still send out a survey to Board members at least two weeks in advance of the scheduled meetings to verify attendance. He stated that the June Board meeting agendas will be quite heavy as ACOG closes out the fiscal year.

#### ***New Board Member Orientation***

Mr. Sweeney mentioned that he has been approached by several people saying a lot of new ACOG members have come on board. Therefore, Mr. Sweeney stated that he and Rachel Meinke, ACOG Public Information Director, are working on an orientation packet for new members.

Mr. Sweeney said in the future, he will schedule a one on one meeting with each new member and present an orientation packet which will help them learn about ACOG and give them an opportunity to ask questions.

Mr. Sweeney said for now, once the packet is ready, there will be a group meeting with all the new members to tell them about ACOG, and lunch will be provided. This would include members of the 9-1-1 ACOG Board of Directors (BOD), Intermodal Transportation Policy Committee (ITPC), ACOG BOD, and the Garber-Wellington Policy Committee.

#### ***Last Board and Committee Meetings in the Oklahoma County Ballroom***

Mr. Sweeney reminded the Board that this will be the last ACOG call-in or virtual option for the Board and Committee meetings and the last time to use the Oklahoma County Ballroom. The June 24 meetings will be held in the ACOG Board Room. Oklahoma County will be conducting two events in the Ballroom in June, which will remove it as an ACOG meeting option. Likewise, the Governor's termination of the virtual option for public meetings expires the first week in June. Therefore, the June meetings and all subsequent meetings will be in-person only. ACOG meetings will continue to be seated

classroom style in the ACOG Board Room in order to accommodate all of our member governments.

#### **4. PUBLIC COMMENTS FROM CITIZENS OR DELEGATIONS**

There was no comment.

#### **5. CONSENT DOCKET**

**INFORMATION:** Requires a motion to approve, with a second, that all items under the Consent Docket be considered in one vote.

- A. Finance Report – April 2021 Claims – Deborah Cook, Director of Finance
- B. Regional Clearinghouse Review and Comment Report – John Harrington, Director of Water Resources
- C. Intermodal Transportation Policy Committee (ITPC) Report – John M. Sharp, Deputy Director

A copy of the claims list for payments made during April were included as a consent item for the Board's ratification. The April cash status report was also included for information.

Director Mark Hamm, Moore, made a motion to approve that all items under the Consent Docket be considered in one vote. Director Chad Williams, Choctaw, seconded the motion. The motion carried unanimously.

#### **6. REGULAR AGENDA ITEMS THAT MAY REQUIRE ACOG BOD ACTION**

- A. Election of Officers for the ACOG Board of Directors, the Intermodal Transportation Policy Committee, and the Garber-Wellington Association Policy Committee for FY 2022.

Executive Director Mark W. Sweeney reported that the ACOG Nominations Committee met on May 12, 2021 to consider Chair, Vice-Chair, and Secretary-Treasurer nominees for FY 2022 (July 1, 2021 – June 30, 2022).

For the ACOG Board of Directors and the Intermodal Transportation Policy Committee, the Committee recommended that the following persons be nominated for these offices:

|                             |   |
|-----------------------------|---|
| <b>Chair:</b>               | <b>Steven J. Gentling, Mayor, Guthrie</b>         |
| <b>Vice-Chair:</b>          | <b>Josh Moore, Councilmember, Edmond</b>          |
| <b>Secretary-Treasurer:</b> | <b>Cathy Cummings, Councilmember, The Village</b> |

For the Garber-Wellington Association Policy Committee, the Committee recommended that the following persons be nominated for these offices:

|                             |  |
|-----------------------------|--|
| <b>Chair:</b>               | <b>Ray Poland, Mayor, Jones City</b>   |
| <b>Vice-Chair:</b>          | <b>Mark Hamm, Councilmember, Moore</b> |
| <b>Secretary-Treasurer:</b> | <b>Matt Dukes, Mayor, Midwest City</b> |

Mr. Sweeney said the action requested is a motion to approve the recommendations of the ACOG Nominations Committee and/or any additional recommendations made by the Board in the meeting, and to elect the nominees as officers to the ACOG Board of

Directors, the Intermodal Transportation Policy Committee, and the Garber-Wellington Association Policy Committee for FY 2022.

Presiding Chair Josh Moore asked if there are any other nominations in addition to those already nominated. No additional nominations were made. He then asked for a motion to approve as stated.

Director Stan Wieczorek, Cedar Valley, made the motion to accept the nominations as requested. Director Carrie Blumert, Oklahoma County, seconded the motion. The motion passed unanimously.

B. ACOG Board of Directors Custodians' Resolution - Banking Signatures

Presiding Chair Josh Moore said with the election of new officers, it is necessary to approve an official custodians' resolution, authorizing ACOG's newly elected officers to act as signatories to conduct business with ACOG's financial institutions. He asked for a motion to approve the official custodians' resolution for FY 2022.

Director Ray Poland made a motion to approve the official custodians' resolution for FY 2022. Director Ken Blasdel seconded the motion. The motion passed unanimously.

C. Amendment of Population Estimates for use in Preparation for FY 2022 ACOG Board of Directors Budget

Deputy Director John M. Sharp reported that at the April Board meeting, staff provided the most recent population estimates for ACOG Board membership. However, three new members were omitted from this list: Cedar Valley, Lake Aluma, and Meridian.

Mr. Sharp reviewed the tables that listed the Amended ACOG Board 2019 Census Population Estimates, including Cedar Valley, Lake Aluma, and Meridian. Staff requested that the 2019 Census Population Estimates be amended to include the previously three named omitted member entities.

Presiding Chair Josh Moore asked when we could expect the next Census numbers. Mr. Sharp said it has been indicated that it might be in September.

Presiding Chair Josh Moore said he would take a motion to approve the amended Population Estimates.

Director Chad Williams made a motion to amend the 2019 Annual Population Estimates from the U.S. census Bureau to include Cedar Valley, Lake Aluma, and Meridian for use as the basis of weighted votes and dues assessment for the FY 2022 ACOG Board budget. Director Ray Poland seconded the motion. The motion passed unanimously.

D. FY 2022 ACOG Rural Economic Action Plan (REAP) Organizational Plan

Executive Director Mark W. Sweeney informed the Board that this is something ACOG does each year, which is the overall organizational plan, which lays out exactly what is done through REAP. He said this represents the necessary paperwork for the Oklahoma Department of Commerce (ODOC). He recommended that the Board adopt the Plan, which will authorize the ACOG Executive Director to negotiate and execute a contract with the Oklahoma Department of Commerce to receive the 2022 REAP grant funds allocated for the ACOG region.

Mr. Sweeney clarified that according to ODOC, ACOG is obligated to use the 2016 Census Data for community eligibility.

Mr. Poland brought up a point about flood plain allocations and talked about current flood plain litigations. He said this pot of money would be good to use to help with that but does not seem to be included in the criteria of what it can be used for. Mr. Poland asked where they could look to have that made a part of these monies, wondering if it would be our state legislature. Mr. Sweeney said yes, working first with ODOC and then trying to get the criteria updated.

John Sharp added that the Water Resources Board has a REAP program that ACOG could perhaps go to about this. Mr. Poland said he will check into those sources.

Director Ray Poland made a motion the approve the recommendation as stated. Director Mark Hamm seconded the motion. The motion carried unanimously.

E. 2021 ACOG Legislative Report Update

Rachel Meinke, Public Information Director, gave an updated 2021 ACOG Legislative Report for the month of May, which can be viewed here:

<http://www.acogok.org/wp-content/uploads/2021/05/APRIL-2021.pdf>

**7. NEW BUSINESS**

Presiding Chairman Josh Moore asked if there was any new business to present. No new business was presented.

**8. ADJOURN**

There being no further business the meeting was adjourned at 3:50 p.m.

ADOPTED THIS 24TH DAY OF JUNE 2021.

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CHAIRMAN

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SECRETARY-TREASURER

# CONSENT DOCKET

## ATTACHMENT 5-A

**SUBJECT:**

**FINANCE REPORT – MAY 2021 CLAIMS**

**DATE:**

JUNE 24, 2021

**FROM:**

**DEBORAH C. COOK, CPA**  
Director of Finance

**INFORMATION:**

In accordance with the revised ACOG claims list process, May claims were paid biweekly during the month. A copy of the [claims list](#) for payments made during May is included for ratification. The May cash status report is also included for information.

**ACTION REQUESTED:**

Motion to ratify payment of all claims paid during the month of May 2021.

**In accordance with the revised claims process, this list of claims paid in May is offered for the Board of Directors to ratify.**

|  |           |
|--|-----------|
| Anglin Public Relations<br><i>(Advertising)</i>            | 13,699.00 |
| Aspen<br><i>(Cleaning)</i>                                 | 230.00    |
| AT&T Mobility<br><i>(Telephone - 9-1-1 - \$49.54)</i>      | 2,166.34  |
| Bill Warren Office Products<br><i>(Supplies)</i>           | 2,315.97  |
| Chase Card Services<br><i>(Supplies, Development)</i>      | 13,927.34 |
| Connex International<br><i>(Telephone - 9-1-1 \$22.96)</i> | 50.07     |
| CriticalComm<br><i>(Telephone - 9-1-1)</i>                 | 11.00     |
| Dell Marketing LP<br><i>(Equipment)</i>                    | 6,774.43  |
| Ecointeractive, Inc.<br><i>(Software)</i>                  | 4,890.42  |
| Electradigital<br><i>(Internet)</i>                        | 1,499.00  |
| First Choice Coffee Service<br><i>(Supplies)</i>           | 153.92    |



**May Claims (Cont.)**

|  |          |
|--|----------|
| Hankins, Angela<br><i>(Mileage)</i>                                | 63.84    |
| Heritage<br><i>(Printing)</i>                                      | 642.82   |
| Insight Public Sector, Inc.<br><i>(Maintenance)</i>                | 1,969.74 |
| Management and Enterprise Services<br><i>(Internet - 2 months)</i> | 588.00   |
| McDonald, Robin<br><i>(Petty Cash - Custodian)</i>                 | 466.89   |
| McKenzie & Co.<br><i>(Printing - Bike Month)</i>                   | 1,030.00 |
| MTM Recognition<br><i>(Retiring Officer Awards)</i>                | 420.00   |
| Murray, Robin<br><i>(Mileage - 9-1-1)</i>                          | 187.60   |
| NEC Cloud Communications America Inc.<br><i>(Telephone)</i>        | 401.89   |
| NEC Financial Services<br><i>(Phone System Lease Purchase)</i>     | 701.79   |
| Nobel Systems, Inc.<br><i>(Repairs and Maintenance)</i>            | 1,330.97 |

**May Claims (Cont.)**

|   |           |
|---|-----------|
| Oklahoma County District #3<br><i>(REAP Grant T4-2020-10)</i>             | 35,000.00 |
| Oklahoma County Public Building Authority<br><i>(Office Rent)</i>         | 19,160.00 |
| Oklahoman Media Company<br><i>(Public Notice)</i>                         | 112.00    |
| Peak Uptime<br><i>(Repairs &amp; Maintenance)</i>                         | 2,597.46  |
| Pendergraft, Art<br><i>(Consultant - UPWP)</i>                            | 5,833.00  |
| Peter S White, P.C.<br><i>(Legal - 9-1-1 \$ 625.00)</i>                   | 3,937.50  |
| R.K. Black<br><i>(Shredding)</i>  | 75.00     |
| Rackspace<br><i>(Hosting Fee - 9-1-1)</i>                                 | 28.90     |
| ROK Global Applications Group, LLC<br><i>(Hosting - 9-1-1 \$1,398.26)</i> | 3,920.00  |
| The Sanborn Map Co, Inc<br><i>(Supplies - Aerial Photos 9-1-1)</i>        | 6,469.87  |
| Scout Benefits Group LLC<br><i>(FSA Benefits Administration)</i>          | 75.00     |
| Showtime Displays & Graphics<br><i>(Printing)</i>                         | 265.00    |

May Claims (Cont.)

|                                  |                      |
|----------------------------------|----------------------|
| Standley Systems                 | 874.18               |
| (Maintenance)                    |                      |
| Total Compliance Connection, LLC | 850.00               |
| (HR Consultant)                  |                      |
| Verizon Wireless                 | 172.21               |
| (Telephone, Internet)            |                      |
| TOTAL MAY CLAIMS                 | <u>\$ 132,891.15</u> |

ATTEST

CHAIRMAN

SECRETARY/TREASURER

**ACOG CASH STATUS REPORT  
FOR THE MONTH ENDED MAY 31, 2021**

|                           | CHASE<br>OPERATING            | CHASE<br>SAVINGS            | TOTAL                         |
|---------------------------|-------------------------------|-----------------------------|-------------------------------|
| Beginning Balance         |                               |                             |                               |
| <i>May 1, 2021</i>        |                               |                             |                               |
| Cash                      | \$ 1,241,658.11               | \$ 617,611.29               | \$ 1,859,269.40               |
| Petty Cash                | 500.00                        |                             | 500.00                        |
| Total Beginning Balance   | <u>\$ 1,242,158.11</u>        | <u>\$ 617,611.29</u>        | <u>\$ 1,859,769.40</u>        |
| Cash Receipts             |                               |                             |                               |
| Grants & Contracts        | \$ 537,277.71                 |                             | \$ 537,277.71                 |
| Memberships               |                               |                             | -                             |
| Transfers of Funds        |                               |                             | -                             |
| Interest/Dividend Earned  |                               | 23.52                       | 23.52                         |
| Miscellaneous             | 398.00                        | -                           | 398.00                        |
| Total Cash Receipts       | <u>\$ 537,675.71</u>          | <u>\$ 23.52</u>             | <u>\$ 537,699.23</u>          |
| Cash Disbursements        |                               |                             |                               |
| Personnel Cost            | \$ 235,226.99                 |                             | \$ 235,226.99                 |
| <i>(detail next page)</i> |                               |                             | -                             |
| Bank Service Charges      |                               |                             | -                             |
| Investment Sweep Fee      |                               |                             | -                             |
| Transfer of Funds         |                               |                             | -                             |
| Claims Expenditures:      | 132,891.15                    |                             | 132,891.15                    |
| <i>(detail next page)</i> |                               |                             | -                             |
| Total Cash Disbursements  | <u>\$ 368,118.14</u>          | <u>\$ -</u>                 | <u>\$ 368,118.14</u>          |
| <i>May 31, 2021</i>       |                               |                             | -                             |
| Cash                      | \$ 1,411,215.68               | \$ 617,634.81               | \$ 2,028,850.49               |
| Petty Cash                | 500.00                        | -                           | 500.00                        |
| Total Ending Balance      | <u><u>\$ 1,411,715.68</u></u> | <u><u>\$ 617,634.81</u></u> | <u><u>\$ 2,029,350.49</u></u> |

## SCHEDULE OF GENERAL OPERATING EXPENSES FOR THE MONTH ENDED MAY 31, 2021

### Personnel Cost:

|                                |            |
|--------------------------------|------------|
| Salaries                       | 134,473.93 |
| Payroll Taxes                  | 61,713.10  |
| Payroll Processing Fees        | 838.72     |
| Group Health & Life Insurance  | 16,755.02  |
| Pension Contribution & Expense | 18,479.85  |
| EBC Flex Plan Contributions    | 2,337.25   |
| Garnishments                   | 423.12     |
| United Way Contributions       | 206.00     |

|   |                             |
|---|-----------------------------|
| <b>Total Operating Personnel Expenditures</b> | <b><u>\$ 235,226.99</u></b> |
|---|-----------------------------|

### Claims Expenditures:

|                                  |           |
|----------------------------------|-----------|
| Accounting and Auditing          | -         |
| Contract Personnel               | -         |
| Copiers                          | 874.18    |
| Credit Card                      | 13,927.34 |
| Development and Recruitment      | -         |
| Equipment & Furniture            | 4,071.46  |
| Equipment Rental                 | -         |
| Insurance                        | -         |
| Internet Service                 | 6,322.77  |
| Legal                            | 3,937.50  |
| Maintenance & Repair - Equipment | 12,441.65 |
| Maintenance & Repair - Software  | -         |
| Mileage                          | 251.44    |
| Miscellaneous-Petty Cash         | 466.89    |
| Office Cleaning                  | 230.00    |
| Office Rent                      | 19,160.00 |
| Office Leasehold Improvements    | -         |
| Printing                         | -         |
| Professional Dues                | -         |
| Projects-UPWP                    | -         |
| Projects-CMAQ                    | -         |
| Projects -Clean Cities           | -         |
| Projects -911                    | -         |
| Projects - REAP                  | 35,000.00 |
| Public Education - NTW           | -         |
| Public Notice/Advertising        | 112.00    |
| Publications & Subscriptions     | -         |
| Sect 125 Plan Administration     | 75.00     |
| Subcontracts/Consultants         | 20,382.00 |
| Supplies                         | 9,173.58  |
| Supplies - Software              | 4,890.42  |
| Telephone                        | 1,574.92  |
| Temporary Labor                  | -         |
| Travel                           | -         |
| Vehicle Expense                  | -         |

|                                   |                             |
|-----------------------------------|-----------------------------|
| <b>Total Claims Expenditures:</b> | <b><u>\$ 132,891.15</u></b> |
|-----------------------------------|-----------------------------|

## ATTACHMENT 5-B

### SUBJECT:

### REGIONAL CLEARINGHOUSE REVIEW AND COMMENT REPORT

### DATE:

JUNE 24, 2021

### FROM:

**JOHN HARRINGTON**

Director of Water Resources

### INFORMATION:

The following projects have been reviewed through the Clearinghouse Review Process by staff during the past month. Final comment letters have been submitted to the applicants and are attached.

#### #ID#F32101

**Agency Applicant:** Secretary of Energy & Environment  
**Project Location:** Statewide  
**Date Reviewed:** June 3, 2021  
**Project Review Request:** FY 21 604 (b) Work Plan

#### ID#F32102

**Agency Applicant:** Secretary of Energy & Environment  
**Project Location:** Statewide  
**Date Reviewed:** June 3, 2021  
**Project Review Request:** CWA FY21-22 Wetland WPDG Proposal

#### ID#F32103

**Agency Applicant:** Oklahoma Department of Environmental Quality  
**Project Locations:** Statewide  
**Date Reviewed:** June 3, 2021  
**Project Review Request:** Lead Testing in Schools & Child Care Centers

#### ID#F32104

**Agency Applicant:** Oklahoma Department of Environmental Quality  
**Project Locations:** Statewide  
**Date Reviewed:** June 3, 2021  
**Project Review Request:** ODEQ - EPA Performance Partnership Grant

#### ID#F32105

**Agency Applicant:** Oklahoma Department of Environmental Quality  
**Project Locations:** Ottawa County, OK  
**Date Reviewed:** June 3, 2021  
**Project Review Request:** Tar Creek OU2 RD

#### ID#F92101

**Agency Applicant:** Oklahoma Corporation Commission  
**Project Locations:** Statewide  
**Date Reviewed:** June 9, 2021  
**Project Review Request:** OCC Leaking Underground Storage Tank (LUST) Program

**ID#F92102**

**Agency Applicant:** Oklahoma Corporation Commission  
**Project Locations:** Statewide  
**Date Reviewed:** June 9, 2021  
**Project Review Request:** OCC Underground Storage Tank (UST) Program

**ID#F92103**

**Agency Applicant:** Oklahoma Department of Environmental Quality  
**Project Locations:** Ottawa County, OK  
**Date Reviewed:** June 9, 2021  
**Project Review Request:** Elm Creek Phase 2 Amendment

**ID#F162101**

**Agency Applicant:** Oklahoma Department of Environmental Quality  
**Project Locations:** Ottawa County, OK  
**Date Reviewed:** June 16, 2021  
**Project Review Request:** Tar Creek OU4 Commerce

**ID#F162102**

**Agency Applicant:** Oklahoma Department of Environmental Quality  
**Project Locations:** Ottawa County, OK  
**Date Reviewed:** June 16, 2021  
**Project Review Request:** Tar Creek Blood Lead Testing

**ID#F162103**

**Agency Applicant:** Secretary of Energy & Environment  
**Project Locations:** Statewide  
**Date Reviewed:** June 16, 2021  
**Project Review Request:** FY 22-23 106 Work Plans-Budgets

**ID#F172101**

**Agency Applicant:** Secretary of Energy & Environment  
**Project Locations:** Statewide  
**Date Reviewed:** June 17, 2021  
**Project Review Request:** CWA FY21-22 Wetland WPDG Proposal

**ACTION REQUESTED:**

Motion to concur with staff assessment of submitted projects.



Thursday, June 3, 2021

Ms. Lynda Williamson  
Environmental Grants Manager  
Secretary of Energy & Environment  
204 N. Robinson, Suite 1010  
Oklahoma City, OK 73102

RE: ID#F32101 - FY21 604 (b) Work Plan - Clearinghouse Reviews:  
Proj 1 OWRB FY-21 604b Workplan WQS Tech Guidance Doc  
Proj 2 INCOG Workplan FY20 604(b) Education and Guidance for Construction  
Site Stormwater Management  
Proj 3 ACOG Workplan FY21 604(b) Geologic Modeling Garber-Wellington Aquifer

Dear Ms. Williamson:

The Association of Central Oklahoma Governments has completed its Regional Clearinghouse Review of the above referenced proposal recently submitted by your office. The proposed project is consistent with ACOG area-wide goals and objectives.

Please notify this office of any subsequent modifications, supplements, or amendments to this proposal if such occurs. At that point we will conduct an additional regional review of the modified proposal as necessary.

You are also requested to notify this office of the official action taken on this proposal by the agency from which you are requesting assistance.

Please be advised that this letter only intends to assist you in the process of your application. No commitment of funds for your proposal from any funding source is intended or implied.

Please include the ID number listed above for any future communication regarding this proposal. We appreciate this opportunity for review and comment on your proposal.

Sincerely,

*Mark W. Sweeney*

Mark W. Sweeney, AICP  
Executive Director

Chair  
**Steven J. Gentling**  
Guthrie Mayor

Vice-Chair  
**Vacant**

Secretary/Treasurer  
**Josh Moore**  
Edmond Councilmember

Executive Director  
**Mark W. Sweeney, AICP**

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Thursday, June 3, 2021

Ms. Lynda Williamson  
Environmental Grants Manager  
Secretary of Energy & Environment  
204 N. Robinson, Suite 1010  
Oklahoma City, OK 73102

RE: ID#F32102 - CWA FY21-22 Wetland WPDG Proposal - Clearinghouse Review

Dear Ms. Williamson:

The Association of Central Oklahoma Governments has completed its Regional Clearinghouse Review of the above referenced proposal recently submitted by your office. The proposed project is consistent with ACOG area-wide goals and objectives.

Please notify this office of any subsequent modifications, supplements, or amendments to this proposal if such occurs. At that point we will conduct an additional regional review of the modified proposal as necessary.

You are also requested to notify this office of the official action taken on this proposal by the agency from which you are requesting assistance.

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Thursday, June 3, 2021

Ms. Tiffany Schwimmer  
Financial Manager/Comptroller  
Oklahoma Department of Environmental Quality  
707 N. Robinson, P.O. Box 1677  
Oklahoma City, Oklahoma 73101-1677

RE: ID#F32103 - Clearinghouse Review - Lead Testing in Schools & Child Care Centers

Dear Ms. Schwimmer:

The Association of Central Oklahoma Governments has completed its Regional Clearinghouse Review of the above referenced proposal recently submitted by your office. The proposed project is consistent with ACOG area-wide goals and objectives.

Please notify this office of any subsequent modifications, supplements, or amendments to this proposal if such occurs. At that point we will conduct an additional regional review of the modified proposal as necessary.

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Thursday, June 3, 2021

Ms. Taima Rolle  
Budget Analyst  
Administrative Services Division  
Department of Environmental Quality  
707 N. Robinson P.O. Box 1677  
Oklahoma City, OK 73101

RE: ID#F32104 - Clearinghouse Review - ODEQ - EPA Performance Partnership Grant

Dear Ms. Rolle:

The Association of Central Oklahoma Governments has completed its Regional Clearinghouse Review of the above referenced proposal recently submitted by your office. The proposed project is consistent with ACOG area-wide goals and objectives.

Please notify this office of any subsequent modifications, supplements, or amendments to this proposal if such occurs. At that point we will conduct an additional regional review of the modified proposal as necessary.

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Thursday, June 3, 2021

Ms. Tiffany Schwimmer  
Financial Manager/Comptroller  
Oklahoma Department of Environmental Quality  
707 N. Robinson, P.O. Box 1677  
Oklahoma City, Oklahoma 73101-1677

RE: ID#F32105 - Clearinghouse Review - Tar Creek OU2 RD

Dear Ms. Schwimmer:

The Association of Central Oklahoma Governments has completed its Regional Clearinghouse Review of the above referenced proposal recently submitted by your office. The proposed project is consistent with ACOG area-wide goals and objectives.

Please notify this office of any subsequent modifications, supplements, or amendments to this proposal if such occurs. At that point we will conduct an additional regional review of the modified proposal as necessary.

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Wednesday, June 9, 2021

Ms. Denetta Brannon  
Accounting Manager | Comptroller  
Petroleum Storage Tank Division  
Oklahoma Corporation Commission  
Jim Thorpe Building, Rm 480  
PO Box 52000 Oklahoma City OK 73152-2000

RE: ID#F92101 - Clearinghouse Review - OCC Leaking Underground Storage Tank (LUST) Program

Dear Ms. Brannon:

The Association of Central Oklahoma Governments has completed its Regional Clearinghouse Review of the above referenced proposal recently submitted by your office. The proposed project is consistent with ACOG area-wide goals and objectives.

Please notify this office of any subsequent modifications, supplements, or amendments to this proposal if such occurs. At that point we will conduct an additional regional review of the modified proposal as necessary.

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Wednesday, June 9, 2021

Ms. Denetta Brannon  
Accounting Manager | Comptroller  
Petroleum Storage Tank Division  
Oklahoma Corporation Commission  
Jim Thorpe Building, Rm 480  
PO Box 52000 Oklahoma City OK 73152-2000

RE: ID#F92102 - Clearinghouse Review - OCC Leaking Underground Storage Tank (UST) Program

Dear Ms. Brannon:

The Association of Central Oklahoma Governments has completed its Regional Clearinghouse Review of the above referenced proposal recently submitted by your office. The proposed project is consistent with ACOG area-wide goals and objectives.

Please notify this office of any subsequent modifications, supplements, or amendments to this proposal if such occurs. At that point we will conduct an additional regional review of the modified proposal as necessary.

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Wednesday, June 9, 2021

Ms. Tiffany Schwimmer  
Financial Manager/Comptroller  
Oklahoma Department of Environmental Quality  
707 N. Robinson, P.O. Box 1677  
Oklahoma City, Oklahoma 73101-1677

RE: ID#F92103 - Clearinghouse Review - Elm Creek Phase 2 Amendment

Dear Ms. Schwimmer:

The Association of Central Oklahoma Governments has completed its Regional Clearinghouse Review of the above referenced proposal recently submitted by your office. The proposed project is consistent with ACOG area-wide goals and objectives.

Please notify this office of any subsequent modifications, supplements, or amendments to this proposal if such occurs. At that point we will conduct an additional regional review of the modified proposal as necessary.

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Wednesday, June 16, 2021

Ms. Tiffany Schwimmer  
Financial Manager/Comptroller  
Oklahoma Department of Environmental Quality  
707 N. Robinson, P.O. Box 1677  
Oklahoma City, Oklahoma 73101-1677

RE: ID#F162101 - Clearinghouse Review - Tar Creek OU4 Commerce

Dear Ms. Schwimmer:

The Association of Central Oklahoma Governments has completed its Regional Clearinghouse Review of the above referenced proposal recently submitted by your office. The proposed project is consistent with ACOG area-wide goals and objectives.

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Wednesday, June 16, 2021

Ms. Tiffany Schwimmer  
Financial Manager/Comptroller  
Oklahoma Department of Environmental Quality  
707 N. Robinson, P.O. Box 1677  
Oklahoma City, Oklahoma 73101-1677

RE: ID#F162102 - Clearinghouse Review - Tar Creek Blood Lead Testing

Dear Ms. Schwimmer:

The Association of Central Oklahoma Governments has completed its Regional Clearinghouse Review of the above referenced proposal recently submitted by your office. The proposed project is consistent with ACOG area-wide goals and objectives.

Please notify this office of any subsequent modifications, supplements, or amendments to this proposal if such occurs. At that point we will conduct an additional regional review of the modified proposal as necessary.

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Wednesday, June 16, 2021

Ms. Lynda Williamson  
Environmental Grants Manager | Secretary of Energy & Environment  
204 N. Robinson, Suite 1010  
Oklahoma City, OK | 73102

RE: ID#F162103 - Clearinghouse Review - FY 22-23 106 Work Plans-Budgets

Dear Lynda:

The Association of Central Oklahoma Governments has completed its Regional Clearinghouse Review of the above referenced proposal recently submitted by your office. The proposed project is consistent with ACOG area-wide goals and objectives.

Please notify this office of any subsequent modifications, supplements, or amendments to this proposal if such occurs. At that point we will conduct an additional regional review of the modified proposal as necessary.

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Secretary/Treasurer  
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Edmond Councilmember

Executive Director  
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Thursday, June 17, 2021

Ms. Lynda Williamson  
Environmental Grants Manager | Secretary of Energy & Environment  
204 N. Robinson, Suite 1010  
Oklahoma City, OK | 73102

RE: ID#F172101 - Clearinghouse Review - CWA FY21-22 Wetland WPDG Proposal

Dear Lynda:

The Association of Central Oklahoma Governments has completed its Regional Clearinghouse Review of the above referenced proposal recently submitted by your office. The proposed project is consistent with ACOG area-wide goals and objectives.

Please notify this office of any subsequent modifications, supplements, or amendments to this proposal if such occurs. At that point we will conduct an additional regional review of the modified proposal as necessary.

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## ATTACHMENT 5-C

**SUBJECT:**

**INTERMODAL TRANSPORTATION POLICY COMMITTEE (ITPC) REPORT**

**DATE:**

JUNE 24, 2021

**FROM:**

**JOHN SHARP**

Deputy Director

**INFORMATION:**

The following regular agenda action items are included in the [ITPC Agenda](#) as Items D-1 through D-3. Requesting approval of the following ITPC action items:

1. Public Hearing and Action on Request for Approval of the FFY 2022-2025 Oklahoma City Area Regional Transportation Study (OCARTS) Area Transportation Improvement Program (TIP): Jennifer Sebesta, TPS Manager *Action requested.*
2. Proposed Final FY 2022 OCARTS Area Unified Planning Work Program (UPWP): Jennifer Sebesta, TPS Manager *Action requested.*
3. Encompass 2045 Unit Costs: Jennifer Sebesta, TPS Manager *Action requested.*

**ACTION REQUESTED:**

Motion to approve ITPC action items D-1 through D-3, which are included in the June 24, 2021 ITPC agenda and anticipated to be approved by the ITPC.

## ATTACHMENT 5-D

**SUBJECT:**

**RENEW TRANSPORTATION MODELING CONSULTANT SERVICES  
AGREEMENT**

**DATE:**

JUNE 24, 2021

**FROM:**

**JOHN M. SHARP**

Deputy Director

**INFORMATION:**

On June 27, 2019, the Board of Directors authorized the ACOG Executive Director to negotiate and execute a Consultant Retainer Agreement with Art Pendergraft for assistance with the FY 2020 Unified Planning Work Program tasks and related transportation modeling projects for a 12-month period beginning July 1, 2019. This contract included an option to renew, subject to the concurrence of the ACOG Board of Directors. In June 2020, the ACOG Board approved the first option to renew the Consultant Retainer Agreement. Staff recommends that ACOG exercise the second option to renew the Consultant Retainer Agreement at a cost of \$70,000.

**ACTION REQUESTED:**

Motion to authorize the ACOG Executive Director to exercise the second option to renew and execute the Consultant Retainer Agreement for the 12-month period beginning July 1, 2021 for a fee not to exceed \$70,000.

# **REGULAR AGENDA ITEMS THAT MAY REQUIRE ACOG BOD ACTION**

## ATTACHMENT 6-A

### **SUBJECT:**

**CONSIDERATION OF FY 2022 ACOG BUDGET AND WORK PLAN**

### **DATE:**

JUNE 24, 2021

### **FROM:**

**MARK W. SWEENEY, AICP**  
Executive Director

### **INFORMATION:**

The FY 2022 Budget for the Association of Central Oklahoma Governments is presented to the Board of Directors pursuant to the Agreement Creating ACOG and as recommended by the ACOG Budget Committee. The Budget Committee met in two sessions (June 8 and June 16) to develop their recommendations. At the meeting on June 16, 2021, they recommended the budget document which can be accessed at:

<http://www.acogok.org/wp-content/uploads/2021/06/ACOG-BOD-FY-2022-Budget.pdf>

The proposed budget also includes the FY 2022 Membership Dues Assessment and the Fee Schedule for Services requested by non-member public and private entities.

### **ACTION REQUESTED:**

Motion to approve, as presented in the link above, the Budget Committee recommended Fiscal Year 2022 (July 1, 2021 - June 30, 2022) Annual Budget and Work Plan for the Association of Central Oklahoma Governments.

## ATTACHMENT 6-B

**SUBJECT:**

**ACOG LEASE AGREEMENT WITH THE OKLAHOMA COUNTY PUBLIC BUILDING AUTHORITY**

**DATE:**

JUNE 24, 2021

**FROM:**

**MARK W. SWEENEY, AICP**  
Executive Director

**INFORMATION:**

The annual ACOG lease agreement with our landlord expires June 30, 2021. There is a need to enter into a new 12-month lease agreement. The new lease term will commence July 1, 2021, and end June 30, 2022. The total monthly office rental cost for this time period will be \$19,526.45. The 2 percent increase in rent from FY 2021 (\$13.25 per sq. ft. to \$13.51 per sq. ft. for the approximate 17,344 sq. ft. of space) is due to an annual reassessment of price per square foot by the Oklahoma County Public Building Authority.

**ACTION REQUESTED:**

Motion to authorize the Executive Director to negotiate and execute a lease agreement with the Oklahoma County Public Building Authority for the next 12 months for an amount not to exceed \$234,317.40 for FY 2022.



## ATTACHMENT 6-C

### SUBJECT:

### UPDATE OF ACOG RETIREMENT PLAN DOCUMENTS

### DATE:

JUNE 24, 2021

### FROM:

**MARK W. SWEENEY, AICP**

Executive Director

### INFORMATION:

The ACOG Benefits Committee (Mark W. Sweeney, John Sharp, Debbie Cook and Pam Gaither) has been working with Brent Harless, Registered Investment Advisor with Pensionmark (Registered Financial Advisor/3(38) fiduciary), and a team from Empower Retirement, which is our new provider and recordkeeper replacing Principal, to update ACOG's 401(a) Retirement Income and 457 Deferred Comp retirement plan documents.

#### **Proposed changes to Plan documents from current Plan Documents are as follows:**

- Entry date into the plans will be the first of the month following date of hire. Current employees who are not eligible under the current 401(a), will become eligible immediately upon plan assets being transferred to Empower Retirement. ACOG's match will remain the same at a mandatory employee contribution of a minimum 3.5% and ACOG contribution of 5%. The match contribution will begin after 1 year of employment. The match contribution will be based on employee's hire date.
- Amending the age to allow in-service distributions to 59½ in the 457 Deferred Comp and 62 in the 401(a). Allowing more flexibility in planning for retirement.
- Restructuring the Plans to be more tax advantageous to participants. Once assets have been moved to Empower Retirement, employee contributions will be placed in the 457 Deferred Comp plan, which allows the employee to select Traditional (pre-tax) or Roth (post-tax) contributions. Employer contributions will be placed in the 401(a) plan.
- Allow employees to enroll and start contributions any time after eligibility and to stop contributions at any time.

#### **Timeline of Planned Conversion:**

- Notices and disclosures sent to all participants, current and former with account balances, no later than July 5, 2021.
- Blackout Period begins on August 5, 2021. During this time contributions will continue to be invested and
- Participants will not be able to select new investments or make withdrawals.
- Plan assets, from the current 401(a) and 457 Deferred comp, will transfer to Empower Retirement and be mapped to similar investments on August 13, 2021.
- Asset transfer and account reconciliation is estimated to be completed by August 27, 2021. Once these items have been completed the plan will go live and the blackout period will end.
- Group and one-on-one meetings with employees will be held the end of August beginning of September 2021.

**Fiscal Impact of Proposed Changes:**

- There will be no fiscal impact to ACOG from these proposed changes. There will be a reduction of approximately 50 percent in the costs being paid from the participants' investments which will allow more growth in their accounts.

**ACOG Staff Notification and Feedback:**

- ACOG staff were sent an email with information about these retirement plan updates on June 14, 2021. There have been some questions and positive feedback in response.

**ACTION REQUESTED:**

Motion to approve the updated documents of the 401(a) Retirement Plan and the 457 Deferred Comp Plan as outlined in this memo.