



ACOG BOARD OF DIRECTORS

Chair

Steven J. Gentling
Guthrie Mayor

Vice-Chair

Josh Moore
Edmond Councilmember

Secretary/Treasurer

Cathy Cummings
The Village 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, SEPTEMBER 30, 2021, 1:45 P.M.



acog

THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS BOARD OF DIRECTORS WILL HOLD A REGULAR **IN-PERSON** MEETING ON THURSDAY, SEPTEMBER 30, 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, SEPTEMBER 27, IF YOU REQUIRE ACCOMMODATIONS PURSUANT TO THE AMERICANS WITH DISABILITIES ACT OR SECTION 504 OF THE REHABILITATION ACT.

AGENDA

1. CALL TO ORDER ([ATTACHMENT 1](#))
2. APPROVAL OF THE AUGUST 26, 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

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 – August 2021 Claims: Deborah Cook, Director of Finance ([ATTACHMENT 5-A](#)) *Action requested.*
- B. Intermodal Transportation Policy Committee (ITPC) Report: John Sharp, Deputy Director ([ATTACHMENT 5-B](#)) *Action requested.*

END OF CONSENT DOCKET

6. REGULAR AGENDA ITEMS THAT MAY REQUIRE ACOG BOD ACTION

- A. Consideration of the Revised ACOG General Counsel Letter of Agreement: Mark W. Sweeney, AICP, Executive Director ([ATTACHMENT 6-A](#)) *Action Requested.*
- B. Consideration of Annual Compensation Adjustment for the Executive Director as Recommended by the ACOG Executive Committee

OR

Enter into Executive Session to Discuss Confidential Information Related to the Requested Action as Authorized by 25 O.S. (2018 Supp), Section 307 (B)(1): Josh Moore, ACOG Board Vice-Chair ([ATTACHMENT 6-B](#)) *Action Requested.*

- C. Announcement Reminder of the ACOG Legislative Issues Survey and the Scheduled Legislative Forums on Tuesday, October 5, at 10:30 a.m. and Tuesday, November 9, at 10:30 a.m.: Mark W. Sweeney, AICP, ACOG Executive Director *For information only.*

7. NEW BUSINESS

8. ADJOURN

NEXT MEETING:

Thursday, October 28, 2021 at 1:45 p.m.

ATTACHMENT 1

ACOG BOARD OF DIRECTORS

CITY/ORGANIZATION	MEMBERS	ALTERNATES
BETHANY (8)	Hon. Nikki Lloyd Mayor	Hon. Chris Powell Vice-Mayor
		Hon. Kathy Larsen Councilmember
CALUMET (1)	Hon. Daniel Tatro Trustee	Hon. Bruce Wallace Mayor
CEDAR VALLEY (1)	Hon. Stan Wieczorek Mayor	Hon. Jerry Cole Trustee
CHOCTAW (6)	Hon. Chad Williams Councilmember	Hon. Jeannie Abts Councilmember
CRESCENT (1)	Hon. Jim Neal Councilmember	Hon. Greg Cummings Mayor
DEL CITY (9)	Hon. Floyd Eason Mayor	Hon. Pam Finch Councilmember
		----- Hon. Michael Dean Councilmember
EDMOND (34)	Hon. Josh Moore Councilmember	Hon. Darrell Davis Mayor
EL RENO (8)	Hon. Matt White Mayor	Hon. Tim Robinson Councilmember
FOREST PARK (1)	No Designee	Vacant
GEARY (1)	No Designee	Hon. Tabbitha Kiener Councilmember
		----- Hon. Bobby Allen Mayor
GOLDSBY (1)	Hon. Glenn Berglan Mayor	Hon. Russ McReynolds Trustee
		Hon. Susan Boehrer Trustee
GUTHRIE (5)	Hon. Steven J. Gentling Mayor	Hon. Jeff Taylor Councilmember
HARRAH (3)	Hon. Chris Lally Councilmember	Hon. Tom Barron Councilmember
JONES CITY (2)	Hon. Ray Poland Mayor	Hon. Missy Wilkinson Vice-Mayor
LAKE ALUMA (1)	Hon. John Kenney Mayor	Hon. Tom Steiner Trustee
LANGSTON CITY (1)	No Designee	Hon. Magnus Scott Trustee
		----- Hon. Linda Williams Trustee

ACOG BOARD OF DIRECTORS (Cont.)

CITY/ORGANIZATION	MEMBERS	ALTERNATES
LEXINGTON (1)	Hon. Mike Donovan Councilmember	Hon. Max Punneo Vice-Mayor
LUTHER (1)	Hon. Terry Arps Mayor	Hon. Joshua Rowton Trustee
		Hon. Carla Caruthers Trustee
MERIDIAN (1)	Hon. Ronald Dumas Mayor	Hon. Joyce Swanson Vice Mayor
MIDWEST CITY (23)	Hon. Matt Dukes Mayor	Hon. Pat Byrne Councilmember
		----- Hon. Christine Allen Councilmember
MOORE (25)	Hon. Mark Hamm Councilmember	Hon. Glenn Lewis Mayor
		----- Any Moore Councilmember
MUSTANG (10)	Hon. Brian Grider Mayor	Hon. Michael Ray Councilmember
NICHOLS HILLS (2)	Hon. Peter Hoffman Mayor	Vacant
NICOMA PARK (1)	Hon. Mark Cochell Mayor	Hon. Mike Czerczyk Vice Mayor
NOBLE (3)	Hon. Phil Freeman Mayor	Hon. Ezra Roesler Vice-Mayor
		----- Hon. Gary Hicks Councilmember
NORMAN (38)	Hon. Breea Clark Mayor	Hon. Stephen T. Holman Councilmember
OKARCHE (1)	Hon. Jeff Brueggen Trustee	Hon. Jeff Sadler Trustee
OKLAHOMA CITY (113)	Hon. Todd Stone Councilmember	Any Oklahoma City Councilmember
PIEDMONT (4)	Hon. Kevan Blasdel Councilmember	Hon. Melissa Ashford Councilmember
		----- Hon. Austin Redus Councilmember
SLAUGHTERVILLE (2)	Hon. Valerie Stockton Trustee	Hon. Steve Easom Mayor

ACOG BOARD OF DIRECTORS (Cont.)

CITY/ORGANIZATION	MEMBERS	ALTERNATES
SPENCER (2)	Hon. Frank Calvin Mayor	Hon. Jim Scanlan Vice Mayor ----- Hon. Renita Fair Councilmember
THE VILLAGE (4)	Hon. Cathy Cummings Councilmember	Hon. Sonny Wilkinson Mayor ----- Hon. Adam Graham Vice-Mayor
TUTTLE (4)	Hon. Mary Smith Vice Mayor	Hon. Austin Hughes Councilmember
UNION CITY (1)	Hon. Charlie Ross Vice Mayor/Trustee	Hon. Bob McGregor Trustee
VALLEY BROOK (1)	No Designee	Vacant
WARR ACRES (5)	Hon. Jim Mickley Mayor	Hon. Roger Godwin Councilmember ----- Hon. John Knipp Councilmember
YUKON (12)	Hon. Shelli Selby Mayor	Hon. Rick Cacini Councilmember
CANADIAN COUNTY (2)	Hon. Marc Hader Commissioner	Hon. Jack Stewart Commissioner ----- Hon. David Anderson Commissioner
CLEVELAND COUNTY (2)	Hon. Rod Cleveland Commissioner	Hon. Darry Stacy Commissioner ----- Hon. Harold Haralson Commissioner
LOGAN COUNTY (2)	Hon. Kody Ellis Commissioner	Hon. Marven Goodman Commissioner ----- Hon. Monty Piercy Commissioner
OKLAHOMA COUNTY (2)	Hon. Carrie Blumert Commissioner	Hon. Brian Maughan Commissioner ----- Hon. Kevin Calvey Commissioner
TINKER AIR FORCE BASE (Associate Member)	No Designee	Vacant

ATTACHMENT 2

SUBJECT:

MINUTES OF THE ACOG BOARD OF DIRECTORS MEETING

DATE:

AUGUST 26, 2021

A regular meeting of the Association of Central Oklahoma Governments Board of Directors was convened at 2:33 p.m., August 26, 2021 at the Association of Central Oklahoma Governments, in the ACOG Board Room, 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 at the ACOG offices at least 24 hours prior to the meeting.

PRESIDING

Hon. Steven J. Gentling, Mayor, Guthrie

BOARD MEMBERS PRESENT

Hon. Nikki Lloyd, Mayor, Bethany
Hon. Josh Moore, Councilmember, Edmond
Hon. Glenn Berglan, Mayor, Goldsby
Hon. Ray Poland, Mayor, Jones City
Hon. John Kenney, Mayor, Lake Aluma
Hon. Terry Arps, Mayor, Luther
Hon. Joyce Swanson, Vice-Mayor, Meridian
Hon. Matt Dukes, Mayor, Midwest City
Hon. Melissa Hunt, Councilmember, Moore
Hon. Brian Grider, Mayor, Mustang
Hon. Peter Hoffman, Mayor, Nichols Hills
Hon. Mark Cochell, Mayor, Nicoma Park
Hon. Breea Clark, Mayor, Norman
Hon. Bradley Carter, Councilmember, Oklahoma City
Hon. Kevan Blasdel, Councilmember, Piedmont
Hon. Valerie Stockton, Trustee, Slaughterville
Hon. Frank Calvin, Mayor, Spencer
Hon. Cathy Cummings, Councilmember, The Village
Hon. Mary Smith, Vice-Mayor, Tuttle
Hon. Roger Godwin, Councilmember, Warr Acres
Hon. Rod Cleveland, Commissioner, Cleveland County

ASSOCIATE MEMBER PRESENT

None

BOARD MEMBERS ABSENT

Hon. Daniel Tatro, Trustee, Calumet
Hon. Stan Wieczorek, Mayor, Cedar Valley
Hon. Chad Williams, Councilmember, Choctaw
No Designee, Crescent
Hon. Floyd Eason, Mayor, Del City
Hon. Matt White, Mayor, El Reno
No Designee, Forest Park
Hon. Tabitha Kiener, Councilmember, Geary
Hon. Chris Lally, Councilmember, Harrah
Hon. Magnus Scott, Trustee, Langston City

BOARD MEMBERS ABSENT (Cont.)

Hon. Mike Donovan, Councilmember, Lexington
Hon. Phil Freeman, Mayor, Noble
Hon. Jeff Brueggen, Trustee, Okarche
Hon. Charlie Ross, Vice-Mayor/Trustee, Union City
No Designee, Valley Brook
Hon. Shelli Selby, Mayor, Yukon
Hon. Marc Hader, Commissioner, Canadian County
Hon. Kody Ellis, Commissioner, Logan County
Hon. Carrie Blumert, Commissioner, Oklahoma County

ASSOCIATE MEMBER ABSENT

No Designee, Tinker Air Force Base

GUESTS PRESENT

Pete White, ACOG Legal Counsel
Christopher Hubert, Central Oklahoma Transportation and Parking Authority (COTPA)
Joshua Vaught, COTPA
Hon. George Smith, Mayor, Forest Park
Kurt Swanson, Citizen, Meridian
Kelly Danner, City Clerk, Nicoma Park
Jane Abraham, Office of Government Affairs, Oklahoma City

ACOG STAFF

Mark W. Sweeney, Executive Director
John M. Sharp, Deputy Director
Beverly Garner, Executive Assistant
Debbie Cook, CPA, Director of Finance
Rachel Meinke, Director of Public Information
Brent Hawkinson, 9-1-1 & Public Safety Director
Matthew Weaver, Community & Economic Development Manager
Jennifer Sebesta, Transportation Planning Services Manager
John M. Harrington, Water Resources Director
Anita Kroth, Administrative Assistant
James Smith, IT Operations Specialist

1. CALL TO ORDER - INTRODUCTION OF GUESTS

The meeting was called to order at 2:33 p.m. A quorum was present.

2. APPROVAL OF MINUTES - JUNE 24, 2021, MINUTES

Director Josh Moore, Edmond, made a motion to approve the June 24, 2021 minutes of the ACOG Board of Directors meeting. Director Peter Hoffman, Nichols Hills, seconded the motion. The motion passed unanimously.

3. COMMUNICATIONS

A. CHAIRPERSON'S REPORT

Chairman Steven Gentling said, regarding the 9-1-1 ACOG presentation that was just given about the NG9-1-1 status of the NGA 911 Call Routing Solution and Solacom Call Handling Solution, ACOG is on the cutting edge for the safety of our communities, and it is something to really make us proud. He said the position of the ACOG leadership and their staff to make that happen is amazing. The Directors agreed and applauded.

B. EXECUTIVE DIRECTOR'S REPORT

Meeting with Congresswoman Stephanie Bice's Staff

Executive Director Mark W. Sweeney said that Deputy Director John Sharp and he met with Congresswoman Stephanie Bice's local staff, Matt Blubaugh and Graham McDonald, along with Derek Sparks with the Greater Oklahoma City Chamber, on July 16. He said Mr. Sharp and he outlined ACOG's position on Surface Transportation funding, which included the infrastructure bill that is still pending and the Amtrak route from Oklahoma City to Newton, Kansas (the missing link). He said they spoke about air quality issues and informed them of the Cost of Nonattainment Study that is nearing completion. They also talked about Tinker Air Force Base and the American Rescue Plan Act (ARPA) funding. Mr. Sweeney said that having previously met with Senator Inhofe's Washington DC staff, ACOG's next outreach effort will be with Congressman Tom Cole's staff to continue the conversation about relevant ACOG member issues.

New Board and Committee Member Orientation - September 9, 2021

Mr. Sweeney said that ACOG's Public Information Director, Rachel Meinke, and he have prepared an orientation presentation and handbook for new Board and Policy Committee members. He said this updated orientation will be strategically different from previous efforts in that it will focus more on the roles and responsibilities of serving on ACOG Boards and Policy Committees, along with explanations of established policies and procedures. He said invitations will be emailed to those directors and alternates who were appointed since July 1, 2020 to attend an orientation session at 2:30 p.m. on Thursday, September 9, in the ACOG Board Room.

Director Peter Hoffman suggested that the orientation include the kinds of funding, and groups and blocks of money which are available to different sizes of communities. That way they will know what categories to take note of for their town, city, or county. Mr. Sweeney agreed that would be helpful.

ACOG Legislative Forums Scheduled

Mr. Sweeney said the ACOG agenda for the next Legislative Session will be developed through two forums for Board members to attend. They will be held Tuesday, October 5, and Tuesday, November 9, starting at 10:30 a.m. in the 9-1-1 ACOG Training Room. He said they will be taking a different approach from the previous three years in that staff will provide a questionnaire survey in advance of the October Forum for them to complete and submit to prepare a more comprehensive outline of key issues and concerns from ACOG's member governments. He said additional notification and information will be provided via email.

2020 Census Results for Central Oklahoma

Mr. Sweeney said there were two handouts being passed out. One shows the population changes of the cities in Central Oklahoma over the last 10 years and a page that talks about the population of the ACOG four-county region. There is also a map of the whole

State of Oklahoma to show where the population growth occurred, and it is in the Oklahoma City metropolitan region where most people are moving to in this state. From a county perspective, the highest percentage growth was Canadian County at 33.6 percent, but the largest actual increase in population was Oklahoma County that gained roughly about 78,000 over the past decade.

In looking at the cities, the winner for percentage growth was Goldsby at 49.6 percent and actual growth increase was Oklahoma City at 101,119 people. Oklahoma City was just one of 14 cities in the United States with a growth over 100,000 people. Oklahoma City grew faster than the county due to the fact that the city limits extend into Cleveland and Canadian Counties. The map shows that Oklahoma has a population of 3,959,000.

Director Josh Moore asked if the ESRI numbers will be used in the future, as Edmond has had more growth since the Census. Mr. Sweeney said for the 9-1-1 scenario, they use the ESRI numbers, but for the ACOG side of this, it is required to use the Census numbers. The Census will do an update that will occur rather quickly to make up for the difference that Director Moore is referring to, but the impact will have a two-year lag and they will just be estimates. The actual census numbers determine how much money the entities receive.

4. PUBLIC COMMENTS FROM CITIZENS OR DELEGATIONS

There were no comments from the public.

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 – June and July 2021 Claims: Deborah Cook, Director of Finance *Action requested.*
- B. Regional Clearinghouse Review and Comment Report: John Harrington, Director of Water Resources *Action requested.*
- C. Intermodal Transportation Policy Committee (ITPC) Report: John Sharp, Deputy Director *Action requested.*
- D. Request for a Rural Economic Action Plan (REAP) Grant Change of Scope for Oklahoma County District 2 Recipient - Woodlawn Park *Action requested.*
- E. Disposal of ACOG Surplus Items: Julie A. Smedlund, IT & Facilities Director *Action requested.*
- F. Update of ACOG Retirement Plan Documents: Mark W. Sweeney, AICP, Executive Director *Action requested.*

A copy of the claims list for payments made during June and July were included as a consent item for the Board's ratification. The June and July cash status reports were also included for information.

Director Ray Poland made a motion to approve that all items under the Consent Docket be considered in one vote. Director Breea Clark seconded the motion. The motion carried unanimously.

6. REGULAR AGENDA ITEMS THAT MAY REQUIRE ACOG BOD ACTION

A. Update on the American Rescue Plan Act (ARPA) for ACOG Member Governments:

Mark W. Sweeney said entitlement metro cities and counties with a population of over 50,000 were granted their share of the ARPA funding directly from the federal government. The federal government does not have the information for local governments under 50,000, known as non-entitlement units (NEUs). ARPA requires the states to distribute the fiscal recovery funds to the NEUs based upon population within 30 days of the state receiving the funds, unless a 30-day extension is granted. Oklahoma received that ARPA funds the week of August 9 and staff believes the state will probably ask for an extension to distribute these funds. Municipalities will receive the funds in two equal payments with 50 percent provided after successful completion of the application and the remaining balance will be delivered 12 months later. The municipalities should expect to receive the initial funds sometime around October. There is an additional \$1.9 billion in ARPA funding and the Oklahoma legislature has formed a joint committee to help prioritize proposals for state government share for the ARPA funds. The bipartisan joint committee will receive and evaluate proposals for use of these funds and will forward their recommendations to a group of six legislators and executive branch officials who will formally score and send the highest scoring priorities to Governor Kevin Stitt, who will make final allocation of the funds.

Mr. Sweeney said the website to apply for these funds was slated to be operational by August 1, but is not complete. Once the site goes live, four legislative subcommittees will review the applications according to Majority Plus, which is ACOG's lobbyist with Oklahoma Association of Regional Councils (OARC). It will be September before the ARPA committees meet. ACOG legislators on this joint committee on pandemic relief funding include: Representative Kevin Wallace as the co-chair, Representatives Rhonda Baker of Yukon, Jon Echols of Oklahoma City, Cyndi Munson of OKC, Mike Osburn of Edmond, and Jay Steagall of Yukon. Senators include: Kay Floyd of OKC, Chuck Hall of Perry in Logan County, Julia Kirt of OKC, Adam Pugh of Edmond, Brenda Stanley of Midwest City, and President Pro Tem Greg Treat of Edmond.

He said the reason is it important to know who is on that committee is because if you have an application and are pursuing this \$1.9 billion, it is good to know who the players are and it may be of value during the application process to know who they need to call.

Director Ray Poland said there is only one committee member, Representative Chuck Hall, who represents the rural community. Director Breea Clark said Mike Fina, Executive Director of the Oklahoma Municipal League (OML), is on this committee, so feel free to reach out to him. Director Matt Dukes said they can also reach out to Senator Brenda Stanley.

B. Proposed Special Session of the Oklahoma State Legislature - September/October 2021:

Mr. Sweeney said the Oklahoma Legislature is tasked with redrawing the state legislative and congressional redistricting lines every ten years following the federal decennial census. Oklahoma has 101 House districts and 48 Senate districts and was assigned five Congressional seats following the federal reapportionment. According to the 2020 Census, the State's population today is 3,959,353 people, an increase of 5.5 percent in 10 years. Due to the population shifts within the state, this once every decade task is necessary to ensure equal representation will exist for equal numbers of

people. The new district boundaries will be used to conduct state congressional and legislative elections beginning in 2022-2030. The Oklahoma Senate and House redistricting committees wrapped up a series of in-person and virtual town hall meetings earlier this month. The Senate and House held 29 town hall meetings about both legislative and congressional redistricting around the state and on-line recordings of those meetings are available on the redistricting websites of the Senate at www.oksenate.gov and of the House at www.okhouse.gov.

Mr. Sweeney said Oklahoma will maintain its five congressional seats that will require adjustments, though, to account for population growth and other factors. The two districts that will be adjustable are in the districts of U.S. Congresswoman Stephanie Bice and U.S. Congressman Frank Lucas. The Senate and House redistricting committee will hold a joint meeting the week of October 18, at which the public can present congressional redistricting maps to the committees. The time, date, and location will be announced later. Meeting hours will be shared publicly and posted online.

There are parameters and detailed instructions for public map submissions for congressional redistricting, so please contact ACOG staff for that information.

Mr. Sweeney said it is known that there will be a special session on this and were told it would be in October, but now there has been thought that it may be as early as September.

There is not a great deal of disagreement about redistricting. It is mostly trying to work out the differences between the two districts.

Mr. Sweeney was told that in a session like this, other legislative items could be introduced, either by the Governor or the legislators. Director Rod Cleveland said it could only be by the Governor. Mr. Sweeney said he has not heard any talk of additional items being introduced.

7. NEW BUSINESS

Chairman Steven J. Gentling asked if there was any new business to present.

Director Peter Hoffman asked the Board if they have noticed a growing reach and control by the state government over what the mayors and council/trustees can and cannot do within their own communities regarding homes, housing, materials, quality, neighborhoods, construction, etc. He said there is a growing big brother situation beginning to tell each of the communities what they can and cannot legislate. They cannot hold a builder to certain standards, even though the neighborhood has certain styles. He said one of the charms of our state is the uniqueness of each area – architecture styles and quality of materials used, etc.

Mr. Sweeney said when the legislative survey goes out to the Board, they can highlight those issues that are important to them and bring those to the forefront for legislative consideration. Director Poland said this is an issue that has been presented to OML many times – to quit placing so many restrictions on the communities. Director Josh Moore said there are some political action groups that are not big enough in their own community to get someone elected if they want something done at the local level, but they are very active on the state level. They are giving dollars to campaigns at the state level, and he is convinced that is why it is happening.

Mayor Hoffman said he brought this up so that those who did not know could become aware and see what can be done to govern their own communities.

8. ADJOURN

There being no further business, the meeting was adjourned at 3:10 p.m.

ADOPTED THIS 30TH DAY OF SEPTEMBER 2021.

CHAIRMAN

SECRETARY/TREASURER

CONSENT DOCKET

ATTACHMENT 5-A

SUBJECT:

FINANCE REPORT - AUGUST 2021 CLAIMS

DATE:

SEPTEMBER 30, 2021

FROM:

DEBORAH C. COOK, CPA

Director of Finance

INFORMATION:

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

ACTION REQUESTED:

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

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

Addison Group <i>(Temporary Labor 9-1-1)</i>	259.20
AGI Advanced Geosciences, Inc. <i>(Supplies - software)</i>	53.80
Anglin Public Relations <i>(Advertising)</i>	8,819.00
Aspen <i>(Cleaning)</i>	230.00
AT&T <i>(Internet)</i>	153.27
AT&T Mobility <i>(Telephone - 9-1-1 - \$82.46)</i>	82.46
Bailey, Ben <i>(Mileage - 9-1-1)</i>	95.38
Bill Warren Office Products <i>(Supplies)</i>	583.95
Both Worlds Software <i>(Institute Training - 9-1-1)</i>	4,302.00
Chase Card Services <i>(Supplies, Development)</i>	17,731.59
Choctaw, City of <i>(UPWP)</i>	2,640.00

August Claims (Cont.)

City Explained, Inc. (formerly Placeways LLC) <i>(Repairs & Maintenance)</i>	675.00
Connex International <i>(Telephone - 9-1-1)</i>	45.55
CriticalComm <i>(Telephone - 9-1-1)</i>	11.00
Ecointeractive, Inc. <i>(Software)</i>	4,890.42
Electradigital <i>(Internet)</i>	1,499.00
First Choice Coffee Service <i>(Supplies)</i>	183.03
Heritage <i>(Printing)</i>	336.66
Jones, Tanner <i>(Mileage - 9-1-1)</i>	21.84
Luther, Town of <i>(REAP Grant T5-2020-03)</i>	28,633.98
Moore, City of <i>(Fleet Grant Conversion)</i>	50,617.00
NEC Cloud Communications America Inc. <i>(Telephone)</i>	400.47
NEC Financial Services <i>(Phone System Lease Purchase)</i>	701.79

August Claims (Cont.)

Oklahoma Association of Regional Councils <i>(Membership Dues)</i>	4,000.00
Oklahoma County Public Building Authority <i>(Office Rent)</i>	19,536.65
Oklahoma Environmental Management Authority <i>(Fleet Grant Conversion)</i>	58,145.00
Oklahoma, University of <i>(Consulting Services)</i>	3,744.00
Peak Uptime <i>(Repairs & Maintenance)</i>	8,597.46
Pendergraft, Art <i>(Consultant - UPWP)</i>	5,833.00
R.K. Black <i>(Shredding)</i>	75.00
Rackspace <i>(Hosting Fee - 9-1-1)</i>	28.90
ROK Global Applications Group, LLC <i>(Hosting - 9-1-1 \$1,398.26)</i>	3,920.00
SCAUG <i>(Development - 9-1-1 \$340.00)</i>	810.00
Scout Benefits Group LLC <i>(FSA Benefits Administration)</i>	75.00
Showtime Displays & Graphics <i>(Supplies)</i>	599.00

August Claims (Cont.)

Southwest Region Economic Development Association 250.00
(Membership Dues)

Standley Systems 869.00
(Maintenance & Equipment)

Verizon Wireless 172.18
(Telephone, Internet)

TOTAL AUGUST CLAIMS \$ 229,621.58

ATTEST

CHAIRMAN

SECRETARY/TREASURER

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

	<u>CHASE OPERATING</u>	<u>CHASE SAVINGS</u>	<u>TOTAL</u>
Beginning Balance <i>August 1, 2021</i>			
Cash	\$ 1,466,668.30	\$ 617,687.73	\$ 2,084,356.03
Adjust to Beg. Cash	18.03 ¹		18.03
Petty Cash	440.01	-	440.01
Total Corrected Beginning Balance	<u>\$ 1,467,126.34</u>	<u>\$ 617,687.73</u>	<u>\$ 2,084,814.07</u>
Cash Receipts			
Grants & Contracts	\$ 496,726.53	\$ -	\$ 496,726.53
Memberships	366,731.40 ²	-	366,731.40
Transfers of Funds- Due to 9-1-1 ACOG	172.20 ³	-	172.20
Interest/Dividend Earned	-	26.88	26.88
Miscellaneous	1,978.05	-	1,978.05
Total Cash Receipts	<u>\$ 865,608.18</u>	<u>\$ 26.88</u>	<u>\$ 865,635.06</u>
Cash Disbursements			
Personnel Cost	\$ 236,269.35	\$ -	\$ 236,269.35
<i>(detail next page)</i>	-	-	-
Bank Service Charges	-	-	-
Investment Sweep Fee	-	-	-
Transfer of Funds- Paid to 9-1-1 ACOG	172.20 ³	-	172.20
Claims Expenditures: <i>(detail next page)</i>	229,621.58	-	229,621.58
Petty Cash - supplies	51.47	-	51.47
Total Cash Disbursements	<u>\$ 466,114.60</u>	<u>\$ -</u>	<u>\$ 466,114.60</u>
<i>August 31, 2021</i>			-
Cash	\$ 1,866,231.38	\$ 617,714.61	\$ 2,483,945.99
Petty Cash	388.54	-	388.54
Total Ending Balance	<u>\$ 1,866,619.92</u>	<u>\$ 617,714.61</u>	<u>\$ 2,484,334.53</u>

Note 1: On the July Cash Status report, the Petty Cash -Supplies amount of \$18.03 was subtracted from both the Cash and Petty Cash balances in error.

Note 2: On the July Cash Status report a \$138.60 Lang line fee was reported as Memberships receipts, but it should have been reported as transfer due to 9-1-1 ACOG. Corrected here. See Note 3.

Note 3: In July and August, Language Line Fees, which are 9-1-1 ACOG reimbursements, were paid to ACOG on the same check as the entity's ACOG membership payment.

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

Personnel Cost:

Salaries	138,334.89
Payroll Taxes	63,509.97
Payroll Processing Fees	862.29
Group Health & Life Insurance	18,901.57
Pension Contribution & Expense	13,434.60
EBC Flex Plan Contributions	1,095.47
Garnishments	130.56
United Way Contributions	-

Total Operating Personnel Expenditures	236,269.35
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Claims Expenditures:

Accounting and Auditing	-
Contract Personnel	-
Copiers	869.00
Credit Card	17,731.59
Development and Recruitment	810.00
Equipment & Furniture	2,261.46
Equipment Rental	-
Insurance	-
Internet Service	5,721.20
Legal	-
Maintenance & Repair - Equipment	6,725.00
Maintenance & Repair - Software	675.00
Mileage	117.22
Miscellaneous-	-
Office Cleaning	230.00
Office Rent	19,536.65
Office Leasehold Improvements	-
Printing	150.00
Professional Dues	4,250.00
Projects-Cost of Non-Attainment	-
Projects-CMAQ	108,762.00
Projects -Clean Cities	-
Projects -911	4,302.00
Projects - REAP	28,633.98
Public Education -	-
Public Notice/Advertising	-
Publications & Subscriptions	-
Sect 125 Plan Administration	75.00
Subcontracts/Consultants	21,295.20
Supplies	1,292.44
Supplies - Software	4,890.42
Telephone	1,293.42
Temporary Labor	-
Travel	-
Vehicle Expense	-

Total Claims Expenditures:	<u>\$ 229,621.58</u>
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ATTACHMENT 5-B

SUBJECT:

INTERMODAL TRANSPORTATION POLICY COMMITTEE (ITPC) REPORT

DATE:

SEPTEMBER 30, 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-2. Requesting approval of the following ITPC action items:

1. Public Hearing and Action on Request for Amendment of the FFY 2022-2025 Transportation Improvement Program (TIP) by the City of Norman: Jennifer Sebesta, Transportation Planning Services (TPS) Manager *Action requested.*
2. Request for Modification to the National Highway System by the Oklahoma Department of Transportation (ODOT): Jennifer Sebesta, TPS Manager *Action requested.*

ACTION REQUESTED:

Motion to approve ITPC action items D-1 through D-2, which are included in the September 30, 2021 ITPC agenda and anticipated to be approved by the ITPC.

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

ATTACHMENT 6-A

SUBJECT:

CONSIDERATION OF THE REVISED ACOG GENERAL COUNSEL LETTER OF AGREEMENT

DATE:

SEPTEMBER 30, 2021

FROM:

MARK W. SWEENEY, AICP

Executive Director

INFORMATION:

Over the past four years, Pete White has served as General Counsel to the Association of Central Oklahoma Governments (ACOG). The [original agreement](#) (refer to the attached document) for providing legal guidance and advice was set at a rate of \$250/hour. At the request of Mr. White, the rate was adjusted to \$300/hour for FY 2022, which triggered the need to revise the current letter of agreement.

It also became apparent that the original agreement needed a [comprehensive update](#) in order to provide a more specific scope of services for the Board (refer to attached document). Please note that the updated letter is retroactive to July 1, 2021 and extends to June 30, 2022, and is renewable upon mutual agreement of ACOG and Mr. White from year to year.

This agreement covers a maximum of \$49,999 for any fiscal year. Based on the ACOG Procurement Policy, this contractual arrangement can be approved administratively (less than \$50,000), but staff determined that the revised letter of agreement should be initially reviewed and approved by the ACOG Board of Directors.

ACTION REQUESTED:

Motion to approve the revised ACOG General Counsel Letter of Agreement with Pete White as per the attached comprehensive update for an amount not to exceed \$49,999 for any fiscal year.

**PETER S. WHITE
ATTORNEY AT LAW**

2200 Shadowlake Drive
Oklahoma City, Oklahoma 73159

Telephone (405) 232.8888
Facsimile (405) 691.1950

November 8, 2017

ACOG Board of Directors
C/O Jay Adams
4205 North Lincoln Blvd.
Oklahoma City, Oklahoma

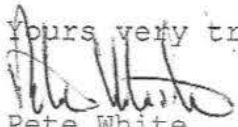
This letter sets forth the agreement that Pete White, Attorney at Law, will represent the Board of Directors of the Association of Central Oklahoma Governments (hereinafter referred to as ACOG) in connection with an investigation of Human Resources practices of ACOG and other matters as they become necessary.

My representation will be on the basis of an hourly rate of \$250.00 per hour with periodic billing, usually on a monthly basis. Billing will be done against an original retainer of \$5,000.00 to be paid by ACOG upon execution of this agreement. ACOG will be responsible for all costs and expenses incurred on its behalf, including copies and postage, and if the initial deposit is depleted, ACOG will pay for such additional costs and expenses when billed. All bills for services and costs shall be paid within thirty (30) days of billing.


ACOG has an absolute right to discharge Pete White from this representation agreement at any time. Likewise I reserve the right to withdraw from representing ACOG at any time or for any reason, subject to applicable court rules. Should such discharge or withdrawal occur, I expect to have the bill for services paid to the date of termination, as well as reimbursement of any expenses advanced at that point.

I do not make any promises or guarantees regarding the outcome of your matter, nor any time frame within which the matter will be resolved. However, I will provide my best efforts in representing The Board of Directors of the Association of Central Oklahoma Governments in this matter.

A signed copy of this letter signifies your agreement to the terms and conditions of representation of you as set forth above.

Yours very truly

Pete White
Attorney at Law

TERMS OF REPRESENTATION AS SET FORTH ABOVE ACCEPTED:



Jay Adams
Chairman, Board of Directors
Association of Central Oklahoma Governments



REVISED LETTER OF AGREEMENT

September 30, 2021

TO: ACOG Board of Directors

RE: **Association of Central Oklahoma Governments (herein referred to as ACOG)
General Counsel Letter of Agreement**

This Letter of Agreement constitutes the entire Agreement between the ACOG and Peter S. White, PC, 2200 Shadowlake Drive, Oklahoma City, OK 73159, hereinafter referred to as "WHITE".

ACOG agrees to pay an hourly fee of three hundred dollars (\$300) per hour for the following attorney services inclusive of but not limited to:

1. Serve as General Counsel to ACOG.
2. Attendance at ACOG and related entity meetings as directed by the Chair of ACOG.
3. Attendance at committee meetings as requested by the Chair of ACOG.
4. Availability for consultation with ACOG staff on ACOG related matters.
5. General supervision of tort claims and litigation involving or relating to ACOG being handled by outside counsel.
6. The term of this agreement is from July 1, 2021, to June 30, 2022, and is renewable upon mutual agreement of ACOG and WHITE from year to year. The Agreement may be cancelled by either party upon 45 days' notice.
7. The Agreement covers a maximum of forty-nine thousand, nine hundred ninety-nine dollars (\$49,999.00) for any fiscal year.
8. WHITE will not incur additional expenses unless agreed to by the Chair of ACOG, including, but not limited to:
 - a. Mileage to and from meetings outside of the ACOG service area.
 - b. Copies reimbursed at \$0.25 per page; and,
 - c. Postage reimbursed at the actual cost.

9. ACOG and WHITE specifically acknowledge that pursuant to 11O.S. § 8-115 (OSCN 2019) – “Professional Services for Local and State Government Pursuant to Contract or Retainer – Independent Contractors” this Agreement is not an employment agreement and does not establish a relationship of employer and employee between WHITE and ACOG, but defines a relationship between the parties wherein WHITE, its officers and employees are in fact an independent contractor of ACOG.

APPROVED BY:

Peter S. White P.C.

Steven J. Gentling, Chair
ACOG Board of Directors

Chair

Steven J. Gentling
Guthrie Mayor

Vice-Chair

Josh Moore
Edmond Councilmember

Secretary/Treasurer

Cathy Cummings
The Village 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

ATTACHMENT 6-B

SUBJECT:

CONSIDERATION OF ANNUAL COMPENSATION ADJUSTMENT FOR THE EXECUTIVE DIRECTOR AS RECOMMENDED BY THE ACOG EXECUTIVE COMMITTEE

OR

ENTER INTO EXECUTIVE SESSION TO DISCUSS CONFIDENTIAL INFORMATION RELATED TO THE REQUESTED ACTION AS AUTHORIZED BY 25 O.S. (2018 SUPP), SECTION 307 (B)(1)

DATE:

SEPTEMBER 30, 2021

FROM:

VICE-CHAIR JOSH MOORE

Edmond Councilmember

INFORMATION:

On August 31, 2021 the ACOG Executive Committee, which is comprised of the officers of the ACOG BOD, 9-1-1 ACOG BOD, ITPC, and the Garber Wellington Association, met to conduct an annual performance evaluation of Mark W. Sweeney, ACOG Executive Director (ED). The evaluation tool that was utilized by the Committee included an assessment of the following job factors: Relationship with the Boards; Management Skills and Abilities; Services to ACOG Cities, Towns and Counties; Fiscal Management; Personal and Professional Attributes; Community and Public Relations; and Effective Leadership of Organization. The Committee was provided a list of 2020-2021 ACOG Projects Completed or Initiated during the past 12 months. The review also included an in-depth discussion of 2021 - 2022 ACOG Goals and Objectives. (Refer to information on the following pages.)

Based on the performance evaluation results, the Executive Committee recommends that Mr. Sweeney's employment agreement be amended to include a 2 percent merit increase in his current base salary, along with a \$2,000 performance bonus award, and that his current automobile allowance be adjusted per month by a \$100 increase. These recommended compensation adjustments are within the parameters of the adopted FY 2022 ACOG Budget. Likewise, Mr. Sweeney is also receiving the budgeted 2 percent COLA.

ACTION REQUESTED:

Motion to approve the Executive Director's compensation package retroactive to September 1, 2021 and the resulting employment agreement changes as recommended by the Executive Committee.

OR

Enter into Executive Session to discuss confidential information related to the requested action as authorized by 25 O.S. (2018 Supp), Section 307 (B) (1)

**2020 - 2021
ACOG PROJECTS COMPLETED OR
INITIATED (8/31/20 - 8/31/21)**

- Initiated development of the Encompass 2045 Metropolitan Transportation Plan for the OCARTS area
- Revised ACOG Claims Payment Approval Process and Procedures
- Nearing completion on an Orientation Presentation & Handbook for newly designated Board members
- ACOG Legislative Initiatives:
 - Conducted two Board Legislative Discussion Forums (Sept. & Nov. 2020)
 - Surveyed Board members to establish Legislative Priorities
 - Coordinated Legislative agenda with OML, ACCO, OARC, the Greater Oklahoma City Chamber and key legislators
 - Organized and conducted Legislative Power Brunch and Presentation in January 2021
 - Registered Executive Director, Deputy Director, and Public Information Director as official Lobbyists on behalf of ACOG (Dec. 2020)
 - Updated the Board monthly on Legislative bills and activities, which resulted in a Final Legislative Report in May 2021
- Prepared amendments to the 9-1-1 ACOG Agreement and developed Bylaws for the 9-1-1 ACOG Board of Directors.
- Mission Critical Partners (MCP) Consultant Contract Deliverables – Next Generation 9-1-1 (NG9-1-1) Implementation Strategy for 9-1-1 ACOG:
 - Execution of Vendor Contracts and Project Initiation of NG9-1-1 Implementation
 - NGA 911 – Call Routing Solution
 - Solacom – Call Handling Solution
 - Implementation of NG9-1-1 Workforce Recommendations
 - 9-1-1 GIS Technician
 - 9-1-1 Systems Specialist II
 - 9-1-1 Education Coordinator
 - Selection of Updated Cyber-Security Service for NG9-1-1
 - Developed PSAP Operational Efficiency Study
 - Finalized Long-Term Funding Plan for NG9-1-1 Operations

2020 - 2021

ACOG PROJECTS COMPLETED OR INITIATED (Cont.)

(8/31/20 – 8/31/21)

- On-going coordination of the Cost of Nonattainment (CNA) Study for the Oklahoma City Metropolitan Area (Completion anticipated by Sept./Oct. 2021)
- Successfully applied for new Federal and State Grant Funding Sources
 - Rural Local Initiatives Support Corporation (LISC) Grant
 - Oklahoma Office of Workforce Development (OOWD) Sector Partnership Grant
 - Continuation of the Oklahoma Highway Safety Office (OHSO) Grant
- Implementation of the EDA CARES Act Supplemental Funding Recover Program (first year of a two-year funding cycle):
 - Updated the 2019 Comprehensive Economic Development Strategy (CEDS) for the Capital Area Economic Development District (CAPEDD) of Oklahoma to include a pandemic and resiliency plan.
 - Hired Additional Staff – Regional Disaster Economic Recovery Coordinator and Planning Assistant
 - Coordinated and launched the Community Economic Resiliency Initiative (CERI) Program that resulted in the selection of three cities – Harrah, Guthrie, and El Reno to receive planning consultant services from the OU Institute for Quality Communities (IQC). These services will provide each municipality with an opportunity to develop plans that model strategic investment, sustainable economic recovery, and long-term resiliency.
- Introduced Grant Writing and Administration Services for our member governments and other organizations within the region.
- Marketed MyGovernmentOnline software application to ACOG member governments that has the potential of reducing operating costs for our cities and counties while generating a new revenue source for ACOG.
- Managed the ACOG operational challenges and issues related to the COVID-19 pandemic.

2021 - 2022 ACOG GOALS AND OBJECTIVES

- Develop updated Bylaws for the ACOG Board of Directors (Possible Agreement Amendments as well)
- Complete and implement New Board and Policy Committee Members Orientation Presentation & Handbook (Sept. 9, 2021)
- ACOG Legislative Initiatives:
 - Conduct Two Board Legislative Discussion Forums (Oct. & Nov. 2021)
 - Provide Legislative Questionnaire to Board members prior to first Forum
 - Follow-up second Forum with Legislative Prioritization Survey to Board members
 - Coordinate Legislative Agenda with OML, ACCO, Greater OKC Chamber and Key Legislators
 - Present Finalized Legislative Agenda at the December 2021 Board meeting
 - Coordinate and conduct Annual Legislative Event in January 2022
 - Consider National Legislative Initiative (NARC or NADO Washington D.C. Conference)
- Mission Critical Partners (MCP) Contract Deliverables – Next Generation 9-1-1 (NG9-1-1):
 - Extension of MCP Consultant Services Contract (Dec. 2021 – Dec. 2022)
 - Complete Implementation of NG9-1-1 (Nov. 2021 – Jan. 2022):
 - NGA 911 – Call Routing Solution Vendor
 - Solacom – Call Handling Solution Vendor
 - Monitor Operations of NG9-1-1
 - Final Completion of NG 9-1-1 Workforce Recommendations:
 - 9-1-1 Programs Manager
 - Execute Updated Cyber-Security Service for NG9-1-1
 - Pursue Regional Efficiency Strategy
- Complete Cost of Nonattainment (CNA) Study for the OKC Metro Area (Sept./Oct. 2021)
- Continue EDA CARES Act Supplemental Funding Recovery Program Activities:
 - Implementation of Community Economic Resiliency Initiative (CERI) Program: IQC consultant services contract for planning demonstration sites in the Cities of Harrah, Guthrie, and El Reno. (Aug. 2021 – June 2022)
 - Conduct a CERI Program Results Symposium (May/June 2022)
 - Coordinate a Leadership Forum in partnership with Leadership OKC (Nov. 5, 2021)
 - Conduct 2-3 ACOG Regional Visioning Workshops (Feb. – April 2022)

2021 - 2022

ACOG GOALS AND OBJECTIVES (Cont.)

- Market ACOG Grant Services to member governments and other organizations within the region.
- Promote MyGovernmentOnline software applications with the goal of generating additional revenue for ACOG.
- Develop an ACOG Financial Sustainability Plan that provides options to reduce the frequent utilization of the General Fund Balance.
- Continue revision of ACOG Financial Policies:
 - Credit Card Policy
 - Travel Policy
- Complete Implementation of Updated Retirement Plan (Sept. 2021)
 - Transition from Principal and ICMA to Empower
 - Amended Retirement Plan Components
 - Provision of Financial Advisor Services
- Convene 2 or 3 meetings of the ACOG Building Review Committee to assess the long-term office needs, facility options, consultant services and related financial factors for the organization.