



ACOG BOARD OF DIRECTORS



Chair

Josh Moore

Edmond Councilmember

Vice-Chair

Brian Grider

Mustang Mayor

Secretary/Treasurer

Glenn Berglan

Goldsby Mayor

Executive Director

Mark W. Sweeney, AICP

AGENDA: THURSDAY
DECEMBER 15, 2022
1:45 P.M.

Association of Central Oklahoma Governments

4205 N. Lincoln Blvd. | Oklahoma City, OK 73105 | 405.234.2264 | acogok.org

THE ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS BOARD OF DIRECTORS (ACOG BOD) WILL HOLD A REGULAR MEETING ON THURSDAY, DECEMBER 15, AT ACOG IN THE OKLAHOMA BOARD ROOM, 4205 N. LINCOLN BLVD., OKLAHOMA CITY, OKLAHOMA.

Please notify ACOG at 405.234.2264 (TDD/TTY Call 711 Statewide or email title.vi@acogok.org) by 5 p.m. Monday, December 12, 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 NOVEMBER 17, 2022 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 – November 2022 Claims: Deborah Cook, CPA, Finance Director ([ATTACHMENT 5-A](#)) *Action requested.*
- B. Regional Clearinghouse Review and Comment Report: John Harrington, Water Resources Director ([ATTACHMENT 5-B](#)) *Action requested.*

END OF CONSENT DOCKET

6. REGULAR AGENDA ITEMS THAT MAY REQUIRE ACOG BOD ACTION:

- A. Report on NOW CFO Agreement for Finance and Accounting Services: Mark W. Sweeney, AICP, Executive Director ([ATTACHMENT 6-A](#)) *For information only.*
- B. Regional Visioning Summary – ACOG Board Retreat: Mark W. Sweeney, AICP, Executive Director ([ATTACHMENT 6-B](#)) *For information only.*
- C. 2023 ACOG Legislative Priorities Agenda – ACOG Board Retreat: Rachel Meinke, Public Information Director ([ATTACHMENT 6-C](#)) *For information only.*

7. NEW BUSINESS

8. ADJOURN

NEXT MEETING:

Thursday, January 26, 2023, at 1:45 p.m.

ATTACHMENT 1

ACOG BOARD OF DIRECTORS

CITY/ORGANIZATION	MEMBERS	ALTERNATES
BETHANY (9)	Hon. Nikki Lloyd Mayor	Hon. Chris Powell Vice-Mayor
		Hon. Kathy Larsen Councilmember
CALUMET (1)	Hon. Terry Brungardt Trustee	Hon. Michael Snyder Trustee
CEDAR VALLEY (1)	Hon. Tom Trello Vice-Mayor	Hon. Jerry Cole Trustee
CHOCTAW (5)	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 Vice-Mayor
		Hon. Michael Dean Councilmember
EDMOND (33)	Hon. Josh Moore Councilmember	Hon. Darrell Davis Mayor
EL RENO (7)	Hon. Matt White Mayor	Hon. Steve Jensen Councilmember
FOREST PARK (1)	No Designee	Vacant
GEARY (1)	No Designee	Hon. Bobby Allen Mayor
GOLDSBY (2)	Hon. Glenn Berglan Mayor	Hon. Russ McReynolds Vice Mayor
GUTHRIE (5)	Hon. Steven J. Gentling Mayor	Hon. Jeff Taylor Councilmember
HARRAH (3)	Hon. Tim Rudek Councilmember	Hon. Chris Lally 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 (24)	Hon. Matt Dukes Mayor	Hon. Pat Byrne Vice-Mayor
		Hon. Rick Favors Councilmember
MOORE (26)	Hon. Mark Hamm Councilmember	Hon. Glenn Lewis Mayor
		Any Moore Councilmember
MUSTANG (8)	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. George Schmerer Councilmember
NORMAN (38)	Hon. Larry Heikkila Mayor	Hon. Stephen Holman Councilmember
OKARCHE (1)	Hon. Jeff Brueggen Trustee	Hon. Jeff Sadler Trustee
OKLAHOMA CITY (117)	Hon. Todd Stone Councilmember	Any Oklahoma City Councilmember
PIEDMONT (3)	No Designee	Hon. Melissa Ashford Councilmember
		Hon. Austin Redus Councilmember
SLAUGHTERVILLE (2)	Hon. John Koehler Trustee	Hon. Eugene Dicksion Mayor

ACOG BOARD OF DIRECTORS (Cont.)

CITY/ORGANIZATION	MEMBERS	ALTERNATES
SPENCER (2)	Hon. Frank Calvin Mayor	Hon. Charmin Williams Vice Mayor
THE VILLAGE (4)	Hon. Sonny Wilkinson Mayor	Hon. Wynter Griffis Vice-Mayor
		Hon. Sean Cummings Councilmember
TUTTLE (3)	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 (10)	Hon. Shelli Selby Mayor	Hon. Jeff Wootton Vice-Mayor
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



SUBJECT:

MINUTES OF THE ACOG BOARD OF DIRECTORS MEETING

DATE:

NOVEMBER 17, 2022

A regular meeting of the Association of Central Oklahoma Governments Board of Directors was convened at 2:08 p.m. Thursday, November 17, 2022, at Association of Central Oklahoma Governments (ACOG) in the Oklahoma Board Room, 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 CHAIR

Hon. Josh Moore, Councilmember

ENTITY

Edmond

BOARD MEMBERS PRESENT

Hon. Nikki Lloyd, Mayor
Hon. Terry Brungardt, Trustee
Hon. Chad Williams, Councilmember
Hon. Glenn Berglan, Mayor
Hon. Tim Rudek, Councilmember
Hon. Terry Arps, Mayor
Hon. Matt Dukes, Mayor
Hon. Brian Grider, Mayor
Hon. Phil Freeman, Mayor
Hon. Stephen Holman, Councilmember
Hon. Todd Stone, Councilmember
Hon. John Koehler, Trustee
Hon. Mary Smith, Vice-Mayor
Hon. Rod Cleveland, Commissioner
Hon. Carrie Blumert, Commissioner

Bethany
Calumet
Choctaw
Goldsby
Harrah
Luther
Midwest City
Mustang
Noble
Norman
Oklahoma City
Slaughterville
Tuttle
Cleveland County
Oklahoma County

BOARD MEMBERS ABSENT

Hon. Tom Trello, Vice-Mayor
Hon. Jim Neal, Councilmember
Hon. Floyd Eason, Mayor
Hon. Matt White, Mayor
No Designee
Hon. Bobby Allen, Mayor
Hon. Steven J. Gentling, Mayor
Hon. Ray Poland, Mayor
Hon. John Kenney, Mayor
Hon. Magnus Scott, Trustee
Hon. Mike Donovan, Councilmember
Hon. Ronald Dumas, Mayor
Hon. Mark Hamm, Councilmember
Hon. Peter Hoffman, Mayor
Hon. Mark Cochell, Mayor
Hon. Jeff Brueggen, Trustee
Hon. Melissa Ashford, Councilmember
Hon. Frank Calvin, Mayor

Cedar Valley
Crescent
Del City
El Reno
Forest Park
Geary
Guthrie
Jones City
Lake Aluma
Langston City
Lexington
Meridian
Moore
Nichols Hills
Nicoma Park
Okarche
Piedmont
Spencer

BOARD MEMBERS ABSENT (Cont.)

Hon. Sonny Wilkinson, Mayor
 Hon. Charlie Ross, Vice-Mayor/Trustee
 No Designee
 Hon. Jim Mickley, Mayor
 Hon. Shelli Selby, Mayor
 Hon. Marc Hader, Commissioner
 Hon. Kody Ellis, Commissioner

ENTITY

The Village
 Union City
 Valley Brook
 Warr Acres
 Yukon
 Canadian County
 Logan County

ASSOCIATE MEMBER ABSENT

No Designee

Tinker Air Force Base

GUESTS PRESENT

Pete White, Attorney
 Jerry Steward, Attorney
 Stephen Frosch, representing Jones City for REAP

ACOG Legal Counsel
 Assistant to ACOG Legal Counsel
 ESC Engineering

ACOG STAFF

Mark W. Sweeney
 John M. Sharp
 Deborah Cook
 Jennifer Sebesta
 Christopher Bluth
 Beverly Garner
 James Smith

POSITION

Executive Director
 Deputy Director
 Finance Director
 Transportation Planning Services Div. Mgr.
 Community & Economic Development Mgr.
 Executive Assistant
 IT Operations Specialist I

MINUTES

1. CALL TO ORDER

Presiding Chair Josh Moore called the meeting to order at 2:08 p.m. A quorum was present.

2. APPROVAL OF MINUTES - OCTOBER 27, 2022

Director Glenn Berglan made a motion to approve the October 27, 2022 minutes of the ACOG Board of Directors meeting. Director Tim Rudek seconded the motion. The motion carried unanimously.

3. COMMUNICATIONS**A. CHAIRPERSON'S REPORT**

Chair Josh Moore wished everyone a Happy Thanksgiving.

B. EXECUTIVE DIRECTOR'S REPORT

Mark W. Sweeney presented the following information:

1) U.S. Economic Development Administration (EDA) Planning Grant

On November 4, ACOG staff submitted a three (3) year Partnership Planning Grant in the amount of \$210,000 with the EDA. This grant requires a 50/50 match of \$210,000 in local funds. This grant, which we anticipate being awarded, will primarily support our economic development efforts, including promoting and writing EDA grants in-house for our member governments and coordinating the marketing and implementation of our updated Comprehensive Economic Development Strategy (CEDS) for the four-county Capital Area Economic Development District (CAPEDD) region. This also provides

funding for the three Community & Economic Development (CED) staff positions, which includes Christopher Bluth, Jody King, and Maria DeLoera.

2) ACOG Building Review Committee

This is a reminder that the ACOG Building Review Committee (BRC) will be meeting at 2:30 p.m. on Tuesday, November 29, in the Cleveland Conference Room. The Committee will continue evaluating our long-term office space needs and assessing whether ACOG continues to lease space, purchase property to build a new building, acquire an existing structure to renovate, or pursue a lease to buy arrangement. All will require an assessment of ACOG's financial capacity to implement these options. The designated members of the Committee are Josh Moore of Edmond, Todd Stone of Oklahoma City, Ray Poland of the Town of Jones City, and Rod Cleveland of Cleveland County.

3) ACOG Board Retreat - Regional Visioning and Legislative Priorities Agenda

At the December 15 Board meeting, ACOG staff will be providing a follow-up presentation on the results of the Regional Visioning Exercise and the 2023 ACOG Legislative Priorities Agenda from the October 12 Board Retreat. Remember, if you did not get an opportunity to attend the Retreat, you will get the chance at the December meeting to contribute ideas to both areas of discussion for our region.

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 – October 2022 Claims: Deborah Cook, CPA, Finance Director *Action requested.*
- B. ACOG Metropolitan Planning Organization Policy Committee (MPO PC) Report: John Sharp, Deputy Director *Action requested.*
- C. Extension Request for Rural Economic Action Plan (REAP) Grant Recipient – Town of Jones City: Christopher Bluth, Community & Economic Development Manager *Action requested.*
- D. Extension Request for Rural Economic Action Plan (REAP) Grant Recipient – Town of Langston City: Christopher Bluth, Community & Economic Development Manager *Action requested.*

Director John Koehler made a motion that all items under the Consent Docket be approved in one vote. Director Nikki Lloyd seconded the motion. The motion carried unanimously.

6. REGULAR AGENDA ITEMS THAT MAY REQUIRE ACOG BOD ACTION

- A. Adoption of the Regular Scheduled Meetings for Calendar Year (CY) 2023

Mark W. Sweeney presented the proposed CY 2023 regular scheduled meetings for the ACOG MPO Policy Committee, the ACOG Board of Directors, and the Garber-Wellington Association Policy Committee. Director Glenn Berglan moved to adopt the staff recommended CY 2023 regular scheduled meetings as submitted. Director Tim Rudek seconded the motion. The motion carried unanimously.

B. Renewal of the Watch for Me OK Services Agreement with Anglin Public Relations (PR)

John Sharp highlighted the information as detailed in the agenda memorandum. He said ACOG staff is requesting to renew the service agreement with Anglin PR to continue supporting the Watch for Me OK safety campaign at a total cost not to exceed \$97,000, which is funded with 100 percent federal funds through the Oklahoma Highway Safety Office Safety Grant.

Director Terry Arps asked, from the time Watch for Me OK was instituted until today, has there been any metric observed that it has been effective at preventing accidents. Mr. Sharp said he does not have numbers at this point. ACOG generally does not have a lot of money to do marketing on TV, radio, etc. Watch for Me OK allows us to reach out a little further than ACOG normally can. He said that bringing attention through Watch for Me OK helps with our outreach. What ACOG does each year is measure crashes, fatalities, near fatalities, and accidents around our metro area. Those measures will be presented to the Board in the spring and numbers will be given over time.

Director Chad Williams moved to authorize the Executive Director to negotiate and execute a renewal of the agreement with Anglin PR to provide services and continue support for ACOG's Watch for Me OK bicycle and pedestrian safety campaign, at a total cost not to exceed \$97,000 for 12 months. Director Terry Brungardt seconded the motion. The motion carried unanimously.

C. Selection of the 2023 Rural Economic Action Plan (REAP) Projects

Christopher Bluth said today ACOG is announcing the selection of 2023 REAP grant projects for approval by the Board, which can be viewed at: <https://www.acogok.org/wp-content/uploads/2022/11/Selected-2023-REAP-Grant-Projects.pdf>.

Mr. Bluth highlighted the information as detailed in the agenda memorandum as he gave the following presentation: <https://www.acogok.org/wp-content/uploads/2022/11/2023-REAP-Selection-Presentation-FINAL.pdf>.

Mr. Bluth said upon approval of this list by the ACOG Board of Directors, ACOG will then send the list to the Oklahoma Department of Commerce (ODOC) for their approval of these selected projects. Upon ODOC authorization, ACOG will send out to all the awarded entities the Notice of Award Contracts, and then Notices to Proceed around December and January.

Mr. Sweeney said a very important point to remember as ACOG reports this back to the Legislature is that we have distributed the money in a diverse way by effectively getting the money out there. That is a key factor to convince the legislature not to pull back on this program in the next several sessions. ACOG will have to protect and defend our territory, as this is the first time we did not have to share a pot of money with INCOG. ACOG received its own separate amount, just like all the other COGs. That has never happened before. This is a stellar distribution of funds that really helps our rural communities.

Director Matt Dukes suggested sending thank you letters to the legislators who helped ACOG receive this funding, telling them what was done with the money and what it means to our rural communities. Mr. Sweeney said yes, someone else had shared that same idea with ACOG and that will be done. That is a great line of communication with the legislators, showing that we appreciate their hard work of supporting us in this process and what it means to their constituents. Another suggestion was to invite them to ribbon cuttings, ground breakings, etc.

The question was asked if ACOG is expecting this amount of money to continue. Mr. Sweeney said yes, as long as the legislature does not decide to take it back.

Director Rod Cleveland moved to adopt and fund 2023 REAP projects, as recommended by ACOG staff. Director Chad Williams seconded the motion. The motion carried unanimously.

7. NEW BUSINESS

Chair Josh Moore asked if there was any new business to be presented. No new business was presented.

8. ADJOURN

There being no further business, the meeting was adjourned at 2:32 p.m.

ADOPTED THIS 15TH DAY OF DECEMBER 2022.

CHAIRMAN

SECRETARY/TREASURER

CONSENT DOCKET



SUBJECT:

FINANCE REPORT - NOVEMBER 2022 CLAIMS

DATE:

DECEMBER 15, 2022

FROM:

DEBORAH COOK, CPA

Finance Director

INFORMATION:

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

ACTION REQUESTED:

Motion to ratify payment of all claims paid during the month of November 2022.

In accordance with the revised claims process, this list of claims paid in November 2022 is offered for the Board of Directors to ratify.

Addison Group <i>(Temporary Labor)</i>	939.60
AT&T Mobility <i>(Telephone - 9-1-1 - \$82.46)</i>	82.46
Bill Warren Office Products <i>(Supplies)</i>	1,841.50
Chase Card Services <i>(Supplies, Development)</i>	11,233.87
Dell Marketing LP <i>(Equipment)</i>	1,546.37
Ecointeractive, Inc. (2 months) <i>(Software)</i>	12,226.00
Electradigital <i>(Internet)</i>	1,538.08
First Choice Coffee Service <i>(Supplies)</i>	362.95
Gatehouse Media OK Holdings, Inc <i>(Public Notice)</i>	45.60
Gonul, Kristin <i>(Mileage - 9-1-1)</i>	156.25
Journal Record <i>(Subscription)</i>	249.00

November 2022 Claims (Cont.)

Lindenmeyr Munroe <i>(Supplies)</i>	85.38
Mudd Print & Promo <i>(Printing)</i>	282.00
National Cowboy & Western Heritage Museum <i>(Legislative Priorities)</i>	312.50
Nobel Systems, Inc. <i>(Repairs and Maintenance)</i>	1,953.00
Nuso, LLC <i>(Telephone)</i>	372.07
Oklahoma County Public Building Authority <i>(Office Rent)</i>	19,956.02
Peak Uptime <i>(Repairs & Maintenance)</i>	2,597.46
Pendergraft, Art <i>(Consultant - UPWP)</i>	5,833.00
Penna, Giovanni <i>(Mileage - 9-1-1)</i>	89.27
R.K. Black <i>(Shredding)</i>	60.00
Rackspace <i>(Hosting Fee - 9-1-1)</i>	28.90

November 2022 Claims (Cont.)

ROK Global Applications Group, LLC <i>(Hosting - 9-1-1 \$1,398.26)</i>	3,920.00
The Sanborn Map Co, Inc <i>(Supplies - Aerial Photos 9-1-1)</i>	574.00
Scout Benefits Group LLC <i>(FSA Benefits Administration)</i>	75.00
Standley Systems <i>(Supplies)</i>	1,034.27
Total Compliance Connection, LLC <i>(HR Consultant)</i>	850.00
Verizon Wireless <i>(Telephone, Internet)</i>	173.01
TOTAL NOVEMBER CLAIMS	<u><u>\$ 68,417.56</u></u>

ATTEST

CHAIR

SECRETARY/TREASURER

ACOG CASH STATUS REPORT

FOR THE MONTH ENDED NOVEMBER 30, 2022

	<u>CHASE OPERATING</u>	<u>CHASE SAVINGS</u>	<u>TOTAL</u>
Beginning Balance			
<i>November 1, 2022</i>			
Cash	\$ 1,740,464.36	\$ 618,072.60	\$ 2,358,536.96
Petty Cash	421.58	-	421.58
Total Beginning Balance	<u>\$ 1,740,885.94</u>	<u>\$ 618,072.60</u>	<u>\$ 2,358,958.54</u>
 Cash Receipts			
Grants & Contracts	\$ 31,360.21	\$ -	\$ 31,360.21
Memberships	-	-	-
Transfers of Funds-	-	-	-
Interest/Dividend Earned	-	25.22	25.22
Miscellaneous-	6,070.00	-	6,070.00
Petty Cash - Replishment	-	-	-
Total Cash Receipts	<u>\$ 37,430.21</u>	<u>\$ 25.22</u>	<u>\$ 37,455.43</u>
 Cash Disbursements			
Personnel Cost	\$ 258,710.61	\$ -	\$ 258,710.61
(detail next page)	-	-	-
Bank Service Charges	-	-	-
Investment Sweep Fee	-	-	-
Transfer of Funds	-	-	-
Claims Expenditures:	68,417.56	-	68,417.56
(detail next page)	-	-	-
Miscellaneous-	-	-	-
Petty Cash - supplies	10.00	-	10.00
Total Cash Disbursements	<u>\$ 327,138.17</u>	<u>\$ -</u>	<u>\$ 327,138.17</u>
 <i>November 30, 2022</i>			-
Cash	\$ 1,450,766.40	\$ 618,097.82	\$ 2,068,864.22
Petty Cash	411.58	-	411.58
Total Ending Balance	<u>\$ 1,451,177.98</u>	<u>\$ 618,097.82</u>	<u>\$ 2,069,275.80</u>

SCHEDULE OF GENERAL OPERATING EXPENSES FOR THE MONTH ENDED NOVEMBER 30, 2022

Personnel Cost:

Salaries	145,865.01
Payroll Taxes	64,514.15
Payroll Processing Fees	880.52
Group Health & Life Insurance	20,874.82
Pension Contribution & Expense	22,533.39
EBC Flex Plan Contributions	3,852.72
Garnishments	-
United Way Contributions	190.00

Total Operating Personnel Expenditures \$ 258,710.61

Claims Expenditures:

Accounting and Auditing	-
Contract Personnel	-
Copiers	1,034.27
Credit Card	11,233.87
Development and Recruitment	-
Equipment & Furniture	3,617.46
Equipment Rental	-
Insurance	-
Internet Service	5,607.01
Legal	-
Maintenance & Repair - Equipment	4,224.37
Maintenance & Repair - Software	-
Mileage	156.25
Miscellaneous-Legislative Regional Visioning	-
Office Cleaning	-
Office Rent	19,956.02
Office Leasehold Improvements	-
Penalties	-
Postage	-
Printing	282.00
Professional Dues	-
Projects -911	-
Projects -CMAQ	-
Projects - CERI Conference	312.50
Projects-NonAttainment Studies Cost	-
Projects - REAP	-
Projects - Traffic Counts	-
Public Education -	-
Public Notice/Advertising	45.60
Publications & Subscriptions	249.00
Sect 125 Plan Administration	75.00
Subcontracts/Consultants	6,683.00
Supplies	1,178.83
Supplies - Software	12,226.00
Telephone	507.51
Temporary Labor	939.60
Travel	89.27
Vehicle Expense	-

Total Claims Expenditures: \$ 68,417.56



SUBJECT:

REGIONAL CLEARINGHOUSE REVIEW AND COMMENT REPORT

DATE:

DECEMBER 15, 2022

FROM:

JOHN HARRINGTON
Water Resources Director

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 applicant and [can be viewed at this link](#).

Agency Applicant: Oklahoma City Planning Department
Project Location: Oklahoma City
Date Reviewed: November 15, 2022
Project Review Request: ID#K152201 - C-7505 Final Plat of The Community at Surrey Plaza

Agency Applicant: Oklahoma City Planning Department
Project Location: Oklahoma City
Date Reviewed: November 15, 2022
Project Review Request: ID#K152202 - C-7506 Final Plat of Pratt & Whitney Sustainment Center

Agency Applicant: Oklahoma City Planning Department
Project Location: Oklahoma City
Date Reviewed: November 15, 2022
Project Review Request: ID#K152203 - C-7507 Final Plat of The Brook Phase IV

Agency Applicant: Oklahoma City Planning Department
Project Location: Oklahoma City
Date Reviewed: November 15, 2022
Project Review Request: ID#K152204 - C-7508 Preliminary Plat of Somerset

Agency Applicant: Oklahoma City Planning Department
Project Location: Oklahoma City
Date Reviewed: November 15, 2022
Project Review Request: ID#K152205 - C-7510 Final Plat of Village Place Townhomes Section I



Agency Applicant: Oklahoma City Planning Department
Project Location: Oklahoma City
Date Reviewed: November 15, 2022
Project Review Request: ID#K152206 - C-7509 Preliminary Plat of Bella Rose

Agency Applicant: Oklahoma City Planning Department
Project Location: Oklahoma City
Date Reviewed: November 15, 2022
Project Review Request: ID#K152207 - VP-3 Adam Singer

Agency Applicant: Oklahoma City Planning Department
Project Location: Oklahoma City
Date Reviewed: November 15, 2022
Project Review Request: ID#K152208 - PC-10853 Redistricting

Agency Applicant: Oklahoma City Planning Department
Project Location: Oklahoma City
Date Reviewed: November 15, 2022
Project Review Request: ID#K152209 - PC-10854 Redistricting

Agency Applicant: Oklahoma City Planning Department
Project Location: Oklahoma City
Date Reviewed: November 15, 2022
Project Review Request: ID#K152210 - PC-10855 Redistricting

Agency Applicant: Oklahoma City Planning Department
Project Location: Oklahoma City
Date Reviewed: November 15, 2022
Project Review Request: ID#K152211 - PUD-1918 Planned Unit Development District

Agency Applicant: Oklahoma City Planning Department
Project Location: Oklahoma City
Date Reviewed: November 15, 2022
Project Review Request: ID#K152212 - PUD-1919 Planned Unit Development District

Agency Applicant: Oklahoma City Planning Department
Project Location: Oklahoma City
Date Reviewed: November 15, 2022
Project Review Request: ID#K152213 - PUD-1920 Planned Unit Development District

Agency Applicant: Oklahoma City Planning Department
Project Location: Oklahoma City
Date Reviewed: November 15, 2022
Project Review Request: ID#K152214 - PUD-1921 Planned Unit Development District



Agency Applicant: Oklahoma City Planning Department
Project Location: Oklahoma City
Date Reviewed: November 15, 2022
Project Review Request: ID#K152215 - SP-570 Special Permit

Agency Applicant: Oklahoma City Planning Department
Project Location: Oklahoma City
Date Reviewed: November 15, 2022
Project Review Request: ID#K152216 - SPUD-1472 Simplified Planned Unit Development District

Agency Applicant: Oklahoma City Planning Department
Project Location: Oklahoma City
Date Reviewed: November 15, 2022
Project Review Request: ID#K152217 - SPUD-1473 Simplified Planned Unit Development District

Agency Applicant: Oklahoma City Planning Department
Project Location: Oklahoma City
Date Reviewed: November 15, 2022
Project Review Request: ID#K152218 - SPUD-1474 Simplified Planned Unit Development District

Agency Applicant: Oklahoma City Planning Department
Project Location: Oklahoma City
Date Reviewed: November 15, 2022
Project Review Request: ID#K152219 - SPUD-1477 Simplified Planned Unit Development District

Agency Applicant: Oklahoma City Planning Department
Project Location: Oklahoma City
Date Reviewed: November 15, 2022
Project Review Request: ID#K152220 - SPUD-1478 Simplified Planned Unit Development District

Agency Applicant: Oklahoma City Planning Department
Project Location: Oklahoma City
Date Reviewed: November 15, 2022
Project Review Request: ID#K152221 - SPUD-1479 Simplified Planned Unit Development District

Agency Applicant: Oklahoma City Planning Department
Project Location: Oklahoma City
Date Reviewed: November 15, 2022
Project Review Request: ID#K152222 - SPUD-1480 Simplified Planned Unit Development District



Agency Applicant: Oklahoma City Planning Department
Project Location: Oklahoma City
Date Reviewed: November 15, 2022
Project Review Request: ID#K152223 - PUD-1922 Planned Unit Development District

Agency Applicant: Oklahoma Department of Environmental Quality
Project Location: Ottawa County
Date Reviewed: November 22, 2022
Project Review Request: ID#K222201 - Tar Creek Blood Lead Testing

ACTION REQUESTED:

Motion to concur with staff assessment of submitted projects.

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



SUBJECT:

REPORT ON NOW CFO AGREEMENT FOR FINANCE AND ACCOUNTING SERVICES

DATE:

DECEMBER 15, 2022

FROM:

MARK W. SWEENEY, AICP
Executive Director

INFORMATION:

ACOG, along with several other councils of governments, has experienced a significant backlog of financial work that began during the COVID-19 pandemic and has grown exponentially over the past year due in part to audit service delays, staffing shortages/changes, and new regulations or unfunded mandates from both state and federal agencies.

In October 2021, fieldwork began on ACOG's FY 21 audit with an entirely new team of auditors. This required Finance staff to spend much more time explaining things. In late October 2021, ACOG's Chief Accountant, who was also the Procurement Administrator, resigned to take another position. Following her departure, this critical staff position was vacant for four months. During this time, the auditors expanded their audit selections, which required more time from fewer people.

In March 2022, a person was hired to fill the re-titled position of Accountant II/Procurement Administrator. The training process for this new employee, which was anticipated to be slow, has gone even slower, partially because of the limited availability of the Finance Director to provide training due to such time-consuming projects as the annual budget, audit, and grant budget amendments.

Other issues contributing to the Finance backlog include the transition from paying claims monthly to paying them biweekly, problems with reconciling Amazon credit card orders, new requirements from ODOT concerning FTA grant reporting, that have yet to be clarified, as well as the addition of new grants and programs.

After the FY 2021 audited financial statements were completed and filed with the Federal Audit Clearinghouse by the COVID extended deadline of 09/30/21, ACOG discussed options with its auditor concerning types of assistance possible to aid ACOG in catching up with the FY 2022 processing without affecting their independence as the auditor. Their ultimate recommendation was to outsource some of ACOG's accounting functions. They had discussions with four firms that they recommended ACOG contact. After making such contacts, ACOG was only able to obtain a proposal from one firm, NOW CFO.

After developing a scope of work to address the current backlog of work and to be able to meet the FY 2022 audit deadline of March 1, 2023, ACOG staff then proceeded to enter into an agreement with NOW CFO to provide financial and accounting services from December 7, 2022, to January 30, 2023, with total fees billed to ACOG not to exceed \$49,999.

ACTION REQUESTED:

For information only.



SUBJECT:

REGIONAL VISIONING SUMMARY – ACOG BOARD RETREAT

DATE:

DECEMBER 15, 2022

FROM:

MARK W. SWEENEY, AICP
Executive Director

INFORMATION:

At the December 15 Board meeting, ACOG staff will provide a follow-up presentation on the results of the Regional Visioning Session from the October 12 ACOG Board Retreat that was held at the National Cowboy & Western Heritage Museum.

Based on the feedback we have received, ACOG's first Board Retreat was a successful event. A total of 23 Board members, 4 guests, and 12 staff members attended the event. The program entailed regional visioning/brainstorming, an informative lunch time speaker – Luke Martin of Capital Plus Consultants, and state legislative agenda discussion followed by a survey ranking of priorities for the next legislative session. The Retreat also enhanced communications between member governments while creating a team building spirit among Board Directors.

The Regional Visioning Summary that will be presented entails the following selected discussion categories:

- Environmental and Resource Stewardship
- Sustainable Growth, Quality Places, and Efficient Services
- Efficient Mobility Options
- ACOG – Servant Leadership Model

Remember, if you were unable to attend the Retreat, you will still get the opportunity to contribute your ideas to this ongoing Regional Visioning dialogue at the December meeting before it is completed as a final report.

ACTION REQUESTED:

For information only.



SUBJECT:

2023 ACOG LEGISLATIVE PRIORITIES AGENDA - ACOG BOARD RETREAT

DATE:

DECEMBER 15, 2022

FROM:

RACHEL MEINKE

Public Information Director

INFORMATION:

In 2018, ACOG held its first Board of Directors Legislative Forum. This brainstorming session, along with a follow-up meeting and concluding with an online ranking survey, helped shape ACOG's Legislative Priorities. These priorities were then presented to Central Oklahoma Legislators at the first ACOG Legislative Power Brunch in January 2019.

This year, instead of conducting two Legislative Forums in the fall as was done in the past, ACOG staff decided to take a different approach and have one Legislative Forum as part of the first ACOG Board of Directors Retreat held on October 12, 2022.

During the Legislative Priorities session of the Retreat, Board members discussed bills that were either supported by or opposed by ACOG in the previous session. Any additional needs or concerns were also considered and added to the priorities list. Board members then ranked their priorities during the session by category (911 & Public Safety, Transportation, Air Quality & Clean Cities, Community & Economic Development, and Other Relevant Issues) by using an online survey tool - Mentimeter.

Those rankings, along with additional research completed by ACOG staff, will be presented at the December Board meeting. These identified Legislative Agenda Priorities will be updated and expanded based on bills that will be filed by Legislators before the January 19, 2023, deadline.

ACTION REQUESTED:

For information only.