

ACOG BOARD OF DIRECTORS

Chair

Brian Grider
Mustang Mayor

Vice-Chair

Glenn Berglan
Goldsby Trustee

Secretary/Treasurer

Shelli Selby
Yukon Mayor

Executive Director

Mark W. Sweeney, AICP

AGENDA: THURSDAY
SEPTEMBER 28, 2023
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, SEPTEMBER 28, 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, September 25, 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 31, 2023 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 2023 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.*
- C. ACOG Metropolitan Planning Organization Policy Committee (MPO PC) Report: John Sharp, Deputy Director ([ATTACHMENT 5-C](#)) *Action requested.*

END OF CONSENT DOCKET

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

- A. Consideration of the Renewal of the ACOG General Counsel Contract for Legal Services: 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): Chair Brian Grider, Mustang Mayor ([ATTACHMENT 6-B](#)) *Action requested.*
- C. Authorization to Extend Agreement with Ecointeractive, LLC: Jennifer Sebesta, Transportation Planning Services (TPS) Division Manager ([ATTACHMENT 6-C](#)) *Action requested.*

- D. Selection of Regional Safety Action Plan Consultant and Contract Authorization: Hannah Nolen, AICP, Mobility & Planning Manager ([ATTACHMENT 6-D](#)) *Action requested.*
- E. Central Oklahoma: Through My Lens – Photo Contest Winners: Rachel Meinke, Public Information Director ([ATTACHMENT 6-E](#)) *For information only.*
- F. Central Oklahoma State & Federal Legislative Forum - Tuesday, October 10, at 10 a.m. at the Renaissance Waterford Hotel: Mark W. Sweeney, AICP, Executive Director *For information only.*

7. NEW BUSINESS

8. ADJOURN

NEXT MEETING:

Thursday, October 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. Cody Brewer Councilmember	Hon. Chad Allcox Mayor
CRESCENT (1)	Hon. Jim Neal Councilmember	Hon. Greg Cummings Mayor
DEL CITY (9)	Hon. Floyd Eason Mayor	Hon. Pam Finch Vice-Mayor
		Hon. Claudia Browne Councilmember
EDMOND (33)	Hon. Darrell A. Davis Mayor	Hon. Barry K. Moore Councilmember
EL RENO (7)	Hon. Amy Neathery Councilmember	Hon. David Black Vice-Mayor
		Hon. Steve Jensen Mayor
FOREST PARK (1)	Hon. Rashanna Baker Trustee	Hon. Stephen Miller Trustee
		Hon. George H. Smith Mayor
GEARY (1)	No Designee	Hon. Bobby Allen Mayor
GOLDSBY (2)	Hon. Glenn Berglan Trustee	Hon. Darrell Ingram Vice-Mayor
GUTHRIE (5)	Hon. Steven J. Gentling Mayor	Hon. Adam Ropp Councilmember
HARRAH (3)	Hon. Tim Rudek Councilmember	Hon. Jeff Brzozowski Councilmember
JONES CITY (2)	Hon. Missy Wilkinson Mayor	Hon. Chris Calvert Trustee
LAKE ALUMA (1)	Hon. John Kenney Mayor	Hon. Tom Steiner Trustee
LANGSTON CITY (1)	No Designee	Hon. Magnus Scott 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	Vacant
		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 (9)	Hon. Brian Grider Mayor	Hon. James Wald Councilmember
NICHOLS HILLS (2)	Hon. Peter Hoffman Councilmember	Hon. Sody Clements Vice-Mayor
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 (118)	Hon. Matt Hinkle Councilmember	Any Oklahoma City Councilmember
PIEDMONT (4)	Hon. Rob Jones Councilmember	Hon. Byron Schlomach Councilmember
		Hon. Ryan Aller Councilmember
SLAUGHTERVILLE (2)	Hon. Leah Grady Trustee	Hon. Eugene Dicksion Trustee

ACOG BOARD OF DIRECTORS (Cont.)

CITY/ORGANIZATION	MEMBERS	ALTERNATES
SPENCER (2)	Hon. Frank Calvin Mayor	Hon. Charmin Williams Vice Mayor
THE VILLAGE (4)	Hon. David Bennett Councilmember	Hon. Sean Cummings Vice-Mayor
		Hon. Melodie Moore Councilmember
TUTTLE (4)	Hon. Trey Buck Councilmember	Hon. Larry Watson Councilmember
UNION CITY (1)	Hon. Pat Derosa Trustee	Hon. Keith Dennis Trustee
		Hon. Ryan Dawson Vice-Mayor
WARR ACRES (5)	Hon. Roger Godwin Mayor	Hon. Mike Schmidt Vice-Mayor
		Hon. Vickie Douglas Councilmember
YUKON (10)	Hon. Shelli Selby Mayor	Hon. Jeff Wootton Vice-Mayor
CANADIAN COUNTY (2)	Hon. Tomas Manske Commissioner	Hon. David Anderson Commissioner
		Hon. Tracey Rider Commissioner
CLEVELAND COUNTY (2)	Hon. Rod Cleveland Commissioner	Hon. Rusty Grissom Commissioner
LOGAN COUNTY (2)	Hon. Mark Sharpton Commissioner	Hon. Charlie Meadows Commissioner
		Hon. Monty Piearcy Commissioner
OKLAHOMA COUNTY (2)	Hon. Carrie Blumert Commissioner	Hon. Myles Davidson Commissioner
		Hon. Brian Maughan Commissioner
TINKER AIR FORCE BASE (Associate Member)	Stephanie Wilson Base Civil Engineer	Brad Beam Deputy Base Civil Engineer



ATTACHMENT 2

SUBJECT:

MINUTES OF THE ACOG BOARD OF DIRECTORS MEETING

DATE:

AUGUST 31, 2023

A regular meeting of the Association of Central Oklahoma Governments Board of Directors was convened at 2 p.m. Thursday, August 31, 2023, 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. Brian Grider, Mayor

ENTITY

Mustang

BOARD MEMBERS PRESENT

Hon. Terry Brungardt, Trustee	Calumet
Hon. Cody Brewer, Councilmember	Choctaw
Hon. Claudia Browne, Councilmember	Del City
Hon. Amy Neathery, Councilmember	El Reno
Hon. Glenn Berglan, Trustee	Goldsby
Hon. Adam Ropp, Councilmember	Guthrie
Hon. Tim Rudek, Councilmember	Harrah
Hon. Chris Calvert, Trustee	Jones City
Hon. John Kenney, Mayor	Lake Aluma
Hon. Terry Arps, Mayor	Luther
Hon. Matt Dukes, Mayor	Midwest City
Hon. Mark Hamm, Councilmember	Moore
Hon. Peter Hoffman, Councilmember	Nichols Hills
Hon. Phil Freeman, Mayor	Noble
Hon. Larry Heikkila, Mayor	Norman
Hon. Matt Hinkle, Councilmember	Oklahoma City
Hon. Rob Jones, Councilmember	Piedmont
Hon. Leah Grady, Trustee	Slaughterville
Hon. David Bennett, Councilmember	The Village
Hon. Roger Godwin, Mayor	Warr Acres
Hon. Vickie Douglas, Councilmember	Warr Acres
Hon. Shelli Selby, Mayor	Yukon
Hon. Rod Cleveland, Commissioner	Cleveland County
Hon. Mark Sharpton, Commissioner	Logan County
Hon. Carrie Blumert, Commissioner	Oklahoma County

ASSOCIATE MEMBER PRESENT

Brad Beam, Deputy Base Civil Engineer	Tinker Air Force Base
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BOARD MEMBERS ABSENT

Hon. Nikki Lloyd, Mayor	Bethany
Hon. Tom Trello, Vice-Mayor	Cedar Valley
Hon. Jim Neal, Councilmember	Crescent
Hon. Darrell A. Davis, Mayor	Edmond
Hon. Rashanna Baker, Trustee	Forest Park

BOARD MEMBERS ABSENT (Cont.)

Hon. Bobby Allen, Mayor
 Hon. Magnus Scott, Trustee
 Hon. Mike Donovan, Councilmember
 Hon. Ronald Dumas, Mayor
 Hon. Mark Cochell, Mayor
 Hon. Jeff Brueggen, Trustee
 Hon. Frank Calvin, Mayor
 Hon. Trey Buck, Councilmember
 Hon. Pat Derosa, Trustee
 Hon. Tomas Manske, Commissioner

ENTITY

Geary
 Langston City
 Lexington
 Meridian
 Nicoma Park
 Okarche
 Spencer
 Tuttle
 Union City
 Canadian County

GUESTS PRESENT

Pete White, Attorney
 Jerry Steward, Attorney
 Josh Moore, Citizen
 Hon. Wilson Lyles, Commissioner
 Hon. Jeff Caudill, Councilmember
 Justin Henry, Program Planner
 Nikkiey Morton, Grant Administrator

ACOG Legal Counsel
 Asst. to Pete White
 Edmond
 McClain County
 Nicoma Park
 Oklahoma City
 Oklahoma County

ACOG STAFF

Mark W. Sweeney
 John M. Sharp
 Debbie Cook
 Rachel Meinke
 Jennifer Sebesta
 Christopher Bluth
 Cory Winston
 Beverly Garner
 James Smith

POSITION

Executive Director
 Deputy Director
 Finance Director
 Public Information Director
 Transp. Planning Services (TPS) Div. Mgr.
 Community & Econ. Development Manager
 Community & Econ. Development Planner II
 Executive Assistant
 IT Operations Specialist I

MINUTES

1. CALL TO ORDER

Presiding Chair Brian Grider called the meeting to order at 2 p.m. A quorum was present.

2. APPROVAL OF THE JUNE 29, 2023 MINUTES

Director Peter Hoffman made a motion to approve the June 29, 2023 minutes of the ACOG Board of Directors meeting. Director Glenn Berglan seconded the motion. The motion carried unanimously.

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

Chairman Brian Grider said he was looking forward to this new year as the Chair. He welcomed the previous Chair, Josh Moore, who was here today as a guest. He said he looks forward to progress in the ACOG building search, noting that he has been at ACOG for nine years and is honored to serve as Chair.

B. EXECUTIVE DIRECTOR'S REPORT

1) Welcome New/Promoted Officers and New Delegates/Alternates

Promoted Officers on the Board:

- Chair – Mayor Brian Grider – City of Mustang
- Vice-Chair – Trustee Glenn Berglan – Town of Goldsby

New Officer on the Board:

- Secretary/Treasurer – Mayor Shelli Selby – City of Yukon

New or Changed Delegates to the Board:

- Mayor Darrell Davis will now be the designated delegate for Edmond and Councilmember Barry Moore will be his alternate.
- Councilmember Trey Buck will serve as the designated delegate for Tuttle and Councilmember Larry Watson will be his alternate.
- Councilmember Claudia Browne will serve as an alternate for Del City.
- Councilmember Vickie Douglas will serve as an alternate for Warr Acres.

2) Five Year Anniversary as Executive Director (8/31/18 – 8/31/23)

Mr. Sweeney said this is the five year anniversary of when he walked in the door to serve as the ACOG Executive Director. He said it has been fun and challenging and he appreciates the opportunity to serve on a daily basis.

3) Passing of City of Warr Acres ACOG BOD Alternate Councilmember John Knipp

Sadly, one of our Board Alternates, Councilmember John Knipp of Warr Acres, passed away on August 17 at the age of 76. John was associated with ACOG for the past six years and frequently represented his community at ACOG Board meetings. He knew more about electric vehicles (EVs) than most people; he amazed Mr. Sweeney when he would show up at EV events and share his level of knowledge about the whole industry and the various types of EVs. He served as an ACOG BOD alternate starting in June 2017 and became the main alternate in March 2023. He will be sorely missed.

4) Introduction of Corey Winston, New Community & Economic Development (CED) Planner II

Mr. Sweeney said Corey brings a wealth of knowledge and experience to drive positive change and growth in the region. A graduating senior at the University of Central Oklahoma, Corey is pursuing a double major in Political Science and Public Administration. He previously worked for the City of Edmond as a Grant Administrator/CDBG Coordinator.

With over eight years of hands-on experience in the realm of public service, Corey's journey has encompassed a diverse range of roles. His expertise spans workforce development programming, grant writing, and administration. Demonstrating an exceptional track record, Corey has successfully secured grant applications totaling over \$65 million, with \$32 million awarded. In addition to his professional accomplishments, Corey is an active advocate for the advancement of public administration. He holds a pivotal role as a member of the Board of Directors for the Oklahoma Chapter of the American Society for Public Administration (ASPA). He started with ACOG on Monday, August 28.

Mr. Sweeney said Corey will be working with our CED Manager, Christopher Bluth, taking on some challenges such as grant writing initiatives that ACOG has been trying to do with our communities. Please welcome Corey. The Board applauded.

5) Press Release - ACOG to Deliver Regional Air Quality Plan to Better Ensure Clean Air for All Residents

On August 24, ACOG released a press release announcing that ACOG had competitively procured Reagan Smith, LLC and MHT Consulting, LLC to develop a Regional Air Quality Plan. For the first time, with this plan, ACOG seeks to better understand our current air quality status and sources of emissions, what other regions are doing to improve air quality, private sector emissions reduction strategies, transportation sector emissions reduction plans, policy and funding opportunities, equity considerations and environmental justice, as well as action and implementation items. The study covers the eight-county Oklahoma City-Shawnee Combined Statistical Area (CSA) which includes the Oklahoma City Metropolitan Statistical Area (MSA) and the Shawnee Micropolitan Statistical Area.

The Press Release was published on the ACOG website under our blog. The story was picked up by KFOR, which ran the article on its website. Eric Pollard, ACOG Air Quality and Clean Cities Manager, was interviewed by KGOU radio on August 30 and was interviewed LIVE on KOCO Morning Show at 9 a.m. this morning, August 31, to discuss the Regional Air Quality Plan.

6) ACOG Agreement and Bylaws Committee

One of the goals for this next year is to re-assess and update the Agreement that established ACOG. The last approved amendments to this important document took place in 1983. Along with possible changes to the Agreement, there is a need to provide the ACOG Board with a relevant set of Bylaws, which was originally compiled in the early 1970s. The entire governance structure of ACOG has been altered over the past several decades, making the existing Bylaws essentially invalid.

Based on actions taken by the Board in 2019 and January 2023, the ACOG Agreement and Bylaws Committee is currently composed of the following Board members: OKC Councilperson Todd Stone, The Village Councilperson David Bennett, Oklahoma County Commissioner Carrie Blumert, Goldsby Trustee Glenn Berglan, Midwest City Mayor Matt Dukes, Mustang Mayor Brian Grider, and Noble Mayor Phil Freeman. Mr. Sweeney said to please let him know if they are unable to serve on this Committee; otherwise he planned to schedule a meeting this fall to start the process of updating the Agreement and Bylaws.

Mr. Sweeney said when the Bylaws are approved by the Board, it is finalized. However, when the Agreement is changed (amended), it must be sent out to all the ACOG member entities, asking them for approval. Based upon the number of approvals – majority rules – the Agreement document is then sent to the State Attorney General. Once he reviews it and his office stamps the final approval, it is done. Obviously, this process takes a while to complete.

He said there will possibly be four meetings over the next year to complete the necessary work.

Mayor Arps said he was not looking to serve, but wanted to know if he could attend the meetings. Mr. Sweeney said it will not be posted as a public meeting, but he can observe at the meetings.

7) Central Oklahoma State and Federal Legislative Forum

This year ACOG is going to take a different approach and conduct a combined state and federal legislative prioritization process into one forum. The ACOG Board of Directors will convene at the Renaissance Waterford Hotel on Tuesday, October 10, to review and select their legislative and appropriations agenda for the coming year. This extended

workshop will begin at 10 a.m. and will conclude at 2 p.m. Lunch will be provided, courtesy of ACOG. He said the Directors will receive an invitation to this important event in the first part of September and asked that they please RSVP, place on their calendar, and plan to attend.

Mr. Sweeney said during the first part of the forum, they will discuss the state legislative issues, and after lunch we will segway into the federal legislative issues. The issues will go through a vetting and updating process and by December, he will again present all the pieces with some of the tweaks and changes based upon the input from other organizations, and based upon what legislation has been introduced. Then, in February, at the annual legislative event at the Will Rogers Theatre, our legislators will be invited to a brunch, along with the ACOG Directors, to present the state legislation perspective. The federal legislative side will be carried forward to our Washington DC visit in February or March to present to ACOG's Congressional delegation.

Mayor Arps asked how this compares to what is done by Oklahoma Municipal League (OML). Mr. Sweeney said ACOG not only partners with OML, but also with the Greater Oklahoma City Chamber of Commerce and the Association of County Commissioners of Oklahoma (ACCO) in receiving information. He said he also reaches out to ACOG's main stakeholders: the City of Oklahoma City, the City of Norman, and others who provide ideas on federal issues.

8) Rural Fire Defense Program Funding

ACOG recently signed another 12-month contract with the Oklahoma Association of Regional Councils (OARC) to receive funding for the Rural Fire Defense Program, which was appropriated from the Oklahoma Department of Agriculture - Forestry Division. This year ACOG successfully lobbied the State Legislature to increase the funding from \$72,720 to \$100,000. This allocation significantly contributes to maintaining our Rural Fire & 911 Programs Coordinator position. As a reminder, ACOG hired Jeff Choate last October to provide this needed service to our four-county region.

9) New ACOG Policies Implemented (Link in Employee Handbook)

ACOG has two new ACOG policies that were implemented and can be linked to through the updated Employee Handbook, which was amended by the Board last May. The stand-alone policies are the updated ACOG Business Travel Guidelines and the new ACOG Remote Work Policy which went into effect two days ago.

4. PUBLIC COMMENTS FROM CITIZENS OR DELEGATIONS

There were no comments from the public.

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.

- A. Finance Report – June and July 2023 Claims: Deborah Cook, CPA, Finance Director *Action requested.*
- B. Regional Clearinghouse Review and Comment Report: John Harrington, Water Resources Director *Action requested.*
- C. ACOG Metropolitan Planning Organization Policy Committee (MPO PC) Report: John Sharp, Deputy Director *Action requested.*

D. Sale/Disposal of Surplus Items: Julie A. Smedlund, IT & Facilities Director *Action requested.*

Director Peter Hoffman made a motion that all items under the Consent Docket be approved in one vote. Director Glenn Berglan seconded the motion. The motion carried unanimously.

6. REGULAR AGENDA ITEMS THAT MAY REQUIRE ACOG BOD ACTION

A. Selection and Contract Authorization of Professional Auditing Services

Deborah Cook said this is the same item that was presented at the 911 ACOG BOD meeting and said she would be happy to answer any questions the ACOG Board had. There was no discussion.

Director Mark Sharpton moved to approve the selection of Arledge & Associates, P.C., and to authorize the Executive Director to negotiate and execute a contract to provide ACOG and 911 ACOG with professional auditing services for the fiscal year ending June 30, 2023, with the option to renew for each of the four (4) subsequent fiscal years, subject to concurrence of the ACOG and 911 ACOG Board of Directors. Director Terry Arps seconded the motion. The motion carried unanimously.

B. 2024 Rural Economic Action Plan (REAP) Policy Updates and Grant Announcement

Christopher Bluth said REAP was launched August 28 and is calling for applications for the 2024 funding year. He said the communities with less than 7,000 population again received a significant allocation of over \$2.7 million. He said five percent will be retained by ACOG to run and administer the program and the remainder will go to the REAP projects. The application deadline is 5 p.m. Friday, October 27, 2023.

The selected applications will be presented to the ACOG Board in November for approval and will then go to the Department of Commerce in December.

Mr. Bluth said ACOG will host two REAP workshops on September 12 and 21, however, they are no longer mandatory, but if an applicant representative attends, their application will be awarded 10 additional points. He said they can submit up to three project applications for FY 2024. He then highlighted the changes that were made for FY 2024, as detailed in the agenda memorandum.

Director Mark Sharpton asked if there was a maximum amount that can be requested, and Mr. Bluth said there is no maximum on any project. The only requirements are that if they go over \$150,000, they must submit a detailed project budget; otherwise, they just need a cost estimate. If they ask for over \$300,000, they need to check the rating criteria scale because they will just receive five points, whereas, if they request from \$45,000-\$150,000, they could receive up to 20 points.

This item was for information only. There was no further discussion.

C. ACOG Building Review Committee - Resetting the membership of the five-member committee tasked to assess ACOG office relocation

Mark W. Sweeney said ACOG has been located at Lincoln Blvd. since the end of 2016, so all the options are on the table to reevaluate whether to pursue another lease, to purchase land to build upon, to purchase a building to renovate, to have a condominium ownership, etc. The Committee that was established has changed since Josh Moore and Ray Poland are no longer on the Board, so now it is time to refresh the Committee in order to make further progress. Before, there were only four members, but Mr. Sweeney said he now wanted to

make it a five-member committee and wished to add the ACOG Board Chair, Brian Grider, to the committee. The other two members are Director Todd Stone and Director Rod Cleveland.

Mr. Sweeney said the intent is to have members who have some financial and real estate knowledge and experience, or have delved into those issues with a working knowledge. He asked them to think of how they could serve in this capacity because they will have to go through a lot of analysis and a lot of assessment of various options. Mr. Sweeney said he budgeted for a financial consultant to give the committee a perspective on how they can get from point A to point B – How do we finance and/or fund this endeavor. The way Councils of Governments are set up makes ACOG a unique animal – no money from taxes, was created by the local governments, is funded by dues from the local governments, and receives money from grants and the 911 phone fee. It is difficult for banks and financial institutions to understand how ACOG functions. Therefore, guidance is needed throughout the process to use this committee as a guide and vetting entity to be able to talk to the consultant and assess what that consultant can do for ACOG hopefully in the coming months.

Mr. Sweeney said he is also asking Pete White and Jerry Steward to consider an assessment of the legalities of certain steps that can be done with the ACOG organization and funding sources.

This is a difficult task due to the cost factors and how funding can be done in different ways – must look outside the box – a different approach with new elements to it that may not have ever been thought of before.

Mr. Sweeney opened it up to anyone to speak who might have credentials to help on the committee. Director Roger Godwin said he has seven years of full-time real estate investing and has two names of big commercial developers in Oklahoma City, so he would be willing to serve on the committee. Director Rod Cleveland said he wanted to continue to serve. Mr. Sweeney asked Alternate Director Matt Hinkle if he would check with Director Todd Stone to see if he still wanted to serve on the committee.

Director Peter Hoffman said he would not be able to serve, but knew of another individual, Mark Bedford, who he highly recommended. Mr. Sweeney thanked him and noted that back when Josh Moore was the ACOG Chair, he also gave names of key people to contact.

Mr. Sweeney said that still leaves one opening for another committee member, and that he would be reaching out to find volunteers.

7. NEW BUSINESS

Chair Brian Grider asked if there was any new business to be presented. No new business was presented.

8. ADJOURN

There being no further business, Chairman Grider adjourned the meeting at 2:38 p.m.

ADOPTED THIS 28th DAY OF SEPTEMBER 2023.

CHAIRMAN

SECRETARY/TREASURER

CONSENT DOCKET



ATTACHMENT 5-A

SUBJECT:

FINANCE REPORT – AUGUST 2023 CLAIMS

DATE:

SEPTEMBER 28, 2023

FROM:

DEBORAH COOK, CPA

Finance Director

INFORMATION:

In accordance with the revised ACOG claims list process, August claims were paid biweekly during the applicable month. A copy of the [August claims](#) for payment 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 2023.

In accordance with the revised claims process, this list of claims paid in August 2023 is offered for the Board of Directors to ratify.

Aldosarry, Rayyan <i>(Mileage - 911)</i>	3.93
Anglin Public Relations <i>(Advertising)</i>	9,850.00
Aspen <i>(Cleaning)</i>	230.00
AT&T Mobility <i>(Telephone)</i>	82.46
Bill Warren Office Products <i>(Supplies)</i>	173.49
Chase Card Services <i>(Supplies, Development)</i>	4,154.86 paid on-line
Choate, Jeff <i>(Mileage 911)</i>	246.28
Compsource Mutual <i>(Workers' Comp Insurance)</i>	141.00
Ecointeractive, Inc. <i>(Software)</i>	7,641.25
Electradigital <i>(Internet - 2 MONTHS - 911 \$18.00)</i>	3,288.45
esri <i>(Software - 911 \$6,490.14)</i>	18,980.00
First Choice Coffee Service <i>(Supplies)</i>	384.22

August 2023 Claims (Cont.)

Frick, David <i>(Mileage)</i>	16.38
HRdirect <i>(Supplies)</i>	89.99
Impressions Printing <i>(Printing - 911 \$190.02)</i>	727.07
Insurica <i>(Insurance)</i>	11,433.00
Lake Aluma, Town of <i>(REAP Grant T4-2022-1)</i>	26,505.58
Lindenmeyr Munroe <i>(Supplies)</i>	48.44
Midwest City, City of <i>(CMAQ Grant)</i>	1,360.00
Norman, City of <i>(UPWP)</i>	40,000.00
Nuso, LLC <i>(Telephone)</i>	372.25
Oklahoma Association of Regional Councils <i>(Development)</i>	4,000.00
Oklahoma County District #1 <i>(REAP Grant T4-2023-8)</i>	109,000.00

August 2023 Claims (Cont.)

Oklahoma County Public Building Authority <i>(Office Rent)</i>	21,243.03
Penna, Giovanni <i>(Mileage - 911)</i>	39.30
Peter S White, P.C. <i>(Legal - 2 mo - 911 \$2,400.00)</i>	10,350.00
R.K. Black <i>(Shredding)</i>	60.00
ROK Global Applications Group, LLC <i>(Hosting - 911 \$1,398.26)</i>	3,920.00
SCAUG <i>(Development)</i>	1,130.00
Scout Benefits Group LLC <i>(FSA Benefits Administration)</i>	75.00
SHI International Corp <i>(Supplies - Software)</i>	371,815.65
Smedlund, Julie <i>(Mileage)</i>	153.73
Standley Systems <i>(Copiers)</i>	1,172.24

August 2023 Claims (Cont.)

Total Compliance Connection, LLC <i>(HR Consultant)</i>	850.00
Verizon Wireless <i>(Telephone, Internet)</i>	173.67
TOTAL AUGUST 2023 CLAIMS	<u>\$ 649,711.27</u>

ATTEST

CHAIR

SECRETARY/TREASURER

ACOG CASH STATUS REPORT

FOR THE MONTH ENDED AUGUST 31, 2023

	CHASE OPERATING	CHASE SAVINGS	TOTAL
Beginning Balance			
<i>August 1, 2023</i>			
Cash	\$ 3,013,390.90	\$ 618,302.12	3,631,693.02
Petty Cash	195.77	-	195.77
Total Beginning Balance	<u>\$ 3,013,586.67</u>	<u>\$ 618,302.12</u>	<u>\$ 3,631,888.79</u>
Cash Receipts			
Grants & Contracts	\$ 1,111,855.33	\$ -	\$ 1,111,855.33
Memberships	453,151.00	-	453,151.00
Transfers of Funds	-	-	-
Interest/Dividend Earned	-	26.07	26.07
Miscellaneous	266.94	-	266.94
Petty Cash - Replenishment	-	-	-
Total Cash Receipts	<u>\$ 1,565,273.27</u>	<u>\$ 26.07</u>	<u>\$ 1,565,299.34</u>
Cash Disbursements			
Personnel Cost	\$ 254,232.56	\$ -	\$ 254,232.56
(detail next page)	-	-	-
Bank Service Charges	-	-	-
Investment Sweep Fee	-	-	-
Transfer of Funds	-	-	-
Claims Expenditures:	649,711.27	-	649,711.27
(detail next page)	-	-	-
Miscellaneous	-	-	-
Petty Cash - supplies	-	-	-
Total Cash Disbursements	<u>\$ 903,943.83</u>	<u>\$ -</u>	<u>\$ 903,943.83</u>
<i>August 31, 2023</i>			
Cash	\$ 3,674,720.34	\$ 618,328.19	\$ 4,293,048.53
Petty Cash	195.77	-	195.77
Total Ending Balance	<u><u>\$ 3,674,916.11</u></u>	<u><u>\$ 618,328.19</u></u>	<u><u>\$ 4,293,244.30</u></u>

SCHEDULE OF GENERAL OPERATING EXPENSES

FOR THE MONTH ENDED AUGUST 31, 2023

Personnel Cost:

Salaries	140,095.88
Payroll Taxes	63,577.73
Payroll Processing Fees	851.12
Group Health & Life Insurance	23,917.97
Pension Contribution & Expense	23,531.38
EBC Flex Plan Contributions	2,151.32
United Way Contributions	107.16

Total Operating Personnel Expenditures	<u>\$ 254,232.56</u>
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Claims Expenditures:

Accounting and Auditing	-
Contract Personnel	-
Copiers	1,172.24
Credit Card	4,154.86
Development and Recruitment	1,130.00
Equipment & Furniture	-
Equipment Rental	-
Insurance	11,574.00
Internet Service	7,328.48
Legal	10,350.00
Maintenance & Repair - Equipment	-
Maintenance & Repair - Software	18,980.00
Mileage	459.62
Miscellaneous-	-
Office Cleaning	230.00
Office Rent	21,243.03
Office Leasehold Improvements	-
Penalties	-
Postage	-
Printing	727.07
Professional Dues	4,000.00
Projects -911	-
Projects -CMAQ	1,360.00
Projects - UPWP	-
Projects-NonAttainment Studies Cost	-
Projects - REAP	135,505.58
Projects - Traffic Counts	-
Projects - Transportation Data	371,815.65
Public Education -	-
Public Notice/Advertising	-
Publications & Subscriptions	-
Sect 125 Plan Administration	75.00
Subcontracts/Consultants	50,700.00
Supplies	756.14
Supplies - Software	7,641.25
Telephone	508.35
Temporary Labor	-
Travel	-
Vehicle Expense	-

Total Claims Expenditures:	<u>\$ 649,711.27</u>
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SUBJECT:

REGIONAL CLEARINGHOUSE REVIEW AND COMMENT REPORT

DATE:

SEPTEMBER 28, 2023

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: <https://www.acogok.org/wp-content/uploads/2023/09/Clearinghouse-Letters-September-Agenda.pdf>.

Agency Applicant: Development Services Department
Project Location: Oklahoma City
Date Reviewed: September 15, 2023
Project Review Request: ID#I152301 - C-7591 Preliminary Plat of Chisholm Creek Village Phase 3

Agency Applicant: Development Services Department
Project Location: Oklahoma City
Date Reviewed: September 15, 2023
Project Review Request: ID#I152302 - PC-10903 Redistricting

Agency Applicant: Development Services Department
Project Location: Oklahoma City
Date Reviewed: September 15, 2023
Project Review Request: ID#I152303 - PC-10904 Redistricting

Agency Applicant: Development Services Department
Project Location: Oklahoma City
Date Reviewed: September 15, 2023
Project Review Request: ID#I152304 - PC-10905 Redistricting

Agency Applicant: Development Services Department
Project Location: Oklahoma City
Date Reviewed: September 15, 2023
Project Review Request: ID#I152305 - PUD-1969 Planned Unit Development

Agency Applicant: Development Services Department
Project Location: Oklahoma City
Date Reviewed: September 15, 2023
Project Review Request: ID#I152306 - SP-58I Special Permit

Agency Applicant: Development Services Department
Project Location: Oklahoma City
Date Reviewed: September 15, 2023
Project Review Request: ID#I152307 - SP-582 Special Permit

Agency Applicant: Development Services Department
Project Location: Oklahoma City
Date Reviewed: September 15, 2023
Project Review Request: ID#I152308 - SPUD-1562 Simplified Planned Unit Development

ACTION REQUESTED:

Motion to concur with staff assessment of submitted projects.



ATTACHMENT 5-C

SUBJECT:

**ACOG METROPOLITAN PLANNING ORGANIZATION POLICY COMMITTEE
(MPO PC) REPORT**

DATE:

AUGUST 31, 2023

FROM:

JOHN SHARP
Deputy Director

INFORMATION:

Requesting endorsement of the following regular agenda action items that are included in the [ACOG MPO PC](#) agenda as Items D-1 and D-2, if approved by the ACOG MPO PC:

- D-1 Final FFY 2024-2027 ACOG MPO Transportation Improvement Program (TIP): Jennifer Sebesta, TPS Division Manager *Action requested.*
- D-2 Adjusted Urbanized Area Boundary - 2020 Census Definitions and Programmatic Impact: John Sharp, Deputy Director *Action requested.*

ACTION REQUESTED:

Motion to endorse ACOG MPO Policy Committee (PC) approval of action items D-1 and D-2, which are included in the September 28, 2023 ACOG MPO PC agenda and anticipated to be approved by the Committee.

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



ATTACHMENT 6-A

SUBJECT:

**CONSIDERATION OF THE RENEWAL OF THE ACOG GENERAL COUNSEL
CONTRACT FOR LEGAL SERVICES**

DATE:

SEPTEMBER 28, 2023

FROM:

MARK W. SWEENEY, AICP
Executive Director

INFORMATION:

Over the past five years, Pete White has served as General Counsel to the Association of Central Oklahoma Governments (ACOG). The renewal of his annual agreement (refer to attachment) for providing legal services is scheduled for Board consideration in September. Mr. White's current rate of \$300/hour will remain in place under the renewed contract.

This agreement entails a maximum fee amount of \$49,999 for 12-months, unless increased by ACOG, starting October 1, 2023, through September 30, 2024. The contract is renewable upon mutual agreement of ACOG and Attorneys from year to year. Please note that the only addition to the agreement is the language concerning Mr. Jerry Steward. For the past year, Mr. Steward has been working with Mr. White on ACOG business, with ACOG's approval. Please note that when both attend meetings or work on legal matters on behalf of ACOG, time will be billed as if only one person was dealing with the situation.

ACTION REQUESTED:

Motion to approve the renewal of the ACOG General Contract for Legal Services with Pete White as per the attached agreement for an amount not to exceed \$49,999, unless increased by ACOG.

ACOG GENERAL COUNSEL CONTRACT FOR LEGAL SERVICES

This contract constitutes the Agreement between the ACOG and Peter S. White, PC, 2200 Shadowlake Drive, Oklahoma City, OK 73159, and Jerry L. Steward, 501 Northwest 13th Street, Oklahoma City, OK 73103, hereinafter referred to as "Attorneys."

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

1. Serve as General Counsel to ACOG, including 911 ACOG related matters.
2. Attendance at ACOG and related entity meetings as requested 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. Attorneys shall be paid the following for expenses incurred on behalf of ACOG. Attorneys shall not incur additional expenses unless agreed to by the Chair of ACOG.
 - a. Mileage to and from meetings outside of the ACOG service area
 - b. Copies reimbursed at \$0.25 per page
 - c. Postage reimbursed at the actual cost

Other agreed upon provisions of this contract shall include the following:

1. The term of this agreement is from October 1, 2023, to September 30, 2024, and is renewable upon mutual agreement of ACOG and Attorneys from year to year. The Agreement may be cancelled by either party upon 30 days' written notice. In the event of such termination, ACOG shall pay Attorneys for attorney fees earned prior to the effective date of the termination.
2. The Agreement covers a maximum of forty-nine thousand, nine hundred ninety-nine dollars (\$49,999.00) for the term of the agreement, unless increased by ACOG.
3. Attorneys shall provide monthly statements for services rendered pursuant to this contract. Billing to ACOG shall be from Mr. White.
4. ACOG and Attorneys 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.

Jerry L. Steward

Brian Grider, Chair
ACOG Board of Directors

Date Signed _____



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 28, 2023

FROM:

CHAIR BRIAN GRIDER

Mustang Mayor

INFORMATION:

On August 29, 2023, the ACOG Executive Committee, which is comprised of the officers of the ACOG BOD, 911 ACOG BOD, ACOG MPO PC, 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 2022-2023 ACOG Projects Completed or Initiated during the past 12 months. The review also included an in-depth discussion of 2023-2024 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 3 percent merit increase in his current base salary, and that his current automobile allowance be adjusted per month by a \$50 increase. These recommended compensation adjustments are within the parameters of the adopted FY 2024 ACOG Budget. Likewise, Mr. Sweeney is also receiving the budgeted 2.5 percent COLA.

ACTION REQUESTED:

Motion to approve the Executive Director's compensation package retroactive to September 1, 2023 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)

2022 - 2023 ACOG PROJECTS COMPLETED OR INITIATED (9/1/22 - 8/31/23)

LOCAL GOVERNMENT SERVICES

- For the first time in ACOG history, staff organized a day-long working Retreat for the ACOG Board of Directors on October 12, 2022. This event gave the Board members the opportunity to actively participate in brainstorming exercises that established vision statements and goals for the ACOG region. Discussion categories addressed included the following:
 - Environmental and Resource Stewardship
 - Sustainable Growth, Quality Places, and Effective Services
 - Efficient Mobility Options
 - ACOG – Servant Leadership Model

As a follow-up to the event, ACOG staff presented a summary of the results of the Regional Visioning Session from the Retreat to the Board at their December 2022 meeting. The established vision statements and goals will direct future policy decisions and Initiatives for the ACOG organization for the next four years.

- Continued the “ACOG Goodwill Tour” for our member governments. This packaged presentation by staff is available upon request and provides an opportunity to educate local officials about ACOG services and grant funding prospects. The emphasis is on illustrating the return on investment each community receives from their annual membership dues.
- Updated and finalized an ACOG orientation and informational packet for newly designated Board and Policy Committee members, now accessible on the ACOG website.
- ACOG is now an active participant in the Rural Fire Defense Program, having received funding for the first time in a decade from the Oklahoma Department of Agriculture – Forestry Division. ACOG hired a Rural Fire & 911 Programs Manager in October 2022 to administer this important service throughout the four-county ACOG region.
- With a significant increase in REAP funding, ACOG staff undertook a comprehensive revision of the REAP Application to make the process more objective and efficient on how funds are awarded to eligible government entities within our region.
- Continued marketing My Government Online (MGO) 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. To date, MGO contracts have been executed with the Cities of Newcastle, Tuttle, El Reno, Goldsby, Noble, and Blanchard.
- Ongoing grant writing and administrative services for ACOG member governments and other organizations.

STATE LEGISLATIVE AND APPROPRIATION INITIATIVES

- Coordinated and shared legislative topics and issues with partner organizations - OML, ACCO, OARC, the Greater Oklahoma City Chamber.
- Conducted a Legislative Priorities Forum as part of the first time ACOG Board Retreat on October 12, 2022. Finalized recommended legislative agenda and presented it to the Board at their December 2022 meeting.
- Organized and conducted the Annual Legislative Power Brunch and Presentation in February 2023.

Proactively lobbied state legislators on behalf of ACOG to pursue the Board's Legislative Priorities. (Executive Director, Deputy Director, and Public Information Director are registered as official Lobbyists with the Oklahoma Ethics Commission.)

- Updated the Board monthly on legislative bills and activities, which resulted in a Final Legislative Report in May 2023.
- Successful Outcomes from the 2023 Legislative Session:
 - Maintained REAP Funding
 - Increased funding for a Rural Fire Defense Program Coordinator
 - Increased monthly 911 telephone fee from 0.75 cents to \$1.25 for any device that dials 911
 - Ensured the requirement that the Oklahoma 911 Management Authority must coordinate and collaborate with the ACOG 911 Institute of Oklahoma on the development of dispatcher training curriculum and instruction programs.
 - Protected sales tax revenue for local governments (opposed removal of state grocery sales tax).

FEDERAL LEGISLATIVE AND APPROPRIATION INITIATIVES

- Developed federal legislative priorities strategy for Central Oklahoma in coordination with regional partners and stakeholders. Presented proposed agenda to the Board at their February 2023 meeting.
- Attended NADO Washington Conference with three Board Officers in March 2023, which included scheduled meetings with the ACOG Congressional Delegation and their respective staff members to lobby the legislative and funding priorities for Central Oklahoma.

TRANSPORTATION PLANNING

- Completed the Encompass 2045 Metropolitan Transportation Plan for the ACOG MPO area, which was officially adopted by the Board in October 2022
- Continued the "Watch for Me OK" public awareness campaign for bicyclists and pedestrians funded by the Oklahoma Highway Safety Office (OHSO) Grant
- Received a Safe Streets and Roads for All (SS4A) Grant from the US Department of Transportation to develop a Regional Safety Action Plan.

- Amended the boundary of the ACOG MPO Transportation Management Area (TMA) to include portions of Canadian County – Cities of El Reno, Union City, and part of Calumet. Officially approved by the ACOG Board on April 27, 2023, with access to competitive funding in FY 2025.

AIR QUALITY INITIATIVES

- Continued sharing findings of the recently completed Cost of Nonattainment (CNA) Study for the Oklahoma City Metropolitan Area with key stakeholders, state legislators, and congressional leaders.
- As a follow-up to the CNA Study, ACOG staff selected a consulting firm through a competitive request for proposals (RFP) process to develop a first time ACOG Regional Air Quality Plan for the Oklahoma City Metropolitan Area. Approved by the ACOG Board in May 2023.
- Awarded a \$1 million four-year Environmental Protection Agency (EPA) Climate Pollution Reduction Grant (CPRG). The first deliverable will be to develop a Priority Climate Action Plan for the region. The CPRG initiative will complement and enhance the Regional Air Quality Plan.

911 AND PUBLIC SAFETY

- Mission Critical Partners (MCP) Consultant Contract Deliverables – Continuing oversight of Next Generation 911 (NG911) Implementation Strategy for 911 ACOG:
 - Changed NG911 Implementation Process due to end-of-life legacy equipment issues from a simultaneous vendor approach to a phased vendor strategy, as described below:
 - First Phase – Execute Solacom i3 Compliant Call Handling Equipment into 22 ECCs (PSAPs) of the 911 ACOG service area, as Customer Owned and Operated Solution.
 - Second Phase – Employ NGA 911 ESinet & Next Gen Core Services 911 Call Routing into existing 911 ACOG IP Network as a Service Provider Solution.
 - Estimated completion of NG911 Testing and Implementation Process by the fourth quarter of 2024.
 - Continuation of scheduled training for ECCs in preparation for official cut-over to NG911.

COMMUNITY AND ECONOMIC DEVELOPMENT

- The US Economic Development Administration (EDA) awarded the ACOG Capital Area Economic Development District (CAPEDD) another three-year Planning Grant (01/1/23 – 12/31/25). Projects funded by this grant are as follows:
 - Continued promotion of the Updated (2019 & 2021) Comprehensive Economic Development Strategy (CEDS) to ACOG member governments via the recently created CEDS Marketing Campaign.

- Introduced the next phase of the Community Economic Resiliency Initiative (CERI) Program (2023-24) that resulted in the selection of planning demonstration sites located in the Cities of Choctaw and Noble. After a competitive Call for Applications process, the ACOG Board designated the winning cities at their May 2023 meeting. The two municipalities will receive planning consultant services for the next 10 months 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.
- In coordination with the CEDS Advisory Committee, a Task Force was established to research the development of a Statewide Revolving Loan Fund (RLF). This RLF Task Force, with the assistance of the Oklahoma Association of Regional Councils (OARC), will pursue legislation for the 2024 Session that will create a Revolving Loan Fund Program in each Oklahoma Councils of Government.

OPERATIONAL IMPROVEMENTS AND STRATEGIES

- Implemented the second phase of the ACOG Financial Sustainability Plan (7 percent increase in membership dues) that helps to reduce the frequent utilization of the General Fund Balance for supplementing organizational operations and services.
- Continued assessment of long-term office space needs for the ACOG organization with the Building Review Committee, which included review of facility options along with the feasibility of procuring a real estate/financial consultant to address future relocation factors.
- Comprehensive update of ACOG branding and design standards to enhance the organization's visibility and public image.
- With the assistance of HR Consultant, Total Compliance, updated the ACOG Employee Handbook (Personnel Policy) to include the following:
 - Revisions to diversity and inclusion section
 - Expanded utilization of sick leave
 - Addition of a Bereavement Leave Policy
 - Addition of Good Friday as an observed holiday
 - Changed compensatory time off to discretionary time off (DTO)
 - Updated Drug & Alcohol Abuse Prevention & Substance Policy
- Comprehensive revision of the ACOG Business Travel Guidelines and forms.
- Established an ACOG Remote Work Policy.

2023 - 2024 ACOG GOALS AND OBJECTIVES

ACOG Legislative Initiatives:

- Coordinate a Preliminary Legislative Agenda with OML, ACCO, Greater OKC Chamber, and other key regional partners and stakeholders
- Combine state and federal legislative prioritization process into one Central Oklahoma Legislative Priorities Forum
 - ACOG Board of Directors will meet at a nearby venue in October 2023 for an extended workshop to review and select their legislative agenda.
 - Present Finalized State and Federal Legislative Agenda at the December 2023 Board meeting
- Coordinate and conduct Annual Legislative Event in February 2024.
- Proactively lobby state legislators on behalf of ACOG membership to pursue the Board's Legislative Priorities
- Attend either the National Conference of Regional Councils (NARC) (February 2024) or the National Association of Development Organizations (NADO) Washington Conference (March 2024) by Executive Staff and Board Officers to promote the Federal Legislative Priorities for Central Oklahoma to our Congressional Delegation in DC.

Next Generation 911 (NG911) Implementation Program:

Mission Critical Partners (MCP) Consultant Services – Coordinate implementation of Phased NG911 Approach in place of the original Simultaneous Vendor Strategy due to end-of-life legacy equipment issues as described below:

- First Phase (August 2023 to April 2024) – Execute Solacom i3 Compliant Call Handling Equipment into 22 ECCs (PSAPs) of the 911 ACOG service area, as Customer Owned and Operated Solution.
- Second Phase (April 2024 to November 2024) – Employ NGA 911 ESinet & Next Gen Core Services 911 Call Routing into existing 911 ACOG IP Network as a Service Provider Solution.
- Estimated completion of NG911 Testing and Implementation Process by the fourth quarter of 2024.

Continue scheduled training for ECCs in preparation for official cut-over to NG911.

Execute MCP Cyber Security Netinform and NetSecure once NG911 implementation is near completion.

Other 911 Initiatives:

Monitor and collaborate with the Oklahoma 911 Management Authority on the final allocation of the increased monthly 911 telephone fee (HB 1590 passage) from 0.75 cents to \$1.25 for any device that can dial 911.

Coordinate and collaborate with the Oklahoma 911 Management Authority per HB 1590 to develop statewide curriculum and training for ECC dispatchers.

With the assistance of MCP, create a 911 ACOG Vision and Strategic Plan.

With the assistance of MCP, work with ECC Directors, Elected Officials, and 911 ACOG Board Members to develop a Regionalization Plan that will explore ECC consolidation regarding economic and operational efficiencies within the 911 ACOG Service Area.

Develop a Regional Safety Action Plan, funded through a Safe Streets and Roads for All (SS4A) Grant

Develop, for the first time in ACOG history, a Regional Air Quality Plan for the Oklahoma City Metropolitan Area. Reagan Smith, Inc. will serve as ACOG's primary consultant.

As the first task of the awarded \$1 million four-year Environmental Protection Agency (EPA) Climate Pollution Reduction Grant (CPRG), create a Priority Climate Action Plan for the region. The CPRG initiative will complement and enhance the Regional Air Quality Plan.

Develop the EDA required five-year 2024 Comprehensive Economic Development Strategy (CEDS) for the four-county Capital Area Economic Development District (CAPEDD) in coordination with the CEDS Advisory Committee.

Implement the 2023-24 Community Economic Resiliency Initiative (CERI) Program for the selected Cities of Noble and Choctaw. Both municipalities will receive planning consultant services from the University of Oklahoma's Institute for Quality Communities (IQC).

Continue revision of ACOG Financial Policies and Procedures:

- Implement third phase of the ACOG Financial Sustainability Plan that lessens utilization of the general fund balance for operational needs.
- Update ACOG Credit Card Policy.
- Revise ACOG Cell Phone Policy.
- Research the addition of a direct cost allocation as a complement to the current indirect rate.

Pursue an updated Agreement and Bylaws for the ACOG Board of Directors (Re-start Committee meetings to review and make recommendations to the Board).

Explore a Cooperative Purchasing Service for ACOG member governments.

Continue Comprehensive Assessment of ACOG Office Relocation:

- Restructure ACOG Building Review Committee (fill vacancies & add members)
- Legal assessment of utilization of existing funding sources for real estate related investments, acquisitions, construction, leases, and moving expenditures.
- Procure Financial Consultant Services to:
 - Provide cost comparison of selected alternatives (acquisition of property with construction of building, purchase of existing building with renovations, condominium ownership, and long-term lease option)
 - Analyze financing options for selected alternatives
- Present Building Review Committee recommendations to the ACOG Board.

Redesign the ACOG website (www.acogok.org) to be more wide-ranging in scope and user friendly for the public.

Increase marketing promotion of the My Government Online (MGO) automated suite of software applications for municipalities and counties throughout the State of Oklahoma.



ATTACHMENT 6-C

SUBJECT:

AUTHORIZATION TO EXTEND AGREEMENT WITH ECOINTERACTIVE, LLC

DATE:

SEPTEMBER 28, 2023

FROM:

JENNIFER SEBESTA

Transportation Planning Services Division Manager

INFORMATION:

On April 18, 2017, ACOG issued a Request for Proposals for an electronic Transportation Improvement Program (eTIP). After completing the interview process, ACOG staff selected our current provider, EcoInteractive, LLC, for services as outlined in the Request for Proposals. ACOG's eTIP system, also known as ProjectTracker, is used for all transportation grant program calls for projects and allows member entities to access and monitor their projects over the course of the TIP.

At this time, EcoInteractive is proposing a maintenance fee increase for all users. The cost is anticipated to increase four percent each year for five years. ACOG anticipates receiving additional technical support and customization moving forward, as well as continued integration with the electronic Statewide Transportation Improvement Program (eSTIP).

Therefore, a provision needs to be made for the Executive Director to negotiate the extension of the agreement with EcoInteractive. The first year's cost is not to exceed \$95,363 and is included in the FY 2024 ACOG Budget. Years two through five (see table below) will be included in subsequent budget years. This is an ongoing maintenance contract.

Contract Year	Fiscal Year	Percent Increase	Cost Increase* (from previous year)	Cost*
Year 1	2024	4%	\$3,668	\$95,363
Year 2	2025	4%	\$3,815	\$99,177
Year 3	2026	4%	\$3,967	\$103,144
Year 4	2027	4%	\$4,126	\$107,270
Year 5	2028	4%	\$4,291	\$111,561
5-Year Total				\$516,516

*Costs are rounded to the nearest dollar

ACTION REQUESTED:

Motion to authorize the Executive Director to negotiate and execute an extended agreement with EcoInteractive to provide services and continued support for ACOG's eTIP, as initially outlined in the April 18, 2017 Request for Proposals, at a total cost not to exceed \$516,516 for five years.



ATTACHMENT 6-D

SUBJECT:

SELECTION OF REGIONAL SAFETY ACTION PLAN CONSULTANT AND CONTRACT AUTHORIZATION

DATE:

SEPTEMBER 28, 2023

FROM:

HANNAH NOLEN, AICP
Mobility & Planning Manager

INFORMATION:

On January 31, 2023, ACOG was awarded a \$192,000 Safe Streets and Roads for All (SS4A) federal grant to develop a safety action plan. ACOG will contribute \$48,000 in funds as a 20 percent match for this \$240,000 project. A Regional Safety Action Plan is a vital endeavor for Central Oklahoma. By establishing a framework, identifying priority areas, and implementing evidence-based strategies, ACOG aims to reduce crashes, injuries, and fatalities, ultimately ensuring the safety and well-being of our community.

On August 1, 2023, ACOG released a Request for Proposals (RFP) for a Regional Safety Action Plan (RSAP) for Central Oklahoma. ACOG was seeking proposals from qualified and experienced firms to collect, produce, and analyze information to create the RSAP for the ACOG Transportation Management Area (TMA).

Three prospective firms responded to the RFP with detailed proposals, which were reviewed by ACOG staff for pricing and thoroughness. Upon final assessment, [Kimley-Horn](#) (consultant overview) was determined to have the best proposal and is recommended for the project. The total cost for the ACOG RSAP project is \$240,000 and will take approximately 12 months to complete.

The remaining schedule of events includes:

- Anticipated Date of Award: 9/28/2023 (approximate)
- Negotiate and Execute Contract: 9/29/2023 – 10/20/2023
- Project Initiated: 10/23/2023
- Project complete: 10/30/2024

ACTION REQUESTED:

Motion to select Kimley-Horn as the Regional Safety Action Plan (RSAP) consultant and to authorize the Executive Director to negotiate and execute a contract with Kimley-Horn for the RSAP at an amount not to exceed \$240,000 for an anticipated 12-month time frame.

SUBJECT:**CENTRAL OKLAHOMA: THROUGH MY LENS – PHOTO CONTEST WINNERS****DATE:**

SEPTEMBER 28, 2023

FROM:**RACHEL MEINKE**

Public Information Director

INFORMATION:

The ACOG Public Information Department held a region-wide photo contest titled: “Central Oklahoma: Through My Lens” from July 10 – September 6. The purpose of this free-to-enter competition was to offer citizens of Central Oklahoma, the opportunity to go outside, explore, and capture—via photography—the community, landscapes, and landmarks of the ACOG region.

The contest had 240 entries. Ten winners were chosen from a panel of five judges which included the following ACOG staff members: Rachel Meinke - Public Information Director, Becky Brown - Digital Media Specialist I, Julie Smedlund - IT & Facilities Director, John Harrington - Water Resources Director, and Mark W. Sweeney, AICP - Executive Director.

Winning entries will be announced and presented at the September 28 Board meeting. Winners will be contacted on September 29, 2023, and the top three contest winners will receive gift cards (\$50, \$100, and \$150). The photos will be featured on ACOG social media, website, and through a press release. Selected photos will also be printed and hung up throughout the ACOG office to showcase our region.

The photos submitted had to fall into one of three categories:

1. Community Events in ACOG region
2. Parks/Landscapes in ACOG region
3. Landmarks in ACOG region

The contest was open to residents of our local government membership and ACOG employees. Any photos that were taken outside of our member governments were disqualified.

The contest was advertised on Facebook and Instagram. The budget for advertising was \$250, and over the 58 days of the contest, the ad reached 26,425 people, there were 1,216 views, and it cost 21 cents per link click.

ACTION REQUESTED:

For information only.