

NOTICE OF REGULAR MEETING OF BOARD OF TRUSTEES
Video conferencing from the NODA Conference Room and various locations
2901 N. Van Buren, Enid, OK 73703
1:00pm, April 23, 2020

Join Zoom meeting
<https://us04web.zoom.us/j/73315119091>
Meeting ID: 733 1511 9091

AGENDA

- I. CALL TO ORDER** Marc Bolz, President
 - A. Flag Salute
 - B. Roll Call--Marci Hyde
 - C. Introduction of Guests--Marc Bolz, President
 - D. Approval of Minutes

- II. REPORTS**
 - A. Secretary's Report of Membership--Marci Hyde
 - B. Treasurer's Financial Report--Noel Clonts
 - C. Staff Reports (E-mailed in Board Packets)

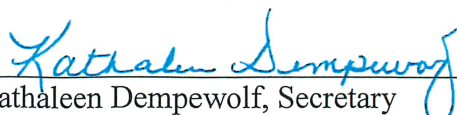
- III. BUSINESS (To meet, discuss & possibly take action on the following items)**
 - A. Executive Director Update--Jonathon Cross
 - B. Internet update--Jonathon Cross
 - C. Discussion of any changes to CEDS Mission & Vision Statements, and Overall goal.—Vicki Eggers
 - D. Addendum to NODA's Revolving Loan Fund Plan, due to CARE Act Funding and EDA Guidance (possibly adding Major County to plan) – Vicki Eggers
 - E. Resolution allowing Executive Director to approve additional RLF Plan changes necessary based upon EDA guidance. – Vicki Eggers
 - F. Discussion and take action to approve resolution authorizing the filing of an application with the Oklahoma Department of Transportation for a grant, CARES Act Funding Section 5311 and designating Marc Bolz, NODA Board Chair as the designated signee to execute certifications and assurances and/or any documents that may be required. --Jean Blough
 - G. Discussion and possible action on REAP Program (includes, but not limited to extension requests, changes of scope, needs related to project activities)--Jennifer Firkard

- IV. NEW BUSINESS IN ACCORDANCE WITH SECTION 311 (9) O.S. TITLE 25.**

- V. PUBLIC PARTICIPATION**

- VI. ADJOURNMENT**

Filed in the office of the Northern Oklahoma Development Authority on April 19, 2020 at 4:00pm

Signed 
Kathaleen Dempewolf, Secretary

Any person requiring special accommodation for participation in this meeting should contact the NODA office at least twenty-four hours in advance of the meeting time.



AUTHORIZING RESOLUTION

A RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE OKLAHOMA DEPARTMENT OF TRANSPORTATION, TRANSIT PROGRAMS DIVISION, FOR A GRANT UNDER 49 U.S.C. CARES Act Funding SECTION 5311, NONURBANIZED AREA FORMULA PROGRAM.

WHEREAS, pursuant to chapter 53 of title 49 U.S.C., the secretary of Transportation is authorized to make grants for mass transportation projects; and

WHEREAS, the Oklahoma Department of Transportation, hereinafter referred to as the DEPARTMENT, is submitting a CARES Act Funding Section 5311 Nonurbanized Area Formula grant application to the Federal Transit Administration, hereinafter referred to as the FTA; and

WHEREAS, the **Northern Oklahoma Development Authority** hereinafter referred to as APPLICANT wishes to receive financial assistance pursuant to the FTA Section 5311 Program finds that will be made available under this grant; and

WHEREAS, the APPLICANT will be required to execute a contract to receive the financial assistance pursuant to the FTA CARES Act Section 5311 program grant; and,

WHEREAS, the contract will impose certain obligations upon the APPLICANT required by the FTA in accordance with the provisions under the chapter 53 of Title 49 U.S.C., as amended.

NOW, THEREFORE BE IT RESOLVED BY THE **Northern Oklahoma Development Authority** BOARD OF DIRECTORS THAT **Marc Bolz** is authorized to:

1. submit a grant application to the DEPARTMENT seeking FTA CARES Act Section 5311 program financial assistance for the purpose of operating a rural public transit system in (Proposed Service Area), Oklahoma;
2. execute certifications and assurances or any other documents as maybe required by the DEPARTMENT and/or FTA, for the purpose of receiving said grant;
3. furnish such additional information as the DEPARTMENT and/or FTA may require in connection with the application of the project;
4. set forth and execute Disadvantaged Business Enterprise policies and procedures in connection with the projects procurement needs; and
5. execute a contract with the DEPARTMENT seeking financial assistance on behalf of the APPLICANT to aid in the financing of above said projects.





**AUTHORIZING RESOLUTION
CERTIFICATE**

The undersigned duly qualified and acting Board Chair, **Marc Bolz** of the **Northern Oklahoma Development Authority Governing Board** certifies that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the **Northern Oklahoma Development Authority Board of Directors** held on _____

Signature of Authorized Representative

Date

Northern Oklahoma Development Authority
Governing Board Chair

OFFICIAL SEAL



Economic Development Staff Reports February 2020 Report

Susmita Som, GIS: The following is nothing but the names of the projects, not the details that go with it. Ready to explain each project if needed.

CIP updates: Drummond: I had another day of GPSing with the Utility Superintendent. Same story here, some of the manholes are way deep under the streets. Most likely, the town board is going to decide if they are ready to invest in sewer line video inspection to locate the missing appurtenances. **Greenfield:** I presented the Town with the completed CIP digital mapping and the plan for public viewing for thirty days. Luckinbill is still figuring out the existing sewer manholes and cleanouts, but I have to complete this project within the grant period.

Morrison: I did a slide presentation of digital mapping of the Town's sewer, water, and storm drainage, which was the main feature of the public hearing. Morrison Capital Improvements Plan was adopted. **Newkirk:** I met with the utility superintendent for sewer lines location for the digital mapping. As usual, I asked about the missing manholes and lamp holes, and also the sewer flow directions. **Tonkawa:** We could not locate all the sewer manholes yet with the help of utilities' superintendent. The next step is GPSing of fire hydrants, which I did for four hours (27 degrees temp. outside) for the upgrading of the Tonkawa Capital Improvements Planning.

Comprehensive Plan updates: Hennessey: I prepared a blank comprehensive plan survey for the Town, which is the first step toward a comprehensive plan preparation. Now it's Town's turn to distribute the survey and wait for at least one month to get a few returns. Also prepared Income Survey Map for the Town.

Meeting: We (Cecil, Payton, and I) attended Edmond OKSCAUG User Group Meeting at Edmond Fire Department Training Center. Discussion included: Next Generation 911, GIS and Public Safety, and also from ESRI's Public Safety Answering Points.

Payton Herron, GIS, NORTPO: I mostly worked on gathering more information and data for the NW area in our region. I attended a webinar on raising awareness of artificial intelligence (AI) for transportation. I attended a SCAUG meeting about 911 and GIS. I sent a map to the Cherokee city manager, and helped Susmita Som and Gail Thomas (OEDA) print maps, as well as some map scanning. **Travel:** Edmond.

Patti Licklitter, Hazard Mitigation: County Plans: Alfalfa: Met with EM and OEM to discuss OEM comments, edit requests, etc. Attended LEPC meeting and gave update. **Blaine:** EM scheduled next committee meeting, public review period and public hearings dates. **Grant:** New EM should start in March, will schedule a meeting. **Kingfisher:** Working on application for their Hazard Mitigation Plan Update; expect submittal in March. **Woods:** Attended LEPC meeting to update on plan status, expect submittal in March. **Projects: Cleo Springs: Storm Siren:** Reimbursement received, working on close out. **Fairview: Golf Course Saferoom:** no update. **Major County: Individual safe rooms (ISR):** Talked with OEM on closeout, waiting to see if they need anything else. **Courthouse safe room:** Met with new EM, worked on bid packets. Attended Northwest Oklahoma EM meeting.

NORTPO: Monthly RTPD and Technical Committee meetings were cancelled.

Regional Plan: no update. Promoted Oklahoma Mobility survey (transit oriented) to NODA and NORTPO contacts. *Attended:* Oklahoma Mobility public meeting (ODOT) in

Ponca City. *Webinars*: Raising Awareness of Artificial Intelligence for Transportation System Management & Operations.

Travel: Alva; Cherokee (2); Fairview (2); Ponca City; Woodward.

Vicki Eggers, Director: Economic Development: *GCIA project*: Made additional edits for EDA funding. *Blackwell Industrial Authority project*: Completed and submitted EDA disaster grant application for utilities infrastructure at Blackwell Industrial Park. Prepared RLF monthly report and assisted Michelle Emmerson with auditor information. Continued discussions on possible Brownfield project, could be a few years before this is ready to do. Received notification of EDA planning grant award from Rep. Lucas' office, and interviewed by Blackwell Journal newspaper. Completed and submitted final documents to close out previous planning grant. *Attended*: Northwest Oklahoma Water Action Team meeting; Enid Connect (3); COG EDD meeting; Strate Center's Exceeding the Vision workshop; OWRB's Davis-Bacon Demo workshop; Downtown Fairview Coalition meeting; One Million Cups Enid. *Webinars*: TAB Brownfields; Job Quality in Practice (Aspen Institute); CEDS Content (NADO, EDA); Deep Dive Data: Center on Rural Innovation (NADO); Measure What Matters: (Aspen Institute)

CDBG (NODA & OEDA): Discussed current projects, and 2020 applicants with Firgard.

Hazard Mitigation: Discussed statuses and plan and/or application components with Lickliter: Plans: Alfalfa, Blaine, Grant, and Woods Counties. Projects: Cleo Springs, Major Co. Individual Safe Rooms Program, Major County Courthouse Safe Room. Applications: Fairview Golf Course Safe Rooms.

REAP (NODA & OEDA): Discussed statuses of projects, issues, and concerns with Firgard.

NORTPO/Regional Transportation Planning: Completed and submitted monthly RTPO timesheet and report. Worked on regional plan template, discussion items for technical committee meeting with Herron. Encouraged participation in Oklahoma Mobility online survey. *Attended*: Oklahoma Mobility public meeting (ODOT). *Webinars*: Navigable Waters Protection Rule (EPA).

OEDA: Discussed possible EDA projects with Lacey deWindt, and environmental elements in EDA grant applications. Discussed Guymon with Stan Ralstin (ODOC) and relayed information/request to deWindt.

Travel: Enid (5); Fairview; Oklahoma City (2); Ponca City.

NODA Revolving Loan Fund (RLF) Monthly Report February 2020

Active Loans

None

RLF bank account

2/1/2020	<i>Beginning balance</i>	\$103,104.82
	<i>Interest</i>	\$11.86
2/28/2020	<i>Ending balance</i>	\$103,116.68

RLF sequestered bank account

2/1/2020	<i>Beginning balance</i>	\$88,922.83
	<i>Interest</i>	\$10.23
2/28/2020	<i>Ending balance</i>	\$88,933.06

Total RLF funds available		192,049.74
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Balance Available to Loan:		172,844.77
<i>(90% of funds balance)</i>		

NORTHERN OKLAHOMA DEVELOPMENT AUTHORITY

COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY

2017-2021 Plan

Chapter 5. Strategic Direction

The CEDS process at NODA is a dynamic, ongoing process. This strategy and its goals, objectives and priorities are continually updated as the local economy changes and as the policies of EDA and the NODA Board of Trustees change over time.

Mission Statement

The general mission of NODA as an organization remains principally as follows:

“Provide north central Oklahoma communities and individuals the opportunity to enhance and improve their quality of life by providing necessary support services.”

For the EDA program and planning process this mission statement has been translated into the following action:

“Assist NODA communities in identifying their needs and provide the needed services through either district initiative, district capability, or through referral to or linkage with another appropriate organization.”

The function and work program of the NODA Board of Trustees serving as the CEDS committee and the Revolving Loan Fund (RLF) committee include:

1. Coordinate the review and development of the CEDS, both program and plan for implementation, including development of strategic goals and objectives.
2. Project selection and prioritization based on staff recommendations, district and EDA priorities.
3. Coordinate to insure internal consistency with the Oklahoma Rural Economic Action Plan (REAP), the Community Development Block Grant (CDBG) program, the NODA Capital Improvements Planning project (CIP) and the NODA Hazard Mitigation Planning project.
4. Review the CEDS progress and act as first point of contact for implementation activities as appropriate.
5. Review and approve or disapprove RLF loan applications and activities.
6. Review, approve and serve as the Board of Trustees for proactive initiatives.

Vision Statement

This statement addresses the Northern Oklahoma Development Authority Economic Development District's (NODA EDD) vision, goals and objectives. It should be noted that the primary economic ill of the NODA area as a whole has now become long-term economic deterioration as manifest by long-term out migration and general population decline, the long term erosion of the labor force base, the widening of the per-capita income gap and the long term brain drain. It should be further noted that the more rural areas and counties have been more greatly afflicted and their decline is or will spill over into the urban areas in time.

The Vision of the NODA EDD is a regional economy that has beaten the economic factors at work causing this long term economic decline. That is as follows:

An economy with long term growth providing a broader range of employment opportunities with average wages approaching or exceeding the national average.

Goals

The Overall Goal of the NODA EDD is:

To develop a more diversified sustainable regional economy; increase employment and the quality of employment; improvement of the general quality of life in the region by maximizing the use of available resources including federal, state and local resources to achieve this goal.

This overall goal was developed in past strategic planning activities of the NODA CEDS Committee/Board of Trustees and has been modified through discussion and presentations in the planning process over the past few years. These generalized goals and priority area objectives are more specifically detailed and stated in the three following categories.

Open REAP Projects

2/29/2020

No.	Expires	Entity	Description	Awarded	Expended	Balance	De-obligate
<u>FY19</u>							
GA19-1	7/15/2020	Breckinridge	Infra.- Sewer System Repair	85,000.00	25,805.45	59,194.55	
AL19-1	7/15/2020	Carmen	Infra.- New Water Well	100,000.00	14,701.66	85,298.34	
GA19-2	7/15/2020	Covington	Infra.- Sewer Line Replacement	100,000.00	31,239.10	68,760.90	
GA19-5	7/15/2020	Drummond	Infra.- Sewer Lagoon Rehab.	136,363.63	0.00	136,363.63	
GA19-3	7/15/2020	Fairmont	Infra.- Sewer Line Replacement	39,921.95	0.00	39,921.95	
MA19-2	1/15/2021	Fairview	Eco Dev.- New Golf Club House	50,000.00	46,895.15	3,104.85	
GR19-1	10/15/2020	Medford	Infra.- Lagoon Irrigation System	50,000.00	0.00	50,000.00	
Total FY19 open REAP grants				\$561,285.58		\$442,644.22	
<u>FY20</u>							
NO20-1	1/15/2021	Billings	AMR Water Meters/Software	71,970.00	0.00	71,970.00	
AL20-1	1/15/2021	Burlington	Gas Line Replacement	39,000.00	0.00	39,000.00	
BL20-1	7/15/2021	Canton	Street Resurfacing & Sidewalk Repair	136,363.63	0.00	136,363.63	
KF20-1	1/15/2021	Cashion	Sewer Main Replacement	59,100.34	0.00	59,100.34	
BL20-2	1/15/2021	Geary	Gas Line Replacement	40,000.00	0.00	40,000.00	
GR20-1	7/15/2021	Grant Co Dist 1	Bus & Mail Route Road Repairs	50,000.00	0.00	50,000.00	
AL20-2	1/15/2021	Helena	AMR Water Meters/Software	45,735.00	0.00	45,735.00	
KF20-2	1/15/2021	Hennessey	Waterwell Transmission Line Rehab	45,000.00	0.00	45,000.00	
GA20-1	1/15/2021	Hillsdale	Water Tower Repair	20,250.74	0.00	20,250.74	
BL20-3	7/15/2021	Hitchcock	Drainage Impv & Street Repair	80,000.00	0.00	80,000.00	
GA20-2	1/15/2021	Hunter	Sewer Lift Station Rehab	31,500.00	0.00	31,500.00	
KA20-1	1/15/2021	Kaw City	AMR Water Meters	25,810.00	0.00	25,810.00	
KA20-2	1/15/2021	Kildare FD	New Tanker Truck	20,900.00	0.00	20,900.00	
KF20-3	1/15/2021	Kingfisher	Fire Hydrant Replacement	23,969.00	0.00	23,969.00	
KF20-4	1/15/2021	Kingfisher Co RWD3	Water Storage Rehab	90,000.00	0.00	90,000.00	
GR20-2	1/15/2021	Lamont	Water Wellhouse Rehab	30,050.00	0.00	30,050.00	
KF20-5	1/15/2021	Loyal	Upgrades to Water System	50,000.00	0.00	50,000.00	
GR20-3	1/15/2021	Manchester	Water Tower Imprv & Telemetry	20,250.73	0.00	20,250.73	
MA20-1	7/15/2021	Meno	Drainage Improvements	36,419.00	0.00	36,419.00	
BR20-4	1/15/2021	Nash	Water Well #3 Replacement	74,994.96	0.00	74,994.96	
GA20-3	7/15/2021	North Enid	Concrete Streets - Two Blocks	83,052.35	0.00	83,052.35	
KF20-6	1/15/2021	Okarche	Water Well Rehab	90,000.00	0.00	90,000.00	
BL20-4	7/15/2020	Okeene	Excavator w/Trailer for Utility Dept	45,491.23	0.00	45,491.23	
NO20-2	1/15/2021	Perry	Fencing around WWTP	30,000.00	0.00	30,000.00	
MA20-2	1/15/2021	Ringwood	AMR Water Meters/Software	33,657.00	0.00	33,657.00	
GR20-5	1/15/2021	Wakta	Gas System Improvements	8,568.00	0.00	8,568.00	
Total FY20 open REAP grants				\$1,282,081.98		\$1,282,081.98	

* Possible De-Obligation of Funds to FY21

Total Open REAP Grants \$1,724,726.20

MONTHLY ACTIVITY REPORT
Jennifer Firgard - February 2020

Community Development Block Grant (CDBG)

- FY20 CDBG APPLICATIONS – Submitted Canton for CDBG/REAP on street resurfacing. Working with Ames and Hennessey for CDBG Community Revitalization due at end of March. Working with Aline, Newkirk, Jet and Wakita on CDBG Water/Wastewater due the first of May.
- BRECKINRIDGE – Sewer Main (17515-19)
Bid opening on 2/25. Three bids over budget. No quorum for March mtg. Asking for NOA extension so we can reject all bids at April mtg. Must reduce size of project and rebid.
- BURLINGTON – Storm Water Drainage (17459-13)
Pre-Construction Conf. on 2/6. Bryant & Bryant to start work 3/6.
- CARMEN – New Water Wells (17532-19)
Bid Opening set for 3/5 @ 2pm.
- CASHION – Sewer Lines (17533-19)
Bid Opening on 2/27. Five bids received. Approx \$20,000 over budget. Will do budget modification and then award at 3/2 board mtg.
- COVINGTON – Sewer Lines (17534-19)
Project set for bidding: 3/5 & 12 bid ads; 3/26 bid opening; 4/1 notice of award.
- DRUMMOND – Sewer Lagoon (17440-18)
Due to weather issues, Reed Dozer to start in March 2020.
- FAIRMONT – Sewer Lines (17535-19)
Project set for bidding: 3/12 & 19 bid ads; 4/2 bid opening; 4/8 notice of award.
- PERRY – Sewer Lines (17299-18)
Waiting on spring weather to finish sod for work site.

Rural Economic Action Plan (REAP)

Worked with open REAP projects to complete pay requests, document status and closeout projects. Conducting monitoring activities both desk top and physical. See Open REAP Report for more details.

Travel

- 2/4 – Okarcho, REAP Bid Opening
- 2/6 – Ames, CDBG App work
- 2/6 – Burlington, CDBG Pre-Const. Conference
- 2/6 – Geary, CDBG @ Board Mtg
- 2/7 – Jet, CDBG - OKgrants set up
- 2/11 – Canton, CDBG App work
- 2/12 – Jet, CDBG workshop OKgrants work
- 2/13 – Major Co, EM Brandon set up in OKgrants
- 2/19 – OWRB, Davis-Bacon Wage Software training
- 2/25 – Breckinridge, CDBG Bid Opening
- 2/24 – Okarcho, REAP NOA @ Board Mtg
- 2/25 – Canton, CDBG @ Board Mtg
- 2/27 – Cashion, CDBG Bid Opening

NODA BOARD & CEDS REGULAR MEETING MINUTES

2901 N. Van Buren, Enid, OK 73703

1:00 pm Thursday, February 20, 2020

I. **CALL TO ORDER**-Marc Bolz

A. Flag Salute

B. Roll Call-Marci Hyde

Present

Marc Bolz	Noel Clonts	Jay Hague	Chris Henderson
Max Hess	Marci Hyde	Dea Mandevill	Gary May
Stephanie Moffitt	Jeff Moss	Kent Schlotthauer	Philip Schrahl
Jason Shanks	Alvie Trissell	Toby Walker	

Absent

Mary Dungan	Dixie Johnson	Catherine Lantz	Howard Powell
Brandon Schultz	Bill Tucker		

C. Introduction of Guests-Marc Bolz

a. CJ Runyon, PC

D. Approval of Minutes from 1/23/2020.

Hyde made a motion to approve the minutes with a second from Walker. Voted Yes - Bolz, Clonts, Hague, Henderson, Hess, Hyde, Mandevill, May, Moffitt, Moss, Schlotthauer, Schrahl, Shanks, Trissell, and Walker. No – None. Motion carried.

Approval of Minutes from Special Meeting 2/4/2020.

Hess made a motion to approve the minutes from the 2/4/2020 special meeting with a second from Trissell. Voted Yes - Bolz, Clonts, Hague, Henderson, Hess, Hyde, Mandevill, May, Moffitt, Moss, Schlotthauer, Schrahl, Shanks, Trissell, and Walker. No – None. Motion carried.

II. **REPORTS**

A. Hyde – As of today's date 87 entities have paid NODA dues totaling \$76,194.50.

B. Clonts – from July 1-January 31: Total Revenue \$1,256,261.91. Total Expense \$1,283,198.99. Giving a loss of \$26,937.08.

C. Staff Reports – Emailed with the board packet. No additions at this time.

III. **BUSINESS** (To meet, discuss and possibly take action on the following items)

A. Executive Director – Jonathon Cross

a. Attended OARC Meeting this week. A Flat Budget is coming from the state. But we will still be pushing for more funds for the sub-state program.

b. Cross updated team with regards to NODAnet. Waiting on Attorney Bryce Kennedy.

- B. After discussion of the FY19 Audit with CJ Runyon, PC, Hyde made a motion to accept the audit as presented. Second from Clonts. Voted Yes - Bolz, Clonts, Hague, Henderson, Hess, Hyde, Mandevill, May, Moffitt, Moss, Schlotthauer, Schrahl, Shanks, Trissell, and Walker. No – None. Motion carried.
- C. Schrahl made a motion with a second from Walker to approve the resolution authorizing the filing of an application with the OK Dept. of Transportation (ODOT) for a Section 5311 Grant for FY2021 and designating Marc Bolz, NODA Board Chairman as the designated signee to execute certifications and assurances or any documents that may be required. Voted Yes - Bolz, Clonts, Hague, Henderson, Hess, Hyde, Mandevill, May, Moffitt, Moss, Schlotthauer, Schrahl, Shanks, Trissell, and Walker. No – None.
- D. Clonts made a motion with a second from Henderson to approve the resolution authorizing the filing of an application with the OK Dept. of Transportation (ODOT) for a Section 5339b-2019 Funds, Program Year 2020 for the purpose of purchasing ADA Minivans as replacements and designating Marc Bolz, NODA Board Chairman as the designated signee to execute certifications and assurances or any documents that may be required. Voted Yes - Bolz, Clonts, Hague, Henderson, Hess, Hyde, Mandevill, May, Moffitt, Moss, Schlotthauer, Schrahl, Shanks, Trissell, and Walker. No – None. Motion carried.
- E. Mandevill made a motion with a second from Clonts to approve the resolution authorizing the filing of an application with the OK Dept. of Transportation (ODOT) for a Section 5339a Grant FY17, FY18 Funds, Program year 2020 to purchase minivans for expansion and designating Marc Bolz, NODA Board Chairman, as the designated signee to execute certificates and assurances on any documents that may be required. Voted Yes - Bolz, Clonts, Hague, Henderson, Hess, Hyde, Mandevill, May, Moffitt, Moss, Schlotthauer, Schrahl, Shanks, Trissell, and Walker. No – None. Motion carried.
- F. REAP Program – no action at this time.
- G. No Executive Session taken.
- H. No action taken.

IV. **NEW BUSINESS** (In accordance with Section 311 (9) O.S. Title 25.)

- A. None.

V. **PUBLIC PARTICIPATION**

- A. Keep Member Howard Powell and wife in your thoughts.

VI. Hess motioned to adjourn. Second from Hague. All voted yes.

Adjourned at 1:32 pm.

Economic Development Staff Reports March 2020 Report

All ED staff were working remotely by March 23, 2020.

Susmita Som, GIS: The following is nothing but the names of the projects, not the details that go with it. Ready to explain each project if needed.

CIP updates: Drummond: I had another day of GPSing street signs and park with the Utility Superintendent and some missing valves. **Greenfield:** I completed CIP digital mapping and the plan for public viewing for thirty days. Greenfield Capital Improvements Plan was adopted on the 23rd of March. **Morrison:** Morrison Capital Improvements Plan was adopted. It was a challenging time to close out the project with three stages of paperwork digitally. However, it was completed. **Seiling:** I attended a meeting with Gena Christensen (Town Administrator), Bob Tate (Utility Superintendent), and Shara Feuerborn (Town Clerk). They talked about different zoning districts for the town. We checked block by block and designated two different commercial zones. Board members looked at it and approved it. **Tonkawa:** I had another day of Gpsing all the water wells and some of the parks in the City. We could not locate all the water valves for the upgrading of the Tonkawa Capital Improvements Planning.

Comprehensive Plan updates: Hennessey: Some of the Income Survey questionnaires from the citizens came back. We are still expecting some more returns.

Prepared **income survey maps** for Wakita and Freedom for their CDBG Project applications.

Updated Information Gathering Request from the Oklahoma Department of Commerce.

State GIS Day: We (Payton, and I) attended GIS Day at the Capitol. There were vendors and presenters from all over the state about sharing various software for Geographic Information System Mapping.

Payton Herron, GIS, NORTPO: March was a pretty slow month for the most part. Conducted Technical Committee meeting. I was supposed to attend SCAUG conference in Grapevine, TX but it was canceled due to the pandemic. Working on gathering regional data and information as well as surrounding states data. Having issues projecting the regional data with the out-of-state data because of the geographic projections used, but working on finding out information on how to better utilize the data I have found and slowly making progress. Received contact info at ODOT reach out to Gwen Johnson to see if she can help me with some of the issues.

Patti Licklitter, Hazard Mitigation: County Plans: Alfalfa: Met with EM, reviewed edits, questions for the upcoming meeting in OKC with OEM. Sent out another Capabilities Assessment Survey. Worked on edits. **Blaine:** EM had a date set for committee meeting but cancelled due to social distancing/COVID-19 requirements. Public hearings and public review period are postponed. Sent out additional questions, including another survey for OEM edits (before review). **Grant:** No updates for March. **Kingfisher:** Working on the application for the hazard mitigation plan update; waiting on signed documentation. **Woods:** More advisement from OEM and sent a Capabilities Assessment Survey to help with those edits. Meeting with EM was cancelled, not rescheduled yet. **Projects: Cleo Springs: Storm Siren:** Waiting to hear if they received close out documents. **Fairview: Golf Course Saferoom:** no update. **Major County: Individual safe rooms (ISR):** Waiting to hear from OEM about closeout documentation. **Courthouse safe room:** Bid packets were prepared. Attended the NW EM Conference March 3-5, 2020 in Enid.

NORTPO: Prepared agenda and minutes for, and attended, Technical Committee meeting. **Regional Plan:** worked on vision and mission statements, and plan name. Promoted Oklahoma Mobility survey (transit oriented) to NODA and NORTPO contacts. *Trainings:* Social Media for Businesses (part 1 of 2, Autry). *Webinars:* When Growth Outpaces Infrastructure: A Community-Engaged Assessment of Transportation Gaps (TREC); Micromobility: An Increasing Mobility Option; Exploring Transportation Statistics, (US Census); PrepTech Talk: Intelligence-Driven Resource Management & Mutual Aid Planning, (NAPSG).

Began working remotely on March 18 due to COVID-19.

Travel: Oklahoma City.

Vicki Eggers, Director: Economic Development: *GCIA project:* Submitted additional information to EDA as requested. *Blackwell IA project:* Submitted additional information as requested by EDA for disaster grant application for utilities infrastructure at Blackwell Industrial Park. Received notification it was not funded. Prepared RLF monthly report; communicated with EDA concerning RLF changes due to COVID-19 impact on business closures. Completed and submitted a Texas study project questionnaire of Oklahoma's REAP program. Scheduled OWRB for April meeting of COG Economic Development directors. Assisted Fairmont with RFP for trash services. A lot of reading on COVID-19 impact, issues, recovery, etc. *Conference Calls:* ODOC started a series of weekly, online Zoom meetings concerning COVID-19 responses, for the various organizations and programs they work with (Wednesdays, starting on March 25). I am attending the Economic Development Organizations and Chambers of Commerce calls at 11 am. *Attended:* Enid Connect; OARC/ACCO Legislative Breakfast. *Webinars:* How to Prepare Benefit-Cost Analysis for a BUILD Grant application; Epidemiological & Economic Modeling of a Pandemic (partial); NFIB COVID-19 Webinar Part III: Financial Resources & Update for Small Businesses.

CDBG (NODA & OEDA): Discussed current projects, 2020 applicants, and impact of COVID-19 with regards to public meetings, etc., with Firgard.

Hazard Mitigation: Discussed statuses and plan and/or application components with Lickliter: Plans: Alfalfa, Blaine, Grant, and Woods Counties. Projects: Cleo Springs, Major Co. Individual Safe Rooms Program, Major County Courthouse Safe Room. Applications: Fairview Golf Course Safe Rooms. Discussed public meeting requirements in light of COVID-19 restrictions.

REAP (NODA & OEDA): Discussed statuses, issues, and concerns with Firgard.

NORTPO/Regional Transportation Planning: Completed and submitted monthly RTPO timesheet and report. Worked on vision and mission statement ideas for regional plan, discussed items for technical committee meeting with Herron and Lickliter. Started PWP draft for FFY2021. Had air quality discussion with ACOG. *Attended:* Technical committee meeting; re-scheduled RTPO meeting. *Webinars:* Framework for Connected Vehicle Privacy; Transportation and COVID-19 Practices from Other Disease Outbreaks; Traffic Safety Culture Messaging.

OEDA: Discussed possible EDA projects and applications with Lacey deWindt (Buffalo and Guymon).

Other: Prepared NODANews newsletter for distribution. Self-quarantined until March 27 after learning of possible exposure to COVID-19 but was able to work remotely. Worked with Standley's on email contacts need. Prepared COVID-19 information pages for NODA website.

Travel: Enid; Oklahoma City (2).

Open REAP Projects

3/31/2020

<u>No.</u>	<u>Expires</u>	<u>Entity</u>	<u>Description</u>	<u>Awarded</u>	<u>Expended</u>	<u>Balance</u>	<u>De-obligate</u>
FY19							
GA19-1	7/15/2020	Breckinridge	Infra.- Sewer System Repair	85,000.00	25,805.45	59,194.55	
AL19-1	7/15/2020	Carmen	Infra.- New Water Well	100,000.00	14,701.66	85,298.34	
GA19-2	7/15/2020	Covington	Infra.- Sewer Line Replacement	100,000.00	31,239.10	68,760.90	
GA19-5	7/15/2020	Drummond	Infra.- Sewer Lagoon Rehab.	136,363.63	0.00	136,363.63	
GA19-3	7/15/2020	Fairmont	Infra.- Sewer Line Replacement	39,921.95	0.00	39,921.95	
MA19-2	1/15/2021	Fairview	Eco Dev - New Golf Club House	50,000.00	46,895.15	3,104.85	
GR19-1	10/15/2020	Medford	Infra.- Lagoon Irrigation System	50,000.00	0.00	50,000.00	
Total FY19 open REAP grants				\$561,285.58		\$442,644.22	
FY20							
NO20-1	1/15/2021	Billings	AMR Water Meters/Software	71,970.00	0.00	71,970.00	
AL20-1	1/15/2021	Burlington	Gas Line Replacement	39,000.00	0.00	39,000.00	
BL20-1	7/15/2021	Canton	Street Resurfacing & Sidewalk Repair	136,363.63	0.00	136,363.63	
KF20-1	1/15/2021	Cashion	Sewer Main Replacement	59,100.34	0.00	59,100.34	
BL20-2	1/15/2021	Geary	Gas Line Replacement	40,000.00	0.00	40,000.00	
GR20-1	7/15/2021	Grant Co Dist 1	Bus & Mail Route Road Repairs	50,000.00	0.00	50,000.00	
AL20-2	1/15/2021	Helena	AMR Water Meters/Software	45,735.00	0.00	45,735.00	
KF20-2	1/15/2021	Hennessey	Waterwell Transmission Line Rehab	45,000.00	0.00	45,000.00	
GA20-1	1/15/2021	Hillsdale	Water Tower Repair	20,250.74	0.00	20,250.74	
BL20-3	7/15/2021	Hitchcock	Drainage Impv & Street Repair	80,000.00	0.00	80,000.00	
GA20-2	1/15/2021	Hunter	Sewer Lift Station Rehab	31,500.00	0.00	31,500.00	
KA20-1	1/15/2021	Kaw City	AMR Water Meters	25,810.00	0.00	25,810.00	
KA20-2	1/15/2021	Kildare FD	New Tanker Truck	20,900.00	0.00	20,900.00	
KF20-3	1/15/2021	Kingfisher	Fire Hydrant Replacement	23,969.00	0.00	23,969.00	
KF20-4	1/15/2021	Kingfisher Co RWD3	Water Storage Rehab	90,000.00	0.00	90,000.00	
GR20-2	1/15/2021	Lamont	Water Wellhouse Rehab	30,050.00	0.00	30,050.00	
KF20-5	1/15/2021	Loyal	Upgrades to Water System	50,000.00	0.00	50,000.00	
GR20-3	1/15/2021	Manchester	Water Tower Impv & Telemetry	20,250.73	0.00	20,250.73	
MA20-1	7/15/2021	Meno	Drainage Improvements	36,419.00	0.00	36,419.00	
BR20-4	1/15/2021	Nash	Water Well #3 Replacement	74,994.96	0.00	74,994.96	
GA20-3	7/15/2021	North Enid	Concrete Streets - Two Blocks	83,052.35	0.00	83,052.35	
KF20-6	1/15/2021	Okarche	Water Well Rehab	90,000.00	0.00	90,000.00	
BL20-4	7/15/2020	Okeene	Excavator w/Trailer for Utility Dept	45,491.23	43,566.29	1,924.94	
NO20-2	1/15/2021	Perry	Fencing around WWTP	30,000.00	0.00	30,000.00	
MA20-2	1/15/2021	Ringwood	AMR Water Meters/Software	33,657.00	0.00	33,657.00	
GR20-5	1/15/2021	Wakita	Gas System Improvements	8,568.00	0.00	8,568.00	

<u>No.</u>	<u>Expires</u>	<u>Entity</u>	<u>Description</u>	<u>Awarded</u>	<u>Expended</u>	<u>Balance</u>	<u>De-obligate</u>
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Total FY20 open REAP grants

\$1,282,081.98

\$1,238,515.69

* Possible De-Obligation of Funds to FY21

Total Open REAP Grants

\$1,681,159.91