

NOTICE OF REGULAR SCHEDULED MEETING OF THE NODA BOARD OF TRUSTEES & CEDS

NODA Conference Room
2901 N. Van Buren, Enid, OK 73703
1:00pm, May 23, 2024

AGENDA

*All items on this agenda, including but not limited to any agenda item concerning the adoption of any ordinance, resolution, contract, agreement, or any other item of business, are subject to **amendment**, including additions and/or deletions. This rule will apply to every individual agenda item without exception, and without providing this same **amendment** language with respect to each individual agenda item. Such amendments should be rationally related to the topic of the agenda item, or the governing body will be advised to continue the item.*

The governing body may adopt, approve, ratify, deny, defer, recommend, amend, strike, or continue any agenda item. When more information is needed to act on an item, the governing body may refer the matter to its City/Trust Manager, staff, and attorney or to the recommending board, commission or committee.

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's Update – Jonathon Cross
- B. Review and approval of FY 25 Budget – Michelle Emmerson
- C. Review and discuss changes to NORTPO By-laws – Brock Spencer
- D. REAP Report (includes, but not limited to extension requests, changes of scope, needs related to project activities)
 - 1. Discussion/action to approve a change to Part II of the NODA REAP Contract as requested by OK Department of Commerce. – Vicki Eggers
- E. Next agenda item

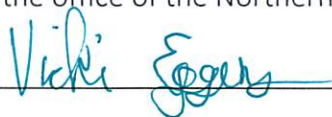
IV. NEW BUSINESS IN ACCORDANCE WITH SECTION 311 (9) O.S. TITLE 25.

V. PUBLIC PARTICIPATION

VI. ADJOURNMENT

Filed in the office of the Northern Oklahoma Development Authority May 20, 2024, at 5:00 pm.

Signed



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.

NODA BOARD & CEDS REGULAR MEETING MINUTES
2901 N. Van Buren, Enid, OK 73703
1:00 pm Thursday, April 25, 2024

I. CALL TO ORDER-Marc Bolz (1:00 pm)

A. Flag Salute

B. Roll Call-Marci Hyde

Present

Marc Bolz	Noel Clonts	Geoff Covalt	Travis Darr
Chris Henderson	Max Hess	Ashley Humphrey	Marci Hyde
Dixie Johnson	Dea Mandevill	Gary May	Jeff Moss
Howard Powell	Philip Schrahl	Bill Seitter	Jason Shanks
Toby Walker			

Absent

Kelly Fanning	Garret Johnson	Catherine Lantz	Brandon Schultz
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C. Introduction of Guests-Marci Hyde

1. None.

D. Approval of Minutes.

Amend March 21, 2024, minutes. Marci Hyde called the meeting to order and not Marc Bolz. Marc Bolz was absent in March. Clonts made a motion to approve the minutes with the above-mentioned amendment. Seconded by Seitter. Voted Yes –Henderson, Hess, Hyde, D. Johnson, Mandevill, Moss, Powell, Schrahl, Seitter and Shanks. Abstain – Bolz, Clonts, Covalt, Darr, Humphrey, May, and Walker. No – None. Motion carried.

II. REPORTS

A. Hyde – As of 4/19/2024 96 entities have paid NODA dues totaling \$100,986.60.

B. The Board reviewed the following: from July 1, 2023 – February 29, 2024: Total Revenue \$1,571,785.40. Total Expense \$1,567,772.73. Showing a profit of \$4,012.67.

C. Staff Reports – Emailed with the board packet.

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

A. Executive Director – Jonathon Cross

1. April 16th was OARC Legislative Breakfast. Cross will work better at inviting our Senators/Representatives to the event. Hyde assembled a Capitol Tour. It was fun.
2. NODA Building exterior is getting a new coat of paint. Fixing the guttering as well.
3. ODOT is still 6 months behind in paying CST for fairs.
4. Next City/Town Mayors election for Board Members will be sent out next month. County representatives will be from Blaine, Grant, Kay and Major.
5. We will be reviewing the FY25 Budget at the May 2024 meeting.
6. Working to get CST Vans ready to sell/auction.

B. Hess made a motion to appoint Trenton January from ODOT District 4 Engineers to the NORTPO Planning board. Seconded by Clonts. Voted Yes –Bolz, Clonts, Covalt, Darr, Henderson, Hess, Humphrey, Hyde, D. Johnson, Mandevill, May, Moss, Powell, Schrahl, Seitter, Shanks and Walker. No – None. Motion carried.

C. REAP Report:

1. Nothing at this time.

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

A. None.

V. **PUBLIC PARTICIPATION**

A. None.

VI. Hess made the motion to adjourn. Adjourned at 1:15 PM.

NODA Board
DATE 04-25-2024

		B-Approval of Minutes	
MARC BOLZ	✓	Abstain	
NOEL CLONTS	✓	Abstain	
GEOFF COVALT	✓	Abstain	
TRAVIS DARR	✓	Abstain	
KELLY FANNING	Absent	_____	
CHRIS HENDERSON	✓	✓	
MAX HESS	✓	✓	
ASHLEY HUMPHREY	✓	Abstain	
MARCI HYDE	✓	✓	
DIXIE JOHNSON	✓	✓	
GARRET JOHNSON	Absent	_____	
CATHERINE LANTZ	Absent	_____	
DEA MANDEVILL	✓	✓	
GARY MAY	✓	Abstain	
JEFF MOSS	✓	✓	
HOWARD POWELL	✓	✓	
PHILIP SCHRAHL	✓	✓	
BRANDON SCHULTZ	Absent	_____	
BILL SEITTER	✓	✓	
JASON SHANKS	✓	✓	
TOBY WALKER	✓	Abstain	
	17 here	10- yes	Revised 3/8/2024
		7 Abstain	
<u>Minutes</u>			
Amend March meeting. Marci Hyde called meeting to order:- not Marc Bolz. Marc Bolz was absent in March.			

REPORT OF MEMBERSHIP FY 2024

5/20/2024

As of this date 96 of entities have paid their NODA dues totaling \$100,986.60.

All entities are listed below. Those highlighted have not yet paid their dues.

ALFALFA COUNTY	BLAINE COUNTY	GARFIELD COUNTY	GRANT COUNTY
ALINE AMORITA BURLINGTON BYRON CARMEN CHEROKEE GOLTRY HELENA JET LAMBERT	CANTON GEARY GREENFIELD HITCHCOCK LONGDALE OKEENE WATONGA	BRECKINRIDGE CARRIER COVINGTON DOUGLAS DRUMMOND ENID FAIRMONT GARBER HILLSDALE HUNTER KREMLIN LAHOMA NORTH ENID WAUKOMIS	DEER CREEK LAMONT MANCHESTER MEDFORD NASH POND CREEK RENFROW WAKITA
KAY COUNTY	KINGFISHER COUNTY	MAJOR COUNTY	NOBLE COUNTY
BLACKWELL BRAMAN KAW CITY NEWKIRK PONCA CITY TONKAWA	CASHION DOVER HENNESSEY KINGFISHER LOYAL OKARCHE	AMES CLEO SPRINGS FAIRVIEW MENO RINGWOOD	BILLINGS MARLAND MORRISON PERRY RED ROCK
COUNTY COMMISSIONERS		ASSOCIATE MEMBERS	
ALFALFA BLAINE GARFIELD GRANT KAY KINGFISHER MAJOR NOBLE		106 FIRE DISTRICT BEAR CREEK BIG 4 RURAL FD DALE TOWNSHIP EAGLE CITY GARFIELD CO RWD4 GARFIELD CO RWD5 GARFIELD CO RWD6 GARFIELD CO RWD7	LUCIEN MAJOR CO RWD1 NESCATUNGA NOBLE CO RWD3 OMEGA ORION PAWNEE RWD 7 PECKHAM PIONEER-SKELETON
AFFILIATE MEMBER		HAWLEY	RANCH DRIVE
ALFALFA CO CONSERVATION		ISABELLA KILDARE KINGFISHER CO RWD3	RIVER ROAD ROCK TOWNSHIP SUMNER

***partial payment made

NODA - SFY24				
July 1, 2023 - March 31, 2024 Revenue/Expense				
Fund	Revenue	Expense	Net Profit (Loss)	
02-EDA	\$ 52,500.00	\$ 88,190.04	(\$35,690.04)	
03-Rural Fire	\$ 83,249.97	\$ 66,926.19	\$16,323.78	
04-CST	\$ 1,091,208.02	\$ 1,001,548.23	\$89,659.79	
07-NODA	\$ 286,895.09	\$ 350,114.51	(\$63,219.42)	
08-REAP-admin	\$ 102,271.50	\$ 39,030.62	\$63,240.88	
10-Mobility Management	\$ 70,629.29	\$ 67,903.62	\$2,725.67	
20-EDA RLF	\$ 18,294.49	\$ 130.13	\$18,164.36	
30-RTPO	\$ 140,660.55	\$ 206,274.69	(\$65,614.14)	
TOTAL	\$ 1,845,708.91	\$ 1,820,118.03	\$25,590.88	
REAP pass-thru:				
2022		\$ 210,489.16		
2023		\$ 1,649,120.16		
2024	\$ 1,778,270.86	\$ 65,313.42		
Total Pass-thru Revenue 7/1/23-6/30/24			\$	1,778,270.86
Total Pass-thru disbursed for FY22-FY24 as of 3/31/24			\$	1,924,922.74

FY24 receivable as of 5/20/24 \$ 466,762.42

NODA Bank Balances as of 3/31/2024

Ledger	Fund	Bank	Account	Balance
04-000	04-NTA PR	1st Nat'l Bank Weatherford	5903099	\$ 5,667.20
04-000	04-CST	Stride Bank	10443128	\$ 202,388.87
04-105	CST MMA	Stride Bank	10590561	\$ 681,705.72
07-000	07-NODA	Stride Bank	10690606	\$ 108,101.50
07-100	NODA MMA	1st Nat'l Bank Weatherford	110771	\$ 62,466.88
07-102	NODA PAYROLL	1st Nat'l Bank Weatherford	42509	\$ 9,990.00
08-000	08-REAP	1st Nat'l Bank Weatherford	8005826	\$ 3.44
08-106	REAP MMA	1st Nat'l Bank Weatherford	110853	\$ 2,091,406.99
20-000	20-EDA RLF	1st Nat'l Bank Weatherford	111041	\$ 16,583.40
20-103	RLF-SEQ	1st Nat'l Bank Weatherford	111274	\$ 200,253.19
		Unrestricted Cash	Restricted Cash	Total Cash
		\$ 1,260,586.80	\$ 2,117,980.39	\$ 3,378,567.19

Ledger	Description	Receivable
02-000-00-1125	EDA	\$ 17,500.00
03-000-00-1120	Rural Fire	\$ 11,166.66
04-000-00-1100	Logisticare	\$ 20,380.55
04-000-00-1112	ODOT	\$ 119,493.00
04-000-00-1114	LTCA	\$ 12,590.50
04-000-00-1117	City of Perry van contract	\$ 450.00
04-000-00-1119	DHS DDS	\$ 690.00
04-000-00-1190	RSVP	\$ 1,480.00
04-000-00-1200	FAREBOX	\$ 276.50
07-000-00-1115	Substate	\$ 1,136.00
07-000-00-1131	Membership Dues	\$ 227.50
07-000-00-1210	Comp Plan	\$ 9,000.00
07-000-00-1215	CIP	\$ 18,000.00
07-000-00-1300	OEDA contract	\$ 9,376.39
08-000-00-1115	REAP planning	\$ 11,363.50
08-000-00-1118	REAP Pass-thru	\$ 215,900.00
10-000-00-1800	Mobility Management	\$ 6,790.66
30-000-00-1100	RTPO	\$ 10,941.16
Total receivable for FY24 as of 4.19.24		\$ 466,762.42

AP Wire Register From History (APLT74)

N.O.D.A

Selected Date Range: 3/1/2024 thru 3/31/2024

Wire Nbr.	Wire Date	Vendor No	Vendor Name	Wire Amount
Bank Number: 1		Bank Account: 10443128		
-1490	3/31/2024	3354	FINISH LINE FUELS, LLC	\$2,639.98
-1484	3/27/2024	3408	OKLA. GAS & ELECTRIC CO.	\$117.07
-1483	3/24/2024	4813	PIONEER	\$249.13
-1482	3/24/2024	3354	FINISH LINE FUELS, LLC	\$2,346.93
-1478	3/18/2024	3354	FINISH LINE FUELS, LLC	\$2,614.64
-1476	3/15/2024	3382	TOUCHTONE COMMUNICATIONS	\$44.68
-1475	3/15/2024	4813	PIONEER	\$303.56
-1469	3/10/2024	3354	FINISH LINE FUELS, LLC	\$2,728.74
-1466	3/3/2024	3354	FINISH LINE FUELS, LLC	\$1,046.46
Bank Account Totals:				\$12,091.19

Bank Number: 1		Bank Account: 10690606		
-1511	3/29/2024	3408	OKLA. GAS & ELECTRIC CO.	\$831.00
-1489	3/31/2024	4909	VISA	\$913.96
-1488	3/31/2024	3354	FINISH LINE FUELS, LLC	\$207.27
-1487	3/29/2024	3713	OKLAHOMA TAX COMMISSION	\$990.00
-1486	3/29/2024	3714	INTERNAL REVENUE SERVICE	\$7,073.73
-1485	3/28/2024	3409	OKLAHOMA NATURAL GAS	\$397.67
-1481	3/24/2024	3354	FINISH LINE FUELS, LLC	\$52.88
-1480	3/18/2024	3337	CARD SERVICE CENTER	\$316.06
-1477	3/18/2024	3354	FINISH LINE FUELS, LLC	\$208.82
-1474	3/15/2024	4632	TEXAS LIFE INSURANCE COMPANY	\$60.30
-1473	3/15/2024	3713	OKLAHOMA TAX COMMISSION	\$959.00
-1472	3/15/2024	3714	INTERNAL REVENUE SERVICE	\$6,781.27
-1471	3/15/2024	3444	CITY OF ENID	\$141.35
-1470	3/15/2024	3288	AFLAC	\$309.70
-1468	3/10/2024	3354	FINISH LINE FUELS, LLC	\$250.62

AP Wire Register From History (APLT74)

N.O.D.A

Selected Date Range: 3/1/2024 thru 3/31/2024

Wire Nbr.	Wire Date	Vendor No	Vendor Name	Wire Amount
-1465	3/3/2024	3354	FINISH LINE FUELS, LLC	\$108.67
-1464	3/4/2024	4882	GLOBE LIFE	\$415.21
-1455	3/1/2024	3713	OKLAHOMA TAX COMMISSION	\$952.00
-1454	3/1/2024	3714	INTERNAL REVENUE SERVICE	\$6,740.87
Bank Account Totals:				\$27,710.38
Bank Number: 2		Bank Account: 110853		
-1467	3/15/2024	3533	TOWN OF DRUMMOND	\$62,747.50
Bank Account Totals:				\$62,747.50
Total Wires:				\$102,549.07

AP Check Register From History (APLT73)

N.O.D.A

Selected Date Range: 3/1/2024 thru 3/31/2024

Check No	Check Date	Vendor No	Vendor Name	Check Amount
Bank Number: 1		Bank Account: 10443128		
7720	3/6/2024	3358	GARBER MUNICIPAL AUTHORITY	\$105.50
7721	3/6/2024	3402	MERRIFIELD'S	\$456.93
7722	3/6/2024	3519	OPEH&W	\$4,378.48
7723	3/6/2024	4268	O'Reilly Auto Parts	\$181.07
7724	3/6/2024	3486	OTA/PIKEPASS	\$144.90
7725	3/6/2024	3380	RITA KROLL PETTY CASH	\$217.42
7726	3/6/2024	3381	SOONER AUTO	\$180.00
7727	3/6/2024	4877	Summit Utilities Oklahoma Inc	\$140.30
7728	3/6/2024	3780	TIFFANY PLUNKETT	\$238.52
7729	3/6/2024	4908	Verizon	\$1,601.68
7730	3/14/2024	3369	K & S TIRE, INC.	\$52.44
7731	3/14/2024	3367	KINGFISHER TIMES & FREE PRESS	\$54.74
7732	3/14/2024	3490	PERRY DAILY JOURNAL	\$80.00
7733	3/14/2024	4925	Shelly Moore	\$150.00
7734	3/14/2024	3381	SOONER AUTO	\$479.21
7735	3/14/2024	4207	Southern Tire Mart	\$121.25
7736	3/14/2024	3780	TIFFANY PLUNKETT	\$143.38
7737	3/20/2024	3369	K & S TIRE, INC.	\$84.15
7738	3/20/2024	4268	O'Reilly Auto Parts	\$179.32
7739	3/20/2024	4925	Shelly Moore	\$150.00
7740	3/20/2024	3381	SOONER AUTO	\$135.00
7741	3/20/2024	4531	STANDLEY SYSTEMS	\$40.85

AP Check Register From History (APLT73)

N.O.D.A

Selected Date Range: 3/1/2024 thru 3/31/2024

Check No	Check Date	Vendor No	Vendor Name	Check Amount
7742	3/20/2024	3780	TIFFANY PLUNKETT	\$72.36
7743	3/27/2024	4299	Farmers Grain Company	\$881.44
7744	3/27/2024	3402	MERRIFIELD'S	\$67.18
7745	3/27/2024	4268	O'Reilly Auto Parts	\$90.45
7746	3/27/2024	4925	Shelly Moore	\$150.00
7747	3/27/2024	3381	SOONER AUTO	\$832.20

Bank Account Totals:**\$11,408.77**

Bank Number: 1

Bank Account: 10690606

12082	3/6/2024	4297	DocuGuard	\$33.00
12083	3/6/2024	4450	Jennifer Firdard	\$85.00
12084	3/6/2024	4761	MARC BOLZ	\$33.50
12085	3/6/2024	3519	OPEH&W	\$11,177.50
12086	3/6/2024	3486	OTA/PIKEPASS	\$20.60
12087	3/6/2024	3381	SOONER AUTO	\$94.70
12088	3/6/2024	4696	TOBY WALKER	\$44.22
12089	3/6/2024	4908	Verizon	\$629.14
12090	3/14/2024	4881	Chanler Cory	\$120.60
12091	3/14/2024	4808	Culligan Of Enid	\$25.00
12092	3/14/2024	4457	Slater Mechanical	\$257.00
12093	3/14/2024	4761	MARC BOLZ	\$33.50
12094	3/14/2024	4696	TOBY WALKER	\$44.22
12095	3/20/2024	4930	BLUEPEAK	\$165.00
12096	3/20/2024	4901	Brock Spencer	\$396.64

AP Check Register From History (APLT73)

N.O.D.A

Selected Date Range: 3/1/2024 thru 3/31/2024

Check No	Check Date	Vendor No	Vendor Name	Check Amount
12097	3/20/2024	4881	Chanler Cory	\$120.60
12098	3/20/2024	3334	COMPUTER INFORMATION CONCEPTS	\$159.52
12099	3/20/2024	4940	International Economic Dev. Council	\$495.00
12100	3/20/2024	4531	STANDLEY SYSTEMS	\$143.35
12101	3/20/2024	4943	Steve Parkins	\$916.80
12102	3/27/2024	4594	CATHERINE LANTZ	\$133.33
12103	3/27/2024	3363	CHRIS HENDERSON	\$84.42
12104	3/27/2024	3368	DEA MANDEVILL	\$37.52
12105	3/27/2024	4726	DIXIE JOHNSON	\$60.30
12106	3/27/2024	4947	GreatAmerica Financial Svcs	\$409.73
12107	3/27/2024	3360	MARCI HYDE	\$91.12
12108	3/27/2024	4582	MAX HESS	\$56.28
12109	3/27/2024	4318	Philip Schrahl	\$32.16
12110	3/27/2024	3445	VICKI EGGERS	\$91.55
12111	3/27/2024	4881	Chanler Cory	\$139.00
12112	3/27/2024	3711	MICHELLE EMMERSON	\$159.23
12142	3/29/2024	3857	OPERS	\$18,288.00

Bank Account Totals: \$34,577.53

Bank Number: 2

Bank Account: 111041

10012	3/20/2024	4941	Bruckner's Truck & Equipment	\$32,323.19
10013	3/20/2024	4836	G.R.O.W Trucking	\$30,849.84
10014	3/20/2024	4945	Harland McClaskey	\$17,500.00
10015	3/20/2024	4944	Meadors, Adams, & Lee	\$13,696.10

AP Check Register From History (APLT73)

N.O.D.A

Selected Date Range: 3/1/2024 thru 3/31/2024

Check No	Check Date	Vendor No	Vendor Name	Check Amount
Bank Account Totals:				\$94,369.13
Bank Number: 2	Bank Account: 8005826			
10390	3/6/2024	3484	CITY OF MEDFORD	\$6,768.62
10391	3/14/2024	3501	TOWN OF BRAMAN	\$10,000.00
10392	3/27/2024	3484	CITY OF MEDFORD	\$50,942.37
Bank Account Totals:				\$67,710.99
Total Checks:				\$208,066.42

Economic Development Staff Reports April 2024 Report

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

CIP: Burlington: I attended the CIP application phase public hearing for the Town. We will submit the CIP application when the meeting minutes are available. **Breckinridge:** I am working with Ms. Susie Shumate on the paperwork to close the project. I have to prepare big maps for the Town's Capital Improvements Plan. **Carmen:** Carmen is busy with utility work around the Town, and the Town has no time for GPSing. I will visit them soon when they are ready. **Garber:** I visited the City of Garber and completed GPSing the street signs with Mr. Jerry Carson. I also visited Buck Klasing with the upgrading of water lines throughout the City. **Kaw City:** I am still working with the Town on completing the lengthy CIP application procedure and the upcoming public hearing. **Longdale:** I sent the necessary paperwork to start an income survey to the Town clerk. The Town has completed its income survey to qualify for CIP Grants. Now, I have to prepare the digital mapping for the income survey, which is a must for the ODOC. **Marland:** I visited the Town to upgrade CIP and talked to the town officials about the documents needed, such as the audit. However, this year, we can't apply without it. **Comp. Plans: Cleo Springs:** The Town adopted the Comprehensive Plan after one month of public viewing. I also discussed establishing zoning ordinances with the Town lawyer ASAP because adopting the plan is ineffective without established land use ordinances. **Other: Kingfisher:** Mr. Ryan Deatherage, Kingfisher County's Director of 911 and Emergency Management, visited NODA. I helped prepare a county-wide road map for EMT responders to know the roads to ensure proper timing and support for citizens and their property. **Wakita:** I sent the water meter GPS locations again to the town clerk in preparation for the Oklahoma lead line inspection by DEQ. **CDBG Training:** I attended CDBG Continuing Education Training in Oklahoma City on April 16. **Census:** I also attended a Microsoft Teams Meeting with Ms. Maria Valdisera from the Census Dissemination Outreach Branch to contribute our feedback on data.census.gov to enhance the user experience with their site. **Webinars:** Fighting Fire with Data (NAPSG Foundation). I attended a webinar, "How Zoning Broke the American City and How to Fix It" by the Smart Growth Network and the Maryland Department of Planning. It reviews how the overuse of outdated zoning regulations created a lack of housing and how to create more equitable and livable spaces.

Payton Herron, GIS, NORTPO: During the month of April, I finished the Enid area trails map and started working on Kay County. Hopefully, this will all be compiled into an interactive map on the website. On the 3rd I attended the ODOT RTPO meeting via Teams. On the 23rd, I traveled to Felt, Okla., to install a traffic counter and stayed the night to check on it the next morning. On the 25th, I attended the NORTPO Policy Board meeting. On the 30th, I traveled to back Felt to pick up the traffic counter.

Brock Spencer, NORTPO: Coordinated with municipalities on the TAP grant and shared further information on call for projects, and application deadline while offering letters of support. Specifically, assisted Woods County in their application. Began the administration process for the PROTECT Grant in Grant County and collaborated with CED8 over potential local match solutions. Focused on improving GIS skills with training, and creation of OEDA map for the region with highways. Coordinated with RTPO's over the joint certification agreements, tools to utilize in creation of the regional plan, and Safe Routes to Parks program. Collaborated with OSU over Rural Research Initiative, RAV

program, and potential Safe Routes to School grant opportunities. Discussed with the Kaw Nation their newest LRTP and identified common areas of concern in both regional plans. Planned multiple traffic counts for a bridge grant in collaboration with CED8 and set up a traffic counter in Felt, Oklahoma. Began working on designation application for RTPO. Consulted with Payton on a litany of subjects including OEDA updated highways map, and the regional story map presentation. **Other:** website and social media updates. **Mobility Management:** Coordinated with Chanler over various transit issues in the area including, transparency of coordination between 5310's and 5311's, and preparation of community transportation meetings in both Enid and Beaver. Analyzed budget, and hours of Mobility Management. **Attended (in person):** NW Community Chat Meeting (Data on Opioid w/ Transit); Safe Oklahoma Summit; CED8 meeting (Grant Assistance MEGA/MPDG/ATIIP); NORTPO Policy Board Meeting (Regional Story Map, Presentation, PROTECT Grant Award, Grants MPDG, TAP, ATIIP, MRDAF; Updates, Safety Summit ODOT); NODA Board Meeting (PROTECT Grant, Trenton January Appointed to NORTPO Policy Board). **Attended (via Zoom and/or Teams):** ODOT RTPO Meeting; 5310 Coordinated Plan Meeting (Call Centers/Tech Assistance); ATIIP Discretionary Grant NOFO Information Session by FHWA; Oklahoma Mobility Institute Board Meeting (Grants Presentation). **Webinars:** Distracted Driving Awareness Month by NSC Road to Zero; The Microtransit Edge: Yolo County's Journey from Idea to Impact by RideCo; Public Engagement Techniques by National Center for Rural Road Safety. **Travel:** Stillwater (OSU Rural Renewal Initiative); Braman/Kaw Nation (2), (CST and PICK hours, dangerous intersections – potential roundabout solutions, and long-term traffic study with analysis, connecting transportation facilities, and EV charging stations); Tecumseh (Walking Audit); Oklahoma City (OARC Legislative Breakfast); Midwest City (Safe Oklahoma Summit – Equity in Transportation, Aging in Transportation, Data in Transportation); Braman/Kaw Nation Felt (2), (Traffic Study).

Chanler Cory, Mobility Management (Northwest Oklahoma): In the past month, our focus has been on enhancing our mobility management program and refining training protocols. A key event was our quarterly round table held at the ODOT office on the 4th. During this session, Olivia Hook delivered updated training content for Mobility Managers. Although the material itself wasn't new to me, the structured delivery approach was. Going forward, training for new Mobility Managers will be conducted on a scheduled basis only. This means that newcomers must attend one of the scheduled training sessions with Olivia. This change is necessary due to the increasing number of Mobility Managers, making it impractical to provide one-on-one training. In addition to training updates, we provided expertise to the Kansas mobility management team at Pelivan Transit on technology and the RFP process, specifically regarding Via technology. A significant announcement this month is that Olivia Hook will be leaving the Mobility Management Program to pursue opportunities in private planning/consulting. As a result, the position for Mobility Management Coordinator is currently open. The Mobility Management program will remain the same. **Attended (in person):** Community Transportation meeting, Quarterly round table, Pelivan Transit meeting, NORTPO Policy Board meeting. **Attended (via Zoom and/or Teams):** Wednesday workshop x3, NW coordinated plan meeting #6, Training session x3, 5310 and 5311 ODOT meeting, Mobility management weekly meeting x3, Mobility management and the chronic disease came managers meeting. **Webinars:** CTS Webinar: Strategies for Enhancing Rural Community Transit. **Travel:** OKC, Big Cabin.

Vicki Eggers, Director: Economic Development: Worked on information for CEDS. Conducted staff meeting. Researched various potential grants for communities. Had

several meetings (some in person, some virtual) with various Perry officials concerning grants for their many projects/needs. Attended OML's Retail Summit and visited with some community leaders, counterparts, etc. Received call from Okla. Tax Comm. for discussion on sales tax related to community events, fundraisers, etc. Completed and submitted financial report and draw request for NODA planning grant. Several discussions with Richard Raupe on potential grant for Okeene truck stop project. **CARES Act project: FRMC:** Had a TEAMS call with Stacey Webb and Yogin Rawal (EDA staff) about status of project, re-sent final pay application documentation. Emailed Fairview auditor about status of audits. Submitted this project for SWREDA Star of the Southwest Award, notified it is the award recipient for Oklahoma. **RLF:** Prepared and submitted monthly report, monthly invoices, and updated accounts' spreadsheets. Received a new loan application for Chisholm Trail Milling; prepared documents for, scheduled, and attended RLF loan committee meeting; requested additional information for follow-up meeting. Met with Meredith Westfahl about trainings for RLF applicants and recipients. **CDBG:** Discussed projects' statuses with Jennifer Figard, and issues with certain ODOC staff. **REAP:** Discussed various projects with Figard, changes needed for REAP plan. **Other:** Discussed SWERDA conference "welcome bags" items with Jonathon Cross, collected for Cecil Michael to take to ACOG. Work with Fairmont on SLFRF reporting documents, and searched DWSRF documents for them then emailed them to mayor and clerk. **Attended** (in person): Enid Brewing's 5-year ribbon cutting celebration; ERDA annual luncheon; Okeene city council meeting; Fairmont town board meeting and special meeting (budget); OARC legislative breakfast at the Capitol; NODA Board meeting. **Attended** (via Zoom and/or TEAMS): Select Oklahoma monthly meeting; ODOC quarterly meeting (2); GGEDA CEDS committee meeting; Noble Co. YMCA Zoom call; OWRB virtual meeting; Western Prosperity Forum Live Stream (2 hours). **Webinars:** ARPA Reporting Walkthrough and Office Hour (OML); Tax-Saving Strategies for 2024 (NFIB); What's In It For Rural? Analyzing The Opportunities for Rural America in IJJA, CHIPS, and IRS (NACo/Brookings Institute); Increasing Community Impact With Meaningful Engagement (Forth Mobility); How Zoning Broke the American City and How to Fix It (Maryland Dept. of Planning); Marketing Your RLF 2.0 (Grow America); Growing Inclusive Cluster: Insights and Panel Discussion (EDA/RTI International); Reviewing Credit Reports (REI); Food for Thought: FAQs in Food Manufacturing (OSBDC); Instantly Improve Public Speaking for Technical Professionals (Rural Road Safety Center); Resources for Supporting International Business Attraction (CHIPS for America); RLF and Your Capital Stack (EDD CoP). Recordings of missed webinars in March: Improved Interface: Learn How to Use the Newly Enhanced National Economic Resilience Data Explorer (NERDE); An Award-Winning Strategy for Public Participation: How Pittsburgh Engaged 20,000! (Social Pinpoint/MetroQuest); Building a Wealth Creation Learning Community (NADO). **NORTPO/Transportation Planning:** Various discussions with Brock Spencer and Payton Herron on maps, data, webinars, etc. **Attended** (in person): NORTPO policy board meeting. **Attended** (via Zoom and/or TEAMS): RTPO meeting; NEORTPO technical committee meeting. **Webinars:** The Accountability of Trust: Standards and AI (ITS America). **All Travel:** Enid (3), Fairmont, Okeene, Oklahoma City, Perry (2).

NODA Revolving Loan Fund (RLF) Monthly Report

April 2024

Mission:

Goal: The overall goal is to create new, long-term, high quality jobs.

Obligated Loans Balance to Expend

GROW II	\$630.87
Total	\$630.87

NODA RLF bank account

4/1/2024	<i>Beginning balance</i>	\$200,253.19
	<i>Interest</i>	\$533.46
	<i>Deposits</i>	\$0.00
	<i>Withdrawal</i>	\$0.00
4/30/2024	<i>Ending balance</i>	\$200,786.65
	NODA RLF funds available	\$200,786.65

CARES RLF bank account

4/1/2024	<i>Beginning balance</i>	\$30,279.50
	<i>Interest</i>	\$57.08
	<i>Deposits</i>	\$3,931.48
	<i>Withdraw</i>	\$13,696.10
4/30/2024	<i>Ending balance</i>	\$20,571.96
	CARES Act Relending funds available	\$20,571.96

Less Obligated Loans \$630.87

Total Available to Loan **\$220,727.74**

Total CARES Portfolio **\$540,994.32**

Total RLFs Portfolio **\$741,780.97**

JENNIFER FIRGARD - APRIL 2024 MONTHLY REPORT

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

FY2024 CDBG APPLICATIONS	
Helena Funded. Next grand cycle starts January 15, 2025	
BRAMAN - Community Bldg (18158-20) Awarded: \$150,000 Grant Admin: \$8,000	DRUMMOND - Sewer Lagoon (18857-22) Awarded: \$136,363.63 Grant Admin: \$7,500
ODOC approved Contract extension to 10/2024. Rick Scott Construction has started. Interviewed carpenters and electricians. Had to redo all framing in kitchen. Previous contractor did not attach it to ceilings. Was going to fall over and hurt someone. Pay Application under review with payroll logs.	Employee interviews complete. Liner being installed in April.
HELENA - Street Resurfacing (19417-23) Awarded: 136363.63 Grant Admin: \$9,000	
Contract start date 4/12/2024. First state is the Environmental Review. All is completed. Waiting on clearance letters from SHPO and OAS. NODA contract on 5/8 agenda for approval to be grant administrator.	

TRAVEL

- 4/3 - Covington, REAP & SAM.gov
- 4/3 - Braman, CDBG Emp Interview
- 4/3 - Braman, CDBG Fair Housing/Contract Ext Mtg
- 4/4 - Enid, ERDA luncheon
- 4/10 - Marland, ARPA and SAM.gov
- 4/10 - Cleo Springs, REAP invoices
- 4/12 - Drummond, CDBG Emp Interview
- 4/16 - Capitol, OARC Legislative Breakfast
- 4/17 - KEDDO, REAP & CDBG
- 4/18 - Cleo Springs, Friends of Cleo Mtg

Open REAP Projects

4/30/2024

<u>No.</u>	<u>Expires</u>	<u>Entity</u>	<u>Description</u>	<u>Awarded</u>	<u>Total Expended</u>	<u>April Expenses</u>	<u>Balance</u>	<u>De-obligate</u>
FY22								
AL22-2	1/10/2025	Carmen	Water Tower Rehabilitation	80,172.76	19,854.76	0.00	60,318.00	
Total FY22 open REAP grants				\$80,172.76		\$0.00	\$60,318.00	
FY23								
BL23-2		Hitchcock	AMR Water Meters	99,632.25	67,483.79	0.00	32,148.46	*DEOB
GR23-4		Wakita	Water Telemetry System	63,710.00	50,578.70	8,456.27	13,131.30	*DEOB
KA23-1	6/30/2024	Braman	Water Line Replacement	65,500.00	10,000.00	0.00	55,500.00	
BL23-1		Canton	AMR Water Meters	117,610.58	117,610.58	0.00	0.00	Closed 4/15
MA23-1	5/1/2024	Cleo Springs	Booster Pump and Fence	125,000.00	125,000.00	21,502.50	0.00	Closing May
GA23-1	3/30/2025	Drummond	Sewer Lagoon Rehabilitation (CDBG-REAP)	136,363.63	81,747.50	0.00	54,616.13	
GR23-1	7/10/2024	Grant County Dist. 3	1 Mile Road/Drainage Improvements	48,500.00	0.00	0.00	48,500.00	
GR23-2		Medford	Lagoon Irrigation Project	125,900.00	125,900.00	0.00	0.00	Closed 4/12
GA23-6	6/30/2024	Waukomis	Well Field Work	125,000.00	12,799.87	0.00	112,200.13	
Total FY23 open REAP grants				\$907,216.46		\$29,958.77	\$316,096.02	
FY24								
MA24-1	1/8/2025	Ames FD	50'x80'x14' Metal Fire Storage Building	160,000.00	0.00	0.00	160,000.00	
KA24-1	1/8/2025	Blackwell	WTP Lime Slakers Replacement	150,000.00	0.00	0.00	150,000.00	
GA24-1	7/8/2025	Breckinridge	Connection to Garber Waterline	125,000.00	0.00	0.00	125,000.00	
GA24-2	7/8/2025	Covington	Sewer Line Replacement	165,650.53	0.00	0.00	165,650.53	
GR24-1	1/8/2025	Deer Creek	Chlorine Building Upgrades	39,725.00	0.00	0.00	39,725.00	
GA24-3	1/8/2025	Fairmont	Sewer Line Replacement w/Flow Meter	99,999.00	0.00	0.00	99,999.00	
GA24-4	1/8/2025	Garber	60+ AMR Water Meters & Software	111,250.00	0.00	0.00	111,250.00	
GA24-5	1/8/2025	Garfield Co RWD #4	Water Tower Rehabilitation	75,000.00	0.00	0.00	75,000.00	
BL24-1	1/8/2025	Greenfield	New Sewer Lift Station	200,000.00	0.00	0.00	200,000.00	
AL24-1	7/8/2025	Helena	Asphalt Overlay Streets (CDBG/REAP)	136,363.63	0.00	0.00	136,363.63	
KF24-1	1/8/2025	Hennessey	Water Line Size Increase & Replacement	160,000.00	0.00	0.00	160,000.00	
GA24-6	7/8/2025	Hillsdale	Storm Water Drainage Improvements	26,700.00	0.00	0.00	26,700.00	
AL24-2	7/8/2025	Jet	Asphalt Overlay Streets	54,000.00	0.00	0.00	54,000.00	
KA24-2	1/8/2025	Kaw City	Sewer Line & Manhole Replacement	100,000.00	0.00	0.00	100,000.00	
GA24-7	1/8/2025	Kremlin	Water Standpipe Renovation	89,270.00	0.00	0.00	89,270.00	
GR24-2	1/8/2025	Lamont	Sewer Sprinkler Irrigation Improvements	120,600.00	0.00	0.00	120,600.00	
MA24-2	1/8/2025	Major Co EMS	Ringwood EMS Bunkhouse	124,999.00	0.00	0.00	124,999.00	
MA24-3	1/8/2025	Major Co RWD #1	Water Transmission Line Relocation	150,000.00	0.00	0.00	150,000.00	
GR24-3	1/8/2025	Manchester	South Water Tower Renovation	129,050.00	0.00	0.00	129,050.00	
MA24-4	1/8/2025	Meno	Sewer Lift Station Upgrades	40,278.00	16,296.00	16,296.00	23,982.00	
GA24-8	7/8/2025	North Enid	Concrete 2 Blocks Streets w/Culverts	83,470.34	0.00	0.00	83,470.34	
KF24-2	1/8/2025	Okarche	Underground Water Storage Tank Reno	125,000.00	0.00	0.00	125,000.00	
NB24-2	1/8/2025	Pawnee Co RWD #7	Water Line Installation	125,000.00	0.00	0.00	125,000.00	
MA24-5	1/8/2025	Ringwood	ADA Upgrades to Senior Center	50,000.00	42,577.72	0.00	7,422.28	Closing May
KA24-3	1/8/2025	Tonkawa	1410 Auto Read Electric Meters	100,000.00	0.00	0.00	100,000.00	
BL24-2	1/8/2025	Watonga	Emergency Communication Equipment	40,000.00	0.00	0.00	40,000.00	
Total FY24 open REAP grants				\$2,781,355.50		\$16,296.00	\$2,722,481.78	
				Total Open REAP Grants REAP Grants			\$3,098,895.80	

* De-Obligation of Funds to FY25

2) Purposes for the funds have not been or will not be fulfilled or would be illegal to carry out.
Contractor has submitted incorrect or incomplete documentation pertaining to this contract.

- C. In the event of termination or suspension, the Contractor shall be entitled to reimbursement for reasonable and necessary expenses and payment for otherwise valid and allowable obligations incurred in good faith prior to notice of such action. The Contractor shall reduce all obligations, prepaid expenses and other costs to the minimum possible.
- D. The Contractor shall not be relieved of liability to the NODA for damages sustained by the NODA by virtue of any breach of this contract by Contractor or Subcontractor. The NODA may withhold payments due under this contract pending resolution of the damages.

20. Audits

- A. The NODA may obtain and review audits of the Contractors and Subcontractors to fulfill its responsibility to ensure that all projects funded through the NODA comply with the provisions of this agreement. Such an audit of the project may be performed coincidental to any required annual financial audit of the Contractor or Subcontractor.
- B. In the alternative the NODA may collect documentation on all the projects it funds and have that documentation audited to ensure that those projects have been performed in compliance with the provisions of this contract. Such an audit of those projects may be performed coincidental to any required annual financial audit of the Contractor and Subcontractor.

21. Entire Agreement

This contract constitutes the entire agreement between the NODA and the Contractor; and is final and complete. No evidence of alleged prior dealings, course of dealing or performance not specifically set out herein shall be deemed in any sense relevant to supply any unexpressed term to supplement or qualify this contract or to add any stipulation or obligation different from or inconsistent with the express provisions of this contract.

22. Severability Clause

If any provision under this contract or its application to any person or circumstance is held invalid by any court of competent jurisdiction, such invalidity shall not affect any other provision of this contract or its application that can be given effect without the invalid provision or application.

23. Change of Use of Real and/or Personal Property

Contractor may not change the use or planned use of any such property (including the beneficiaries of such use) from that for which the acquisition or improvement was made, unless the Contractor provides the NODA with reasonable notice of any proposed change, the new use must qualify as an eligible project, has received the NODA board of trustees' approval. If the Contractor determines, after consultation with the NODA board of trustees, that it is appropriate to change the use of the property to a use which does not receive the NODA approval, it may retain or dispose of the property for the changed use if the Contractor reimburses the NODA REAP grant program the original amount paid with REAP funds. If the change in use occurs after 5 years of grant closeout the reimbursement shall be in the amount of the fair market value of the property, less any portion of the value attributable to expenditures of non-REAP funds for acquisition of, and improvements to, the property.

Current policy

2) Purposes for the funds have not been or will not be fulfilled or would be illegal to carry out.
Contractor has submitted incorrect or incomplete documentation pertaining to this contract.

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23. Change of Use and Disposal of Property

- A. All REAP funded purchases cannot be sold or salvaged within the first five (5) years of ownership. If this does happen, the proceeds shall be returned to the NODA REAP fund. Please contact NODA if this action is going to take place.
- B. If you change the use or planned use of any property from its original use, you must get prior approval from NODA.

24. Inventory Tracking

All REAP funded equipment or non-expendable property acquired with a useable life expectancy of more than one (1) year shall be maintained on an inventory list at NODA with inventory checks conducted annually. See NODA Policies & Procedures, Inventory Tracking section for more details.

Update per ODOC