

# NOTICE OF REGULARLY SCHEDULED MEETING OF THE NODA BOARD OF TRUSTEES & CEDS

NODA Conference Room  
2901 N. Van Buren, Enid, OK 73703  
1:00 pm, June 27, 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 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. Workers Compensation Renewal for NODA
- C. Workers Compensation Renewal for NODA Transit Authority
- D. An update from Susmita about the communities NODA is helping with the Capital Improvements Planning and digital mapping.
- E. PROTECT Grant - Discuss, and possibly approve a MOU between NODA and Grant County over the PROTECT Grant funds. – Brock Spencer and Max Hess
- F. NORTPO Policy Board Bylaws - Discuss and possibly approve an amendment to the NORTPO Policy Board's By-laws – Brock Spencer
- G. REAP Report (includes, but not limited to extension requests, changes of scope, needs related to project activities)
  - 1. Braman Extension Request - Vicki Eggers

### 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 June 20, 2024, at 8:00 pm.

Signed \_\_\_\_\_

A handwritten signature in blue ink, appearing to read "Vicki Egan", is written over a horizontal line.

*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 p.m. Thursday, May 23, 2024**

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

- A. Flag Salute
- B. Roll Call-Marci Hyde

**Present**

Marc Bolz	Noel Clonts	Geoff Covalt	Kelly Fanning
Chris Henderson	Max Hess	Ashley Humphrey	Marci Hyde
Garret Johnson	Catherine Lantz	Dea Mandevill	Gary May
Howard Powell	Brandon Schultz	Bill Seitter	Toby Walker

**Absent**

Travis Darr	Dixie Johnson	Jeff Moss	Philip Schrahl
Jason Shanks			

**C. Introduction of Guests-Marc Bolz**

Jeff White—Alfalfa County Conservation District Board Member

**D. Approval of Minutes.**

Gary May made a motion to approve the minutes, seconded by Bill Seitter.

Aye-Boltz, Clonts, Covalt, Fanning, Henderson, Hess, Humphrey, Hyde, Johnson, Lantz, Mandevill, May, Powell, Schultz, Seitter, Walker. Nay-none. Motion carried.

**II. REPORTS**

- A. Hyde-As of 05/23/2024, 96 entities have paid NODA dues totaling \$100,986.60.
- B. The Board reviewed the following from July 1, 2023-March 31, 2024—Total Revenue \$1,845,708.91. Total Expense \$1,820,118.03. Profit of \$25,590.88.
- 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. Jennifer Figgard took a position with Myers Engineering. Vicki Eggers is doing extra duty. OEDA and NODA will not have this as a combined position. Advertising is being done currently to fill the position.
- 2. Painting and guttering projects are completed.
- 3. Board elections will be held June 15<sup>th</sup>. (Blaine, Grant, Kay, and Major)
- 4. Legislative Update—There is not a state budget as of this time.
- 5. ODOT is still behind in paying CST.
- 6. CST vans will be ready to auction sometime soon.
- 7. Staff attended SW Economic Regional Development Conference. NODA received Star of the Southwest Award. Congratulations to Vicki Eggers for her hard work on this project.
- 8. NODA is working on an Energy Grant Program with Department of Energy and Department of Commerce.

- B. Review and Approval of FY 25 Budget—Michelle Emmerson  
Budget Highlights are 4% increase for NODA employees, CST driver increase from \$10.00-\$12.50, IT increase, and insured cash sweep account.  
Catherine Lantz made a motion to approve FY 25 Budget, seconded by Noel Clonts, Aye-Bolz, Clonts, Covalt, Fanning, Henderson, Hess, Humphrey, Hyde, Johnson, Lantz, Mandevill, May, Powell, Schultz, Seitter, and Walker. Nay-none. Motion carried.
- C. NORPTO By-Laws—Brock Spencer mentioned they are doing paperwork for designation for 10 Year Pilot Program. This designation allows more funding. No action is needed at this time.
- D. REAP Report—Vicki Eggers
1. Change to Part II of NODA REAP Contract as requested by OK Department of Commerce. Kelly Fanning made a motion to approve the change to Part II of the NODA REAP Contract, seconded by Max Hess.  
Aye-Bolz, Clonts, Covalt, Fanning, Henderson, Hess, Humphrey, Hyde, Johnson, Lantz, Mandevill, May, Powell Schultz, Seitter, and Walker. Nay-none. Motion carried.
  2. Waukomis Reap Extension—Catherine Lantz moved to extend the grant time, seconded by Kelly Fanning. Aye-Bolz, Clontz, Covalt, Fanning, Henderson, Hess, Humphrey, Hyde, Johnson, Lantz, Mandevill, May, Powell, Schultz, Seitter, and Walker. Nay-none. Motion carried.

IV. **NEW BUSINESS** (In accordance with Section 311 (9) O.S. Title 25)  
A. None

V. **PUBLIC PARTICIPATION**  
A. None

VI. **ADJOURNMENT**  
Max Hess made the motion to adjourn, seconded by Garret Johnson. Meeting adjourned at 1:55 p.m.

NODA Board  
 DATE 05-23-2024

MARC BOLZ	✓			
NOEL CLONTS	✓			
GEOFF COVALT	✓			
TRAVIS DARR	Absent			
KELLY FANNING	✓			
CHRIS HENDERSON	✓			
MAX HESS	✓			
ASHLEY HUMPHREY	✓			
MARCI HYDE	✓			
DIXIE JOHNSON	Absent			
GARRET JOHNSON	✓			
CATHERINE LANTZ	✓			
DEA MANDEVILL	✓			
GARY MAY	✓			
JEFF MOSS	Absent			
HOWARD POWELL	✓			
PHILIP SCHRAHL	Absent			
BRANDON SCHULTZ	✓			
BILL SEITTER	✓			
JASON SHANKS	Absent			
TOBY WALKER	✓			
	16 members present			Revised 3/8/2024
	5 members absent			

# REPORT OF MEMBERSHIP FY 2024

6/12/2024

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 - April 30, 2024 Revenue/Expense				
Fund	Revenue	Expense	Net Profit (Loss)	
02-EDA	\$ 58,333.33	\$ 96,698.52	(\$38,365.19)	
03-Rural Fire	\$ 88,833.30	\$ 75,539.88	\$13,293.42	
04-CST	\$ 1,309,055.79	\$ 1,193,351.60	\$115,704.19	
07-NODA	\$ 326,117.95	\$ 391,763.35	(\$65,645.40)	
08-REAP-admin	\$ 113,635.00	\$ 42,119.20	\$71,515.80	
10-Mobility Management	\$ 76,156.07	\$ 73,096.88	\$3,059.19	
20-EDA RLF	\$ 20,047.22	\$ 130.13	\$19,917.09	
30-RTPO	\$ 153,477.86	\$ 219,090.05	(\$65,612.19)	
<b>TOTAL</b>	<b>\$ 2,145,656.52</b>	<b>\$ 2,091,789.61</b>	<b>\$53,866.91</b>	
<b>REAP pass-thru:</b>				
2022		\$ 210,489.16		
2023		\$ 1,679,078.93		
2024	\$ 2,225,334.01	\$ 81,609.42		
<b>Total Pass-thru Revenue 7/1/23-6/30/24</b>			<b>\$</b>	<b>2,225,334.01</b>
<b>Total Pass-thru disbursed for FY22-FY24 as of 4/30/24</b>			<b>\$</b>	<b>1,971,177.51</b>

FY24 receivable as of 6/12/24

\$ 938,218.13

Ledger	Description	Receivable
02-000-00-1125	EDA	\$ 5,833.33
03-000-00-1120	Rural Fire	\$ 11,166.66
04-000-00-1100	Logisticare	\$ 25,841.80
04-000-00-1112	ODOT	\$ 477,848.00
04-000-00-1113	Revolving fund - CST	\$ 105,522.00
04-000-00-1114	LTCA	\$ 19,621.50
04-000-00-1117	City of Perry van contract	\$ 450.00
04-000-00-1200	FAREBOX	\$ 43.50
07-000-00-1115	Substate	\$ 1,136.00
07-000-00-1131	Membership Dues	\$ 227.50
07-000-00-1133	Planning services	\$ 1,539.12
07-000-00-1139	Rent	\$ 1,812.50
07-000-00-1210	Comp Plan	\$ 9,000.00
07-000-00-1215	CIP	\$ 10,000.00
07-000-00-1300	OEDA contract	\$ 9,126.39
07-000-00-1350	OEDA expenses	\$ 6,646.58
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	\$ 12,322.44
30-000-00-1100	RTPO	\$ 12,817.31
Total receivable for FY24 as of 6.12.24		\$ 938,218.13

## NODA Bank Balances as of 4/30/2024

Ledger	Fund	Bank	Account	Balance
04-000	04-NTA PR	1st Nat'l Bank Weatherford	5903099	\$ 3,220.79
04-000	04-CST	Stride Bank	10443128	\$ 198,329.60
04-105	CST MMA	Stride Bank	10590561	\$ 681,985.88
07-000	07-NODA	Stride Bank	10690606	\$ 159,013.21
07-100	NODA MMA	1st Nat'l Bank Weatherford	110771	\$ 50,122.67
07-102	NODA PAYROLL	1st Nat'l Bank Weatherford	42509	\$ 7,935.91
08-000	08-REAP	1st Nat'l Bank Weatherford	8005826	\$ (37,793.67)
08-106	REAP MMA	1st Nat'l Bank Weatherford	110853	\$ 2,545,381.16
20-000	20-EDA RLF	1st Nat'l Bank Weatherford	111041	\$ 20,291.09
20-103	RLF-SEQ	1st Nat'l Bank Weatherford	111274	\$ 200,786.65

	Unrestricted Cash	Restricted Cash	Total Cash
\$	1,255,665.13	\$ 2,573,608.16	\$ 3,829,273.29

**AP Wire Register From History (APLT74)**

N.O.D.A

Selected Date Range: 4/1/2024 thru 4/30/2024

Wire Nbr.	Wire Date	Vendor No	Vendor Name	Wire Amount
Bank Number: 1		Bank Account: 10443128		
-1520	4/30/2024	3354	FINISH LINE FUELS, LLC	\$536.95
-1516	4/29/2024	3354	FINISH LINE FUELS, LLC	\$2,662.05
-1510	4/24/2024	4813	PIONEER	\$165.71
-1509	4/24/2024	3408	OKLA. GAS & ELECTRIC CO.	\$116.48
-1505	4/21/2024	3354	FINISH LINE FUELS, LLC	\$2,561.89
-1499	4/16/2024	4813	PIONEER	\$212.89
-1498	4/14/2024	3354	FINISH LINE FUELS, LLC	\$2,736.89
-1495	4/7/2024	3354	FINISH LINE FUELS, LLC	\$2,778.13
-1493	4/1/2024	3382	TOUCHTONE COMMUNICATIONS	\$17.47
<b>Bank Account Totals:</b>				<b>\$11,788.46</b>

Bank Number: 1		Bank Account: 10690606		
-1519	4/30/2024	4909	VISA	\$3,696.14
-1518	4/30/2024	3354	FINISH LINE FUELS, LLC	\$23.49
-1517	4/15/2024	3288	AFLAC	\$309.70
-1515	4/29/2024	3759	OESC	\$1,960.89
-1514	4/29/2024	3354	FINISH LINE FUELS, LLC	\$236.81
-1513	4/26/2024	3713	OKLAHOMA TAX COMMISSION	\$942.00
-1512	4/26/2024	3714	INTERNAL REVENUE SERVICE	\$6,721.91
-1508	4/24/2024	3409	OKLAHOMA NATURAL GAS	\$358.66
-1507	4/24/2024	3408	OKLA. GAS & ELECTRIC CO.	\$776.00
-1506	4/24/2024	4633	AMERICAN FIDELITY ASSURANCE COMPANY	\$508.32
-1504	4/21/2024	3354	FINISH LINE FUELS, LLC	\$316.80
-1503	4/19/2024	4633	AMERICAN FIDELITY ASSURANCE COMPANY	\$254.16
-1502	4/19/2024	4642	AMERICAN FIDELITY ASSURANCE	\$1,802.64
-1501	4/18/2024	3337	CARD SERVICE CENTER	\$1,135.49
-1500	4/17/2024	3444	CITY OF ENID	\$141.90

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**AP Wire Register From History (APLT74)**

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N.O.D.A

Selected Date Range: 4/1/2024 thru 4/30/2024

Wire Nbr.	Wire Date	Vendor No	Vendor Name	Wire Amount
-1497	4/14/2024	3354	FINISH LINE FUELS, LLC	\$184.38
-1496	4/10/2024	4882	GLOBE LIFE	\$415.21
-1494	4/7/2024	3354	FINISH LINE FUELS, LLC	\$79.84
-1492	4/12/2024	3713	OKLAHOMA TAX COMMISSION	\$950.00
-1491	4/12/2024	3714	INTERNAL REVENUE SERVICE	\$6,728.86
<b>Bank Account Totals:</b>				<b>\$27,543.20</b>
Bank Number: 2		Bank Account: 110853		
-1479	4/11/2024	4157	TOWN OF WAKITA	\$8,456.27
<b>Bank Account Totals:</b>				<b>\$8,456.27</b>
<b>Total Wires:</b>				<b>\$47,787.93</b>

**AP Check Register From History (APLT73)**

N.O.D.A

Selected Date Range: 4/1/2024 thru 4/30/2024

Check No	Check Date	Vendor No	Vendor Name	Check Amount	
Bank Number: 1		Bank Account: 10443128			
7748	4/4/2024	4930	BLUEPEAK	\$200.00	
7749	4/4/2024	3369	K & S TIRE, INC.	\$108.92	
7750	4/4/2024	3402	MERRIFIELD'S	\$33.16	
7751	4/4/2024	3486	OTA/PIKEPASS	\$176.03	
7752	4/4/2024	4925	Shelly Moore	\$150.00	
7753	4/4/2024	4877	Summit Utilities Oklahoma Inc	\$98.85	
7754	4/4/2024	4908	Verizon	\$2,330.38	
7755	4/11/2024	4894	Blackwell Journal-Tribune	\$117.80	
7756	4/11/2024	3356	GARBER COOP ASSN.	\$16.95	
7757	4/11/2024	3358	GARBER MUNICIPAL AUTHORITY	\$105.50	
7758	4/11/2024	3367	KINGFISHER TIMES & FREE PRESS	\$106.38	
7759	4/11/2024	4949	Medford Patriot-Star	\$119.69	
7760	4/11/2024	3402	MERRIFIELD'S	\$91.98	
7761	4/11/2024	3519	OPEH&W	\$4,378.48	
7762	4/11/2024	4268	O'Reilly Auto Parts	\$47.10	
7763	4/11/2024	3490	PERRY DAILY JOURNAL	\$106.58	
7764	4/11/2024	3380	RITA KROLL PETTY CASH	\$135.49	
7765	4/11/2024	3381	SOONER AUTO	\$180.81	
7766	4/11/2024	4207	Southern Tire Mart	\$477.50	
7767	4/11/2024	3780	TIFFANY PLUNKETT	\$144.72	
7768	4/11/2024	3387	WATONGA REPUBLICAN	\$41.00	
7769	4/17/2024	4925	Shelly Moore	\$150.00	

**AP Check Register From History (APLT73)**

N.O.D.A

Selected Date Range: 4/1/2024 thru 4/30/2024

Check No	Check Date	Vendor No	Vendor Name	Check Amount
7770	4/17/2024	3381	SOONER AUTO	\$90.00
7771	4/24/2024	3369	K & S TIRE, INC.	\$73.43
7772	4/24/2024	3402	MERRIFIELD'S	\$50.41
7773	4/24/2024	4951	O'Reilly Auto Parts	\$179.32
7774	4/24/2024	4950	O'Reilly's Auto Parts	\$1,266.92
7775	4/24/2024	4200	Sam's Auto Repair INC.	\$137.34
7776	4/24/2024	4925	Shelly Moore	\$150.00
7777	4/24/2024	3381	SOONER AUTO	\$517.00
7778	4/24/2024	3780	TIFFANY PLUNKETT	\$144.72
<b>Bank Account Totals:</b>				<b>\$11,926.46</b>

Bank Number: 1

Bank Account: 10690606

12113	4/4/2024	4450	Jennifer Firdard	\$109.71
12114	4/4/2024	3335	JONATHON CROSS	\$937.50
12115	4/4/2024	4761	MARC BOLZ	\$67.00
12116	4/4/2024	3486	OTA/PIKEPASS	\$22.15
12117	4/4/2024	4948	R.K. Black, - Lockbox	\$622.50
12118	4/4/2024	4923	RK Black, Inc.	\$5,088.96
12119	4/4/2024	4696	TOBY WALKER	\$44.22
12120	4/4/2024	4908	Verizon	\$451.23
12121	4/11/2024	4881	Chanler Cory	\$135.34
12122	4/11/2024	4808	Culligan Of Enid	\$25.00
12123	4/11/2024	4297	DocuGuard	\$47.40
12124	4/11/2024	4526	Enid Pro Lawn	\$120.00

**AP Check Register From History (APLT73)**

N.O.D.A

Selected Date Range: 4/1/2024 thru 4/30/2024

Check No	Check Date	Vendor No	Vendor Name	Check Amount
12125	4/11/2024	4761	MARC BOLZ	\$33.50
12126	4/11/2024	3519	OPEH&W	\$11,177.50
12127	4/11/2024	4696	TOBY WALKER	\$44.22
12128	4/17/2024	4930	BLUEPEAK	\$165.00
12129	4/17/2024	4910	Good Choice Cleaning LLC	\$1,000.00
12130	4/17/2024	3366	JUMBO FOODS	\$111.57
12131	4/17/2024	3405	MAIL RUN	\$200.00
12132	4/17/2024	3466	RUSCO PLASTICS	\$10.00
12133	4/17/2024	4719	STANDLEY SYSTEMS LLC	\$1,321.47
12134	4/17/2024	4696	TOBY WALKER	\$44.22
12135	4/24/2024	4901	Brock Spencer	\$117.41
12136	4/24/2024	4910	Good Choice Cleaning LLC	\$1,000.00
12137	4/24/2024	3711	MICHELLE EMMERSON	\$151.94
12138	4/24/2024	4923	RK Black, Inc.	\$5,053.10
12139	4/24/2024	3727	SHERWIN-WILLIAMS	\$449.91
12140	4/24/2024	3421	SUSMITA SOM	\$218.42
12141	4/24/2024	4696	TOBY WALKER	\$44.22
12143	4/26/2024	3857	OPERS	\$12,248.80

**Bank Account Totals: \$41,062.29**

Bank Number: 2                      Bank Account: 111041

10016	4/25/2024	4836	G.R.O.W Trucking	\$280.87
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**Bank Account Totals: \$280.87**

Bank Number: 2                      Bank Account: 8005826

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**AP Check Register From History (APLT73)**

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N.O.D.A

Selected Date Range: 4/1/2024 thru 4/30/2024

<b>Check No</b>	<b>Check Date</b>	<b>Vendor No</b>	<b>Vendor Name</b>	<b>Check Amount</b>
10393	4/17/2024	3756	TOWN OF CLEO SPRINGS	\$21,502.50
10394	4/24/2024	3834	TOWN OF MENO	\$16,296.00
<b>Bank Account Totals:</b>				<b>\$37,798.50</b>
<b>Total Checks:</b>				<b>\$91,068.12</b>

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## Economic Development Staff Reports May 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: Blackwell:** GPSed some missing fire hydrants with the fire chief and met with Mr. Kyle Day and Roman Stevens. On the second day, I met with Mr. Chuck Anderson, the superintendent of streets & parks, and Mr. Roman Stevens about water systems. **Breckinridge:** The CIP project is closed. I have to prepare big maps for the Town's Capital Improvements Plan. **Burlington:** We submitted a CIP application for the Town of Burlington. **Carmen:** I had another day of GPSing water meters with Mr. Dalton Cheshire, the town utility superintendent, and started street signs. **Garber:** I have been trying to get a date for a Local Planning Activities Committee Meeting for the CIP Project when they decide the future needs of the City. **Kaw City:** I attended the CIP application phase Public Hearing and waited for the meeting minutes. **Longdale:** The Town has completed its income survey to qualify for CIP Grants. However, the Town does not have active SAM registration, which is essential for the application. **Comp. Plans: Braman:** I attended a Local Planning Activities Committee meeting. Everyone on the committee participated and ranked them according to their priorities. **Other: North Enid:** The North Enid Town Clerk, Ms. Christy Dockins, visited NODA to look for some lot and block maps. Jonathon and I met with her and discussed converting paper land-use maps to digital data. **Morrison:** I sent the shape files for the water and sewer system again to the town clerk in preparation for using Diamond Maps. **CDBG Training:** I attended a webinar, "Building Infrastructure Resilience Against Extreme Weather Events," by GEOSYSTEMS UNIVERSITY. **Webinars:** How to Leverage GIS Technology for Firefighting Accountability.

**Payton Herron, GIS, NORTPO:** During the month of May, I worked more on regional trail data and information for the interactive map that Brock Spencer and I want to make for the website. I am having some issues with the data I have received and am trying to get that sorted out. I went to Goodwell and Guymon on the 7<sup>th</sup> and 14<sup>th</sup> to install and pick up traffic counters for a study we are doing for possible grants from the Bridge Investment Program. I mapped out the information and developed a report for the study areas and sent the information to Spencer and CED. On May 1<sup>st</sup> I attended the RTPO meeting via Teams. On the 22<sup>nd</sup>, I attended a webinar on 10 public engagement trends in transportation and another webinar by the Association of Public Data Users about federal processes related to public data.

**Brock Spencer, NORTPO:** Continued the administration process for the PROTECT Grant in Grant County and collaborated with CED8 over potential local match solutions as well as upcoming meeting dates. Discussions with FHWA over preconstruction costs for the PROTECT grant. Met with officials of Kaw Nation to inquire on their traffic studies needs. Continued TAP application assistance with the portal and issued letters of support for local projects. Coordinated with ODOT on a variety of projects including updating list of members, increasing funding with capabilities of local match, and designation discussions. Updated the PWP to reflect an Element 7, TIP Development, and began working on budget modifications, and amendments for other required documents. Worked with NODA on potential signage for the building and discussed data gathering with other COGs for OARC. Coordinated with RTPO's in a variety of capacities including having a local representative from the RTPO's on the TAP review committee, creation of a guidebook for RTPO members, and specifically SORTPO on designation documentation.

Worked with Vicki Eggers on many of the amendments for designations, and researched information regarding DEQs grant for cleaner energy. Consulted with Payton Herron on a litany of subjects including creation of a regional trails map, boundary map for designation, traffic count analysis for counts in both Goodwell and Guymon, and TIP development in Watonga for 1.5 miles of sidewalk connecting local schools, libraries, and community centers. Continued data management, organization of files, monthly reports, and development of agendas, minutes, docs., etc. **Other:** website and social media updates. **Mobility Management:** Coordinated with Chanler Cory on 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; ODOT RTPO Designation Meeting; SWREDA Conference – Strategic Planning, Development of Talent, and NERDE; NODA Designation w/ local match meeting; Chisholm Trail MPO Technical Committee meeting - MOUs and PM Targets – Transit State of Good Repair; NODA Board meeting; Chisholm Trail MPO Policy Board - MOUs and PM Targets – Transit State of Good Repair. **Attended (via Zoom and/or Teams):** ODOT RTPO meeting - STIP, mobility management, performance reviews, EODD, NADO conference; RPO America – Tools to I.D. data discussion; NADO and ODOT meeting – RTPO TIP development discussion. **Webinars:** Story telling with Census Business Builder; Sneak Peek: Rural Road Safety Awareness Week 2024 by National Center for Rural Road Safety; Communicate, Educate, and Inform Where Visitors are Planning Their Adventures by America Trails. **Travel:** Braman/Kaw Nation; Guymon (2); Goodwell (2); Oklahoma City; Enid (2)

**Chanler Cory, Mobility Management (Northwest Oklahoma):** This month began with an excellent resource meeting organized by the Oklahoma State Department of Health. The regional meeting aimed to consolidate family support resources across the region, including food banks, mental health services, alternative housing services, child services, and comprehensive family support. Mobility Management was thrilled to participate and gained valuable insights into the availability of services in the northwest region. Additionally, I learned about SoonerRide and the strategies employed by the Mobility Management Program to address issues related to cancellations and SoonerRide clients. Mobility Managers have now established multiple partnerships with agencies to assist clients facing SoonerRide challenges. The Northwest Coordination Group has decided to hold their meetings bi-monthly on the second Thursday of the month at 2 PM. We are actively working to increase participation in these meetings, as they are a requirement by the FTA for securing funding for the 5310 agencies in all areas. If you or any agency is in need of information on how to attend these meetings, email me at [Chanler@noda-ok.org](mailto:Chanler@noda-ok.org). **Attended (in person):** Community Transportation meeting, Regional family support meeting. **Attended (via Zoom and/or Teams):** Wednesday workshop x3, NW coordinated plan meeting #7, Training session x2, 5310 and 5311 ODOT meeting, Mobility management weekly meeting x3, RTPO. **Travel:** Enid x5, Garber, Ponca City.

**Vicki Eggers, Director: Economic Development:** With the exit of Jennifer Figgard, work on CEDS is put on hold. Assisted with Medford's PREP-D grant application. **CARES Act project: FRMC:** Discussed project with EDA staff and others attending the SWREDA conference, and gave presentation with Roger Knak at the Stars of the Southwest Award sessions. Received requests from Fairview auditor for additional items to complete the single audit and responded appropriately. **RLF:** Prepared and submitted monthly report, monthly invoices, and updated accounts' spreadsheets. Conducted RLF committee

meeting; waiting for additional information from Chisholm Trail Milling to schedule follow-up committee meeting. **CDBG:** I am now working all CDBG projects: NODA's three, and five for OEDA, along with training Lacey Morris on the program and process. Discussed Braman and Drummond projects with the clerks and/or engineers. **REAP:** Discussed changes needed for REAP plan with Jennifer Firdard and Jonathon Cross. Presented changes to NODA board. I am also working all REAP projects for NODA and OEDA, but training Morris on this program so she can do it for OEDA. Worked on document to help explain part of REAP payment, inventory, and closeout processes. Discussed several projects with the clerks and/or engineers. Attended Ames bid opening. **Other:** RK Black had control of my desktop for several hours on two different days trying to get my ScanSnap to update and give me authority to do all future updates. Assisted with OEDA's greeting bag items for the SWREDA conference. Assisted Cecil Michael with the fire departments' operational grant documentation. Attended Broadband meeting in OKC with Cross, Michael, Michelle Emmerson, and Morris. Updated NODA board meeting agenda; gathered board packet items and emailed to board and staff members. Helped some with conference room set up and tear down. **Attended** (in person): Broadband grant meeting, OKC; Select Oklahoma evening event, and meeting, Enid; RLF committee meeting; SWREDA Conference, OKC; Star of Southwest Award recognition, Fairview; bid opening, Ames; Fairmont board meeting; NODA board meeting. **Attended** (via Zoom and/or TEAMS): EDA-AURO staff update. **Webinars:** New OMB Guidance: Briefing for RDOs (NADO); AI-Powered Marketing Secrets Unveiled: Tips To Implement and Succeed (Alignable).

**NORTPO/Transportation Planning:** Various discussions with Brock Spencer and Payton Herron on maps, data, plans, RTPo designation, etc. **Attended** (in person): Chisholm Trail MPO technical committee meeting. **Attended** (via Zoom and/or TEAMS): RTPo meeting; RPO America Peer Exchange; RPO America council meeting. **Webinars:** none. **All Travel:** Ames, Drummond, Enid (3), Fairmont, Fairview, Oklahoma City (2). OEDA travel: Fargo, Guymon, Mutual.

# NODA Revolving Loan Fund (RLF) Monthly Report May 2024

Mission:

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

## Obligated Loans Balance to Expend

**Total** **\$0.00**

### NODA RLF bank account

<i>5/1/2024</i>	<i>Beginning balance</i>	\$200,786.65
	<i>Interest</i>	\$552.71
	<i>Deposits</i>	\$0.00
	<i>Withdrawal</i>	\$0.00
<i>5/31/2024</i>	<i>Ending balance</i>	<b>\$201,339.36</b>
	<b>NODA RLF funds available</b>	<b>\$201,339.36</b>

### CARES RLF bank account

<i>5/1/2024</i>	<i>Beginning balance</i>	\$20,571.96
	<i>Interest</i>	\$71.55
	<i>Deposits</i>	\$5,702.57
	<i>Withdraw</i>	\$280.87
<i>5/31/2024</i>	<i>Ending balance</i>	<b>\$26,065.21</b>
	<b>CARES Act Relending funds available</b>	<b>\$26,065.21</b>

**Less Obligated Loans** **\$0.00**

**Total Available to Loan** **\$227,404.57**

**Total CARES Portfolio** **\$542,296.32**

**Total RLFs Portfolio** **\$743,635.68**

## Active Loans

### Enid Brewing Company

Loan amount: \$110,000.00      Interest Rate: 2.50%  
Payment Interval: Monthly      Start Date: 1/1/2021  
Payment Amount: \$733.47      Payoff Date: 12/1/2035  
Due Date: 1st of month      Status: Current  
Past Due: 10th of month

Payments Received:

<u>Date</u>	<u>Interest</u>	<u>Principal</u>	<u>Late Fee</u>	<u>Payment</u>
5/1/2024	\$185.03	\$548.44		\$733.47
Ending Balance: \$88,263.05		Fees Charged: --	Fees Collected: --	Balance Past Due: 0.00

### Enid Brewing Company (EBC Kitchen)

Loan amount: \$120,000.00      Interest Rate: 4.00%  
Payment Interval: Monthly      Start Date: 8/1/2022  
Payment Amount: \$887.63      Payoff Date: 7/1/2037  
Due Date: 1st of month      Status: Current  
Past Due: 10th of month

Payments Received:

<u>Date</u>	<u>Interest</u>	<u>Principal</u>	<u>Late Fee</u>	<u>Payment</u>
5/1/2024	\$364.71	\$522.92		\$887.63
Ending Balance: \$108,888.29		Fees Charged: --	Fees Collected: --	Balance Past Due: 0.00

### G.R.O.W. Trucking & Services

Loan amount: \$147,000.00      Interest Rate: 2.50%  
Payment Interval: Monthly      Start Date: 6/1/2022  
Payment Amount: \$1,385.77      Payoff Date: 5/1/2032  
Due Date: 1st of month      Status: Current  
Past Due: 10th of month

Payments Received:

<u>Date</u>	<u>Interest</u>	<u>Principal</u>	<u>Late Fee</u>	<u>Payment</u>
5/1/2024	253.32	1,132.45		\$1,385.77
Ending Balance: \$120,461.27		Fees Charged: --	Fees Collected: --	Balance Past Due: 0.00

**G.R.O.W. Trucking & Services (GROW II)**

*Loan amount:* \$95,000.00      *Interest Rate:* 4.50%  
*Payment Interval:* Monthly      *Start Date:* 5/1/2024  
*Payment Amount:* \$1,771.09      *Payoff Date:* 4/1/2029  
*Due Date:* 1st of month      *Status:* Current  
*Past Due:* 10th of month

*Payments Received:*

<u>Date</u>	<u>Interest</u>	<u>Principal</u>	<u>Late Fee</u>	<u>Payment</u>
5/1/2024	356.25	1,414.84		\$1,771.09
<i>Ending Balance:</i> \$93,585.16		<i>Fees Charged:</i>	--	
		<i>Fees Collected:</i>	--	
		<i>Balance Past Due:</i>	0.00	

**JJ's Quickshop**

*Loan amount:* \$125,000.00      *Interest Rate:* 4.00%  
*Payment Interval:* Monthly      *Start Date:* 5/1/2021  
*Payment Amount:* \$924.61      *Payoff Date:* 4/1/2036  
*Due Date:* 1st of month      *Status:* Current  
*Past Due:* 10th of month

*Payments Received:*

<u>Date</u>	<u>Interest</u>	<u>Principal</u>	<u>Late Fee</u>	<u>Payment</u>
5/1/2024	352.02	572.59		\$924.61
<i>Ending Balance:</i> \$105,033.34		<i>Fees Charged:</i>	--	
		<i>Fees Collected:</i>	--	
		<i>Balance Past Due:</i>	0.00	



### Chris Schroder

Executive Director

429 N.E. 50th Street  
Oklahoma City, OK 73105  
Local: 405.524.3200  
www.okacco.com

### Executive Board

Jim Rogers, Sequoyah County  
President  
Dan DeLozier, Rogers County  
Vice-President  
Kenny Payne, Muskogee County  
Secretary/Treasurer

### Board of Directors

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Clif Hall, Cherokee County District 2	Bryce Bohot, Jefferson County District 6
Tony Simmons, Bryan County District 3	Wade Anders, Custer County District 7
Gary Stams, Pontotoc County District 4	Jason Kienholz, Noble County District 8

## RE: ACCO-SIF 2024/2025 WORKMANS COMPENSATION RENEWAL QUOTE

Dear ACCO-SIF Member:

Find enclosed the **ACCO-SIF 2024/2025 Workman's Compensation** renewal quote along with a resolution and payment option.

Please **sign and date** both documents and return back to ACCO no later than **June 28<sup>th</sup>, 2024**.

1. Please email the signed and dated resolution and payment option documents to my email address: [Dustyb@okacco.com](mailto:Dustyb@okacco.com) before **June 28<sup>th</sup>, 2024**.
2. Please return the original copies of both documents back to **ACCO** by **REGULAR MAIL** no later than **June 28<sup>th</sup>, 2024**.
3. The enclosed renewal documents are not premium invoices.
4. **Premium invoices** will be sent to all ACCO-SIF members the first week of **JULY 2024**.

For those members that choose the one payment option, please remit your premium payment no later than **July 31<sup>st</sup>, 2024**.

For those members that choose the two-payment option, please remit your first payment no later than **July 31<sup>st</sup>, 2024** and your second payment no later than **January 31<sup>st</sup>, 2025**.

**The ACCO-SIG (Property & Liability) 2024-2025 quotes will be  
MAILED the 2nd week of June 2024.**

If you should have any questions, please give me a call.

Sincerely,

Dusty Birdsong  
ACCO-SIF Program Administrator  
(405) 516-5318 Direct Line  
(405) 802-9647 Cell Phone

**RESOLUTION TO EXECUTE THE AGREEMENT ESTABLISHING THE ASSOCIATION OF  
COUNTY COMMISSIONERS OF OKLAHOMA**

**SELF-INSURED FUND**

Be it remembered that on the \_\_\_\_\_ day of \_\_\_\_\_, 2024, at a regular meeting of the Board of NORTHERN OKLAHOMA DEVELOPMENT AUTHORITY, (“Member”), the following RESOLUTION was presented, read and adopted:

**RESOLUTION**

WHEREAS, the Interlocal Cooperation Act of the Oklahoma Statutes enables county governments to cooperate with each other to make the most efficient use of their powers and resources on a basis of mutual advantage; and

WHEREAS, the Association of County Commissioners of Oklahoma Self-Insured Fund (“ACCO-SIF”) was created by its member counties *via* an Interlocal Agreement pursuant to the specific terms of 51 O.S. § 169 of The Governmental Tort Claims Act for the purpose of establishing a self-insured governmental risk pool for Oklahoma counties; and

WHEREAS, ACCO-SIF is an agency and/or instrumentality of its member counties and is neither an insurance company nor subject to Oklahoma’s laws governing and/or regulating insurance companies (*i.e.*, Title 36); and

WHEREAS, the Member, on behalf of itself, its agencies and its employees, desires to become a member of ACCO-SIF for the purpose of securing workers’ compensation coverage and all services related thereto, including, but not limited to, risk management, loss prevention, claims adjustment, general advice and counsel; and

WHEREAS, the Member finds that joining ACCO-SIF’s membership is the best and most efficient way of securing these services.

THEREFORE, BE IT RESOLVED THAT the Member joins with other Oklahoma counties in creating the Association of County Commissioners of Oklahoma Self-Insured Fund; and

BE IT FURTHER RESOLVED THAT the Member hereby agrees: (1) to become a party to the Interlocal Agreement establishing ACCO-SIF (as revised and amended from time to time), and (2) to be subject to all documents governing ACCO-SIF (as revised and amended from time to time) for the purposes and in consideration of the mutual covenants contained herein; and

BE IT FINALLY RESOLVED THAT, by adoption and signing of this RESOLUTION, the Member hereby executes the Interlocal Agreement establishing ACCO-SIF, and the Member agrees to be bound by the provisions and terms of the Interlocal Agreement and the documents governing ACCO-SIF.

**NORTHERN OKLAHOMA DEVELOPMENT AUTHORITY**

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

Attest:

\_\_\_\_\_

**ACCO SELF INSURANCE FUND  
WORKERS' COMPENSATION INSURANCE QUOTE**

**FOR**

**N.O.D.A.**

**PAYMENT OPTION (ONE)**

**\$ 4,895**

**DUE ON OR BEFORE JULY 31, 2024**

**PAYMENT OPTION (TWO)**

**\$ 2,447**

**DUE ON OR BEFORE JULY 31, 2024**

**\$ 2,521**

**DUE ON OR BEFORE JANUARY 31, 2025**

**TOTAL PAYMENT OPTION (TWO)**

**\$ 4,968**

**INTENT TO PARTICIPATE IN ACCO-SIF  
(Worker's Compensation)**

**NORTHERN OKLAHOMA DEVELOPMENT AUTHORITY**

**2024-2025**

**Payment Options:**

**Decision: (mark X)**

**Payment Option – 1**  
Payment due in full by July 31, 2024

\_\_\_\_\_

**Payment Option – 2**  
1<sup>st</sup> Installment due July 31, 2024  
2<sup>nd</sup> Installment due Jan. 31, 2025

\_\_\_\_\_

**For binding coverage effective July 1, 2024 through June 30, 2025, ACCO-SIF accepts and authorizes issuance of the Association of County Commissioners of Oklahoma – Self Insured Fund Workers Compensation Policy incorporating the above payment option.**

\_\_\_\_\_  
**Chairman**

**Attest:** \_\_\_\_\_

\_\_\_\_\_  
**Member**

\_\_\_\_\_  
**Member**



**Chris Schroder**

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COMPENSATION RENEWAL QUOTE**

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1. Please email the signed and dated resolution and payment option documents to my email address: [Dustyb@okacco.com](mailto:Dustyb@okacco.com) before **June 28<sup>th</sup>, 2024.**
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**The ACCO-SIG (Property & Liability) 2024-2025 quotes will be  
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If you should have any questions, please give me a call.

Sincerely,

Dusty Birdsong  
ACCO-SIF Program Administrator  
(405) 516-5318 Direct Line  
(405) 802-9647 Cell Phone

**RESOLUTION TO EXECUTE THE AGREEMENT ESTABLISHING THE ASSOCIATION OF  
COUNTY COMMISSIONERS OF OKLAHOMA**

**SELF-INSURED FUND**

Be it remembered that on the \_\_\_\_\_ day of \_\_\_\_\_, 2024, at a regular meeting of the Board of NODA TRANSIT AUTHORITY, (“Member”), the following RESOLUTION was presented, read and adopted:

**RESOLUTION**

WHEREAS, the Interlocal Cooperation Act of the Oklahoma Statutes enables county governments to cooperate with each other to make the most efficient use of their powers and resources on a basis of mutual advantage; and

WHEREAS, the Association of County Commissioners of Oklahoma Self-Insured Fund (“ACCO-SIF”) was created by its member counties *via* an Interlocal Agreement pursuant to the specific terms of 51 O.S. § 169 of The Governmental Tort Claims Act for the purpose of establishing a self-insured governmental risk pool for Oklahoma counties; and

WHEREAS, ACCO-SIF is an agency and/or instrumentality of its member counties and is neither an insurance company nor subject to Oklahoma’s laws governing and/or regulating insurance companies (*i.e.*, Title 36); and

WHEREAS, the Member, on behalf of itself, its agencies and its employees, desires to become a member of ACCO-SIF for the purpose of securing workers’ compensation coverage and all services related thereto, including, but not limited to, risk management, loss prevention, claims adjustment, general advice and counsel; and

WHEREAS, the Member finds that joining ACCO-SIF’s membership is the best and most efficient way of securing these services.

THEREFORE, BE IT RESOLVED THAT the Member joins with other Oklahoma counties in creating the Association of County Commissioners of Oklahoma Self-Insured Fund; and

BE IT FURTHER RESOLVED THAT the Member hereby agrees: (1) to become a party to the Interlocal Agreement establishing ACCO-SIF (as revised and amended from time to time), and (2) to be subject to all documents governing ACCO-SIF (as revised and amended from time to time) for the purposes and in consideration of the mutual covenants contained herein; and

BE IT FINALLY RESOLVED THAT, by adoption and signing of this RESOLUTION, the Member hereby executes the Interlocal Agreement establishing ACCO-SIF, and the Member agrees to be bound by the provisions and terms of the Interlocal Agreement and the documents governing ACCO-SIF.

**NODA TRANSIT AUTHORITY**

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

Attest:  
  
\_\_\_\_\_

**ACCO SELF INSURANCE FUND  
WORKERS' COMPENSATION INSURANCE QUOTE**

**FOR**

**N.O.D.A.  
TRANSIT AUTHORITY**

**PAYMENT OPTION (ONE)**

**\$ 13,845**

**DUE ON OR BEFORE JULY 31, 2024**

**PAYMENT OPTION (TWO)**

**\$ 6,922**

**DUE ON OR BEFORE JULY 31, 2024**

**\$ 7,130**

**DUE ON OR BEFORE JANUARY 31, 2025**

**TOTAL PAYMENT OPTION (TWO)**

**\$ 14,054**

**INTENT TO PARTICIPATE IN ACCO-SIF  
(Worker's Compensation)**

**NODA TRANSIT AUTHORITY**

**2024-2025**

**Payment Options:**

**Decision: (mark X)**

**Payment Option – 1**  
Payment due in full by July 31, 2024

\_\_\_\_\_

**Payment Option – 2**  
1<sup>st</sup> Installment due July 31, 2024  
2<sup>nd</sup> Installment due Jan. 31, 2025

\_\_\_\_\_

**For binding coverage effective July 1, 2024 through June 30, 2025, ACCO-SIF accepts and authorizes issuance of the Association of County Commissioners of Oklahoma – Self Insured Fund Workers Compensation Policy incorporating the above payment option.**

\_\_\_\_\_  
**Chairman**

**Attest:** \_\_\_\_\_

\_\_\_\_\_  
**Member**

\_\_\_\_\_  
**Member**

Town of Braman  
302 Broadway Ave  
P.O. Box 48  
Braman, OK 74632



To: Northern Oklahoma Development Authority  
From: Michaela Campbell, Clerk/Treasurer- Town of Braman

RE: Extension for REAP Grant #KA23-1

Dear Ms. Eggers,

The Town of Braman needs to extend the contract date for our REAP grant to December 30th. The contractor needs to get their submittals back from Phil Brown, our engineer, before we can order materials and schedule a start date.

If you have any questions, please don't hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to be "Michaela Campbell", with a long horizontal flourish extending to the right.

Michaela Campbell, Clerk/Treasurer  
Town of Braman