

**OKLAHOMA DEPARTMENT OF TRANSPORTATION  
COUNTY ADVISORY BOARD**

**Minutes  
Regular Board Meeting**

July 26, 2023

Embassy Suites Hotel & Conference Center

Sooner A&B

2501 Conference Drive

Norman, Oklahoma 73069

The regular meeting of the Oklahoma Department of Transportation County Advisory Board was called to order at 9:00 a.m. in compliance with the Oklahoma Open Meetings Act.

Board member Max Hess called the meeting to order. He asked for the Roll Call. The following board members were present, constituting a quorum:

David Poindexter, CED 1 (Delaware County); Monty Grider, CED 2 (McIntosh County); Rodger Kimble, CED 3 (Latimer County); Ty Phillips, CED 6 (Jefferson County); Carl Don Campbell, CED 7 (Beckham County); Max Hess, CED 8 (Grant County); and Wilson Lyles, Member at Large (McClain County)

Members absent: Lee Doolen, CED 4 (Lincoln County)

Guests present:

Comm. Lowell Walker, Comm. Kirk Butler, Comm. Brandon Carr, Comm. Larry Wood, Comm. Mike Belter, Comm. Terry Daniel, Comm. Robert Beck, Comm. Tim Kelley, Comm. Dolan Sledge, Comm. Hugh Gordon, Comm. Trenton Langley, Comm. John Williams, Comm. Joe Southern, Alex Mills, Megan Blackford Tulsa Co, Lynn Cobb Lockner Eng., Hattie Hughs, Ethan York, Lauren Romane CEC, Don Russell, Kevin Bishop Utley & Associates, Hussain Saif Guernsey, Deano Cox OK Precast Assoc., Randy Robinson, Melinda Anoatubby OCCEDB, Neill Pulliam CED 2, Jimmy Westbrook CED 3, Shelly Moody CED 6, Donnie Head CED 8, Darryl Gary, Charles Cooper MKEC, Howard Peterson ADS, Ricky Taylor EST, Buzz McDonald Warren Cat, and from ODOT –Bryson Ridley, Lenae Clements, Alex Couch GIS Div, Kevin Arnold Field Div 1, Mathew Blakeslee Field Div 3, Matt Mitchell Field Div 4, Justin Zimmerman, Dustin Vaughan Field Div 7, Walt Peters Bridge, ODOT Local Government Division - Shelly Williams, Brandon Dudgeon, Jessica Kratchmer, Michelle Leverett, Leslie Morris, Amber Mitchell, Matt VanAuken, Kendall Wallace, Julianne Halliday, Allison Enright, Aaron Wallace

**Item No. 3 - APPROVAL OF MINUTES**

Approval of Minutes for the meeting of April 5, 2023

Action: Campbell moved and Phillips seconded; to postpone the approval of the minutes until the next meeting due to the minutes being emailed but not provided in hard copy form today at the meeting.

Motion carried by the following vote:

AYES: Poindexter, Grider, Kimble, Phillips, Campbell, Hess, Lyles

ABSTAIN: None

NAYS: None

ABSENT: Doolen

#### **Item No. 4 – ELECTION OF OFFICERS**

Darry Stacy has moved on leaving the Chair and Vice-Chair vacant. Wilson Lyles nominated Ty Phillips as Chair and Max Hess as Vice-Chair. No other nominations were received.

Action: Lyles moved and Campbell seconded to vote Phillips as Chair and Hess as Vice-Chair.

Motion carried by the following vote:

AYES: Poindexter, Grider, Kimble, Phillips, Campbell, Hess, Lyles

ABSTAIN: None

NAYS: None

ABSENT: Doolen

#### **Item No. 5 – APPROVAL OF ADDITIONAL CAB MEETING DATE IN 2023**

Four CAB meetings are required per year. Three have been scheduled during the three ACCO Conferences of 2023. A fourth meeting is needed for 2023. Several dates and locations were discussed including CODA Conference, ACCO Statewide board meeting day, and at ODOT.

Action: Hess moved and Grider seconded to hold a 4<sup>th</sup> CAB meeting on September 27, 2023 at the ACCO building following the ACCO statewide board meeting at 1:00 p.m.

Motion carried by the following vote:

AYES: Poindexter, Grider, Kimble, Phillips, Campbell, Hess, Lyles

ABSTAIN: None

NAYS: None

ABSENT: Doolen

#### **OPEN DISCUSSION ITEMS:**

##### **1. Financial Report for the County Road Machinery & Equipment Revolving Fund**

(Ms. Chelley Hilmes, ODOT Director of Finance & Administration)

- a. Review of the Balance sheet. Cash is in the amount of \$7.8 Million and Lease Receivable in the amount of \$26 million.
- b. Review of Budget to Actual Report and Cash Balances, Receipts, and Disbursements Report. FY-22 and FY-23 budgets. The revenues support the expenditures for the year. The revenue was \$7 million and the interest was \$123,000.00. They budgeted a prior carryover of \$1.8 million. Unobligated budget balance of \$1.5 million. They paid invoices for the fiscal year of \$3.4 million and obligated reserved for future encumbrance of \$2.6 million. Cash balance was \$4.7 million in the beginning of the year and the revenues that came in of \$7 million and \$123,000.00. Disbursement were \$4.1 million which is multi-year payments.
- c. There's a 1 page summary by county showing each county's total receivable for the entire period of the Lease. It shows the most recent billings in the first column as well as a column to show past due. There is only 1 county in the past due with a \$2,000.00 payment and they are working together to see what it is due to.
- d. The 2024 budget is \$8.6 million which is comprised of \$5.8 million in Leases and a carryover of \$2.8 million
- e. The fund has the cash it needs to pay its bills and is well capitalized.

##### **2. Overview report of the County Road Machinery & Equipment Revolving Fund Program**

(Ms. Jessica Kratchmer, Program Administrator)

This year we purchased 36 pieces of equipment to 21 counties for a total of \$6,757,304.00. Applications for the next round will be coming out soon. The Designation Order will come out after the next CAB meeting once it's approved.

**3. ODOT Local Government Update**

(Brandon Dudgeon, Assistant Division Manager)

Local Government will be taking the CIRB 5 year plan to Commission on August 7<sup>th</sup> at the ODOT Headquarters at 11:00 a.m. if anyone would like to be there for that. Nothing else to pass along at this time.

**4. OCCEDB Update**

(Randy Robinson, PE)

- a. Some ETR policies have been tweaked dealing with some deadlines and also some policies with the Solid Waste Program
- b. The DEQ contract is not in place yet but they have allocated \$50,000 as a pilot program for Storm Debris. It does not have to be a declared event either by Governor or President so the money will be easy to spend. Hopefully the contract will be ready by August.
- c. ACCO District meetings have begun. They are scheduled out through September. They allow a smaller setting to ask questions about the different programs and Legislation.
- d. CERF-100 form will be emailed out. The deadline to submit the form is October 1<sup>st</sup> per policy. 3 pieces per county can be requested.

**5. New Business**

No New Business presented

**6. Adjournment**

Action: Hess moved and Poindexter seconded; to adjourn

Motion carried by the following vote:

AYES:	Poindexter, Grider, Kimble, Phillips, Campbell, Hess, Lyles
ABSTAIN:	None
NAYS:	None
ABSENT:	Doolen