

OKLAHOMA ROUTE 66 COMMISSION

Special Meeting
November 30, 2023

10:00 a.m.

Sapulpa City Hall
425 E. Dewey Avenue
Sapulpa, OK 74066

AGENDA

The Commission may discuss, vote to approve, vote to disapprove, vote to table, change the sequence of any agenda item, or vote to strike or not discuss any agenda item. The Commission CANNOT discuss any item not specifically listed on the agenda. Please note that the time references are estimates only.

Agenda Item	Speaker	Time
1. Call to Order, Welcome, and Review of the Agenda	A. Thomas Tillison Jr., Chair	10:00 - 10:05 a.m.
2. Roll Call	A. Thomas Tillison Jr., Chair	10:05 – 10:10 a.m.
3. Declaration of a Quorum	A. Thomas Tillison Jr., Chair	10:10 – 10:15 a.m.
4. Approval of October 23, 2023 Minutes	A. Thomas Tillison Jr., Chair	10:15 – 10:20 a.m.
5. Presentation, Review, Discussion & Possible Action of Notice of Rulemaking Intent Documents	Karla Jackson, Route 66 Grant Coordinator	10:20 – 10:25 a.m.
6. Summary on the progress of the grant	Jennifer McCaula	10:25 – 10:35 a.m.
a. Funding procurement process through Commerce	Director of Procurement	
b. Template email for award & non-award status	Oklahoma Department of Commerce	
c. Toolkit development for applicants	& Karla Jackson, Route 66 Grant Coordinator	
7. Presentation of possible Logo & Follow-up on Commission Website Updates.	Becky Samples	10:35 – 10:40 a.m.
a. Follow up on vanity URL for ease of use.	Director, Marketing &	
b. Removal of the verbiage “centennial projects”	Communications	
c. Marketing Strategy	Oklahoma Department of Commerce	
• Route 66 Logo		
8. For Discussion & Possible Action	A. Thomas Tillison Jr., Chair	10:40 – 11:30 a.m.
a. Regular Meeting times and dates for submission to the Secretary of State		
b. Possible Grant Cycle Revision (see attachment 8. (b)).		
c. Minimum Score revision		

<ul style="list-style-type: none"> d. Board discretion on awarding approval per individual grant e. Grant reapplication process for funded applicants f. Rules regarding value of matching funds g. Procedure if fund availability exceeds grant applications submissions in a cycle h. Language for website until funding is available i. Possible Route 66 Logo selection 	Lenae Clements, MSW Program and Policy Analyst Oklahoma Department of Transportation	11:30 – 11:35 a.m.
9. Smartsheet Account ID Creation		
10. Training on Grant Submission and Judging Portal	Lenae Clements, MSW Program and Policy Analyst Oklahoma Department of Transportation	11:35 – 11:55 a.m.
11. Next Meeting – TBD – Upon Consent and Approval of Item 8. (a).	A. Thomas Tillison Jr., Chair	11:55 – 11:59 a.m.
12. Adjournment	A. Thomas Tillison Jr., Chair	12:00 p.m.