



*association of central oklahoma governments*

Chair Eddie Reed  
Midwest City Mayor

Vice-Chair Mark Sharpton  
Logan County Commissioner

Secretary/Treasurer Willa Johnson  
Oklahoma City Councilmember

Executive Director  
Zach D. Taylor

## AGENDA

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS

AREAWIDE PLANNING AND TECHNICAL ADVISORY COMMITTEE

**March 9, 2006**

**9:00 a.m.**

**ACOG Conference Room  
21 E. Main St.  
Oklahoma City, Oklahoma 73104**

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES ([ATTACHMENT II](#))
- III. 2005 RESIDENTIAL BUILDING PERMITS REQUEST ([ATTACHMENT III](#))  
Action Requested: Provide 2005 Residential building permits to ACOG.
- IV. GRANTS 101 WORKSHOP ([ATTACHMENT IV](#))  
Action Requested: None. For information only.
- V. OKLAHOMA STATE DATA CENTER CENSUS WORKSHOP([ATTACHMENT V](#))  
Action Requested: For information only.
- VI. 2006 CENTRAL OKLAHOMA BIKE-TO-WORK DAY - FRIDAY MAY 19<sup>TH</sup> 2006([ATTACHMENT VI](#))  
Action Requested: For information only.
- VII. NEW BUSINESS
- VIII. ADJOURNMENT



## **I. CALL TO ORDER**

Chairman Rundel called the meeting to order at 9:05 a.m.

John Sharp commented that there would be an addendum that will be put in after Attachment V regarding the 2006 Urban Forestry Conference to be held in Oklahoma City in February.

## **II. APPROVAL OF MINUTES**

Tyler Gammon made a motion to approve the minutes of the October 13, 2005 meeting. Elizabeth Jones seconded the motion. The motion passed.

## **III. ELECTION OF THE 2006 APTAC OFFICERS**

Mr. Sharp said the Nominations Committee met and recommended the names of Anais Starr as Chair and Elizabeth Jones as Vice-Chair. He asked for any additional nominations from the floor. Since there were no further nominations, he asked for a motion to approve the new Chair and Vice-Chair. Tyler Gammon made a motion to approve. Clark Williams seconded the motion and the motion passed. Ms. Starr took the Chair.

## **IV. 2006 APTAC MEETING CALENDAR**

Ms. Starr briefly mentioned the APTAC meeting calendar for 2006.

## **V. 2000 DAYTIME POPULATION AND EMPLOYMENT – RESIDENT RATIOS**

Mr. Sharp commented that there has been an increasingly large number of technical assistance requests on this subject. He said that some of those were for emergency management purposes. He said at this point all the county figures are included in the tables on Pages V-2 through V-3. If you look at the Estimated Daytime Population, it gives the daytime population for a number of cities on Pages V-3 through V-4. These figures take into account the fact that some of the people living in the cities actually work somewhere else. He said that some of the counties have a large percentage of commuters that travel from one county into another, such as Cleveland County that has many commuters driving into Oklahoma County. Conversely, there are workers that commute from Oklahoma County into Cleveland County. Jeff Wallace of the Oklahoma Department of Commerce (ODOC) said he would work on these figures further and will develop numbers for downtown Oklahoma City, the Health Science Center, and locations in the metro area. He said it is possible that later this summer, Mr. Wallace will have a report with more information like this but broken down into some of the smaller cities. Remember that school enrollment population numbers can complicate the issue because school districts sometimes extend outside of city boundaries.

Mr. Sharp went on to briefly mention the addendum to the Agenda regarding the 2006 Urban Forestry Conference. Mr. Sharp said that some of the cities in the metro area have a tree inventory. He said the Conference is on February 16 and 17 in Oklahoma City. The Conference will give a comprehensive look at the natural and man-made challenges facing today's urban trees. A flyer was handed out giving registration information and topics to be discussed at the conference.

## **VI. CITY OF MOORE COMPREHENSIVE PLAN PROCESS**

Elizabeth Jones gave a presentation on the update of the City of Moore's Comprehensive Plan. She showed the current Plan, which was adopted by the Moore City Council in 1998. She said the Plan has been used on a daily basis since then to justify decision-making processes and policies. She said they have also used their Moore Plan 21 as a CIP document so any time the City wants to do transportation improvements or parkland improvements, City staff refers to this Plan. Moore wanted to continue to update it, and in 2005 the update process began. Ms. Jones said that the city had experienced many changes since 1998. There has been record residential growth. When the Plan was adopted in 1998, the city averaged about 300 building permits a year; in 2005, there were 826 permits. She commented that along with residential growth, comes other problems and opportunities, such as economic development along the Interstate. There was also interest and push to develop the east side of the city, which has historically been a rural area. About two years after the Plan was adopted, there was a major change in the land use plan.

Ms. Jones said that in 2005, the city hired Forsythe Consulting, a local planning firm, to help with the update of the Plan and it is still being completed. She said that because the 1998 Plan was fairly new, the City did not feel a need to totally rewrite it. The Plan document itself is well written and is still relevant to the community. She said it was decided to go through the document piece by piece and pick out the parts that needed updating. The focus was on housing, transportation (for which a separate traffic engineer was hired), parks, economic development, and land use. The land use plan was discussed extensively during the entire process and was a major part of the whole document.

Ms. Jones presented the Moore Plan 21 Land Use Plan. She pointed out the I-35 corridor indicating the commercial sites and commenting that they would remain the same. She said a major characteristic of the Plan was the large industrial tracts. Through re-zoning applications and discussions with the Planning Commission and City Council, it was decided that medium and heavy industrial land use was not warranted. She said the infrastructure could not handle that type of development and there would not be enough benefit to make up for the losses. She said the industrial land use was turned over to single-family land use with some supporting commercial areas. She said she anticipates that when the update is completed there will be little industrial land use to speak of.

Ms. Jones pointed out the rural east side of Moore, which was a major issue of the land use update and that was because there was a lot of development in that area that the original plan never anticipated. She said there was a reason why the entire east side was designated as rural residential; there was a natural ridgeline that divides the east side of Moore from the remainder of the City. At the time the original Plan was developed, there was no infrastructure that reached beyond that ridgeline, therefore, anything east of the ridgeline could not be sewerred as there were no water lines. She said the City had no plans to do sewer improvements and no plans to accept another lift station that would accommodate the development of the east side.

Ms. Jones said that in the 2000-2001 timeframe, the Moore City Council decided on sewer plan upgrades of their own. Part of this upgrade involved adding sewer lift stations and replaced some sewer lines. There now is a sewer trunk line that sewers the entire east side of Moore. She said that everything between Bryant Ave. and Sunnyslane Rd. can be sewerred. That has opened up the east side to development and the developers have taken advantage of this opportunity. The developers have been using those public investments to develop the east side. She indicated that at the time, the City had been doing some Comprehensive Plan land use amendments to justify the development. When the original Comprehensive Plan was developed, it reserved 6,805 acres for rural residential land use and this is defined as anything one acre and above. She said she anticipates whenever the 2006 update is passed, there will probably be 1400 acres of rural residential reserved for development.

Ms. Jones indicated that citizen participation was important, but historically, Moore citizens have not wanted to participate in city government. The city tried to get about 30 citizens who lived or worked in the Moore city limits to attend. Some of those were city staff, who were on the Steering Committee to help guide it in a realistic manner. For the remainder of the Committee, Moore residents and business leaders were encouraged to attend.

She mentioned that there were a series of public meetings. There was a meeting for the general public and also a business and industry meeting which was attended by Moore business owners. She said they will be using this as a basis for the economic development plan. Ms. Jones said the city also conducted a targeted "old town" meeting. She said that almost everyone in the old town area attended this meeting from which a lot of input was received. She said there was so much information received at this meeting that there will probably be an entire section in the update devoted to the revitalization of old town.

Ms. Jones informed the Committee that there are meetings scheduled for the Downtown District to which the downtown merchants will be invited and then the final general public meeting at which we hope to have several land use scenario alternates to choose from. She said that part of the citizen participation was the Planning Commission and the City Council.

Ms. Jones said that the city is currently working on a parcel by parcel future land use designation. This involves reviewing each individual parcel in Moore and deciding what the future land use should be. Ms. Jones indicated that the city still needs to get a development and concurrence of all the recommendations in housing, transportation, and parks. When that is accomplished, the final public hearing will be held. This will be advertised to get as many people to attend as possible. After the public hearing, the Plan will be adopted by the Planning Commission and the City Council. She said the estimated completion should be in late spring of 2006.

Clark Williams asked if the city of Moore has impact fees. Ms. Jones replied that it does. Mr. Williams then asked if there was a sewer and water extension pay-back policy. Ms. Jones answered that the city has a recoupment district. Mr. Williams asked what is driving growth up in the city of Moore and is it related to the cost of land on the east side. Ms. Jones said that it is not the price of the land. Part of it is the fact that there is no other land available. She also said that a lot of builders prefer to build in Moore right now because there is less red tape and the rezoning process has been pretty easy up until recently. She indicated, however, that is changing. Mr. Williams asked if the transportation corridors on the east side are in good shape. Ms. Jones said that Traffic Engineers are reviewing that right now, there will be some improvements and that will be included in the Plan. Mr. Williams asked if, regarding GIS, the city was requiring developers to monument their new additions or is the city using GIS for general land use planning. Ms. Jones replied that the city does use monuments and the information is digitized into the parcels. Mr. Williams asked how much the consultant was charging. Ms. Jones replied the charge was about \$100,000. She said they chose Forsythe Consulting because they were a local firm and therefore a cost-effective choice.

Mr. Sharp asked what changes were incurred on the sewer plan. Ms. Jones said the city was under a Department of Environment Quality (DEQ) consent order at the time the original 1998 Plan was made, therefore, we knew we would have to make upgrades to our sewer plants. Once replacement of the trunk lines and lift stations began, several lift stations were eliminated in favor of one central lift station and that one station is on the ridgeline. Ms. Jones said, in answer to Mr. Williams' question, that the sewer impact fee is \$700 per building permit, and this is used to help fund the expansion project for the sewer plant. Mr. Williams asked if the voters on the impact fee, voted for that as an excise tax. Ms. Jones replied that it is a fee charged by the city of Moore.

Jan Fees asked if, as east Moore is developing with more urban lots, has there been resistance to the more rural areas. Ms. Jones replied that there has been resistance from a select group of people. One of the members of the Steering Committee owned property in the area and was against any type of urban density development on the east side. Mr. Sharp asked about the commercial development on S.W. 19<sup>th</sup> St. and south through Telephone Rd. Ms. Jones said there has been a lot of commercial activity along S.W. 19<sup>th</sup> St., Telephone Rd.,

and I-35. Mr. Sharp asked if there were any more changes that would occur there. Ms. Jones replied yes, and that the city is doing a lot of transportation improvements and that is why the city hired a specific transportation engineering firm, Traffic Engineering Consultants, rather than a planner or general civil engineer.

## **VII. NEW BUSINESS**

### **City of Choctaw**

Bernard Nauheimer said the housing market in Choctaw is still strong. He said the local shopping center has been sold to a firm in California. He also said staff is working on their Comprehensive Plan. He introduced Mark Seibold as Choctaw's new Planner.

### **City of Piedmont**

Clark Williams said there are about 214 lots in preliminary plat and a commercial plat was just filed for 20 lots. He said the Planned Unit Development (PUD), a medical complex, has five buildings in it. He indicated the City Council had finally adopted the OU 2020 Plan. A Water Master Plan has been adopted, as well as a Wastewater Master Plan. The city is in the process of buying easement to extend a sixteen inch main from Oklahoma City on Mustang Rd. into the million gallon storage and also refurbish the west side storage tank, a 400,000 gallon unit. Mr. Williams said they will then update the OU Long Range Plan. He indicated they are inputting a massive amount of data into their GIS system for planning purposes. He said he hopes to have monument control in the coming months. He indicated he would like to coordinate of east Canadian County with the County, including Mustang, Yukon, parts of Oklahoma City.

Mr. Williams said the city is in the process of trying to set the baseline to improve their transportation system. He commented that the roads are in terrible shape and said he anticipates the General Obligation Bond coming in with an addition to the Capital Improvements Program (CIP) to start to improve segments of those roads and indicated they are now working on linkages on the south border that borders Oklahoma City at N.W. 164<sup>th</sup> St. He said the area between Piedmont Rd. and Morgan Rd. bounded by N.W. Highway on the south and N.W. 164<sup>th</sup> St. on the north is expecting 1,000 units on State Highway 3 and 4.

### **City of Yukon**

Mike Elder said there was no new business to report.

## **Oklahoma County**

Erik Brandt said the County is beginning its new Comprehensive Plan. He said he had a meeting with Oklahoma City and Edmond about the possible annexation of the northwest part of the County. He said their answer was no.

Tyler Gammon commented that in northwest part of Oklahoma City, the citizens are very concerned with urban sprawl. They have the Highway 74/Portland expansion and the widening going right through that corridor. He said there is no infrastructure in that area other than the sewer treatment plant. He said the County government is divided up into three commissioners and the commissioners on the south and east side of the County want growth. He said he anticipates the Plan being divided up into three parts. He said there are no utilities and that is why it is important to meet with the Oklahoma City in helping to determine the future of the County. Mr. Gammon said there were 570 residential building permits last year and predicts the County will pass that figure in 2006. There are four new subdivisions that are currently in their final stages. Mr. Gammon said the County came to a settlement with the developer that was suing the County, ruling that they could not do their development. The project was called Oklahoma Roads and was turned down by the Planning Commission. That development, however, will be allowed to happen.

## **City of Edmond**

Jan Fees commented that there are a lot of planning studies underway. She said the City hopes to complete, within the next couple of months, its update of their zoning ordinance that has been worked on almost four years. She said the City just hired Wilbur Smith to update their Comprehensive Plan. There were almost 700 residential building permits last year, which was the highest in two years.

## **City of Moore**

Ms. Jones said there were 826 building permits last year. She mentioned that the Home Depot store will be opening on January 25<sup>th</sup>. The City is undertaking a San Antonio-like Riverwalk project on 19<sup>th</sup> St. and I-35. She said they will dam the river up and create a water feature with pedestrian bridges and also sidewalks around the Riverwalk. Mr. Sharp said a lot of Moore's commercial properties face I-35. Ms. Jones agreed and said that Earl's Rib Palace will be building on one of the lots there that will back up to the new Riverwalk and they have indicated an interest to build a stairway.

## **City of Guthrie**

Rene Spineto said the City has been very busy in the area of economic development. She said that a company called EL Jet will be moving into the airport area in March and will create

from 300 to 400 jobs. She said that Wal-mart has announced they will expand into a superstore. She commented that she will be redoing the subdivision guidelines. She also mentioned that Guthrie will possibly be annexing an area on the east side of the City along I-35.

### **Logan County**

Commissioner Sharpton said that County workers have received fire training.

### **City of Midwest City**

Anais Starr said the City has undergone several staff changes, indicating that their long time City Manager passed away. The new City Manager is Guy Henson, who was, until a few months ago, Community Development Director. She said they are still working on their Comprehensive Plan update and should be completing that in March. The city is still in the process of the redevelopment of S.E. 29<sup>th</sup> St. She informed the Committee that a Steak and Shake opened and they are hoping for new businesses. She said that Channel 5 will be airing a new promotion for Midwest City called "American Dream".

## **VIII. ADJOURNMENT**

Mr. Williams made a motion to adjourn. Ms. Jones seconded the motion and the meeting adjourned at 10:00 a.m.

# ACOG

## ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS

21 E. Main St., Oklahoma City, OK 73104  
(405) 234-2264 Fax: (405) 234-2200

### MEMORANDUM

**DATE:** March 3, 2006

**TO:** Areawide Planning and Technical Advisory Committee (APTAC)

**FROM:** Melissa Baldwin, Associate Planner  
Transportation Planning and Data Services

**SUBJECT:** 2005 Residential Building Permits Request

**INFORMATION:**

As part of the collection and development of the 2035 OCARTS Plan, ACOG is requesting the 2005 residential building permits for each entity. The preferred format for this data would be a Shapefile, Excel file, or Word document. A digital file would be the most helpful from the standpoint of saving input time. Please provide this data by the end of March.

**ACTION REQUESTED:** Provide 2005 Residential building permits to ACOG.

# ACOG

## ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS

21 E. Main St., Oklahoma City, OK 73104  
(405) 234-2264 Fax: (405) 234-2200

### MEMORANDUM

**DATE:** March 3, 2006

**TO:** Areawide Planning and Technical Advisory Committee (APTAC)

**FROM:** John M. Sharp, Program Coordinator  
Transportation Planning and Data Services

**SUBJECT:** Grants 101 Workshop

#### INFORMATION:

**Date:** Monday, March 27 – Wednesday, March 29, 2006

**Location:** OSU-Oklahoma City  
Student Center-North SC  
3rd Floor  
Oklahoma City, OK

#### DESCRIPTION:

The Grant Institute's Grants 101: Professional Grant Proposal Writing Workshop will be held March 27-29 at Oklahoma State University in Oklahoma City. Typically, the seats fill quickly so interested development professionals, researchers, faculty, and graduate students should register as soon as possible.

Designed for both the beginner and the seasoned grant proposal writer, this course provides an intensive and detailed introduction to the process, structure, and skill of professional proposal writing. Through the completion of interactive exercises and activities, participants complement expert lectures by putting proven techniques into practice.

The three-day workshop consists of three courses: Fundamentals of Program Planning; Professional Grant Writing; and Grant Research.

## **FUNDAMENTALS OF PROGRAM PLANNING**

This intensive course teaches professional program development essentials and program evaluation. While most grant writing workshops treat program development and evaluation as separate from the writing of a proposal, this class teaches students the relationship between overall program planning and grant writing.

## **PROFESSIONAL GRANT WRITING**

Designed for both the novice and experienced grant writer, this course makes each student an overall proposal writing specialist. In addition to teaching the basic components of a grant proposal, successful approaches, and the dos and don'ts of grant writing, this course is infused with expert principles that will lead to a mastery of the process. This class illustrates how each component of the grant proposal represents an opportunity to use proven techniques for generating support.

## **GRANT RESEARCH**

At its foundation, this course address the basics of foundation, corporation, and government grant research. However, this course teaches a strategic funding research approach that encourages students to see research not as something they do before they write a proposal, but as an integrated part of the grant seeking process. All participants receive certification in professional grant writing from the Institute.

The \$597 tuition includes all materials and certificates.

To register, use one of the following:

[1] **On-Line** -Visit [www.thegrantinstitute.com](http://www.thegrantinstitute.com) and click on the Registration area. Fill out the online registration form completely. We'll send your confirmation by e-mail.

[2] **By Phone** - Call 888-824-4424. Our friendly Program Coordinators will be happy to assist you and answer your questions.

[3] **By E-mail** - Send an e-mail with your name, organization, and basic contact information to [info@thegrantinstitute.com](mailto:info@thegrantinstitute.com) and we will reserve your slot and send your Confirmation Packet.

**ACTION REQUESTED:** None. For information only.

# ACOG

## ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS

21 E. Main St., Oklahoma City, OK 73104  
(405) 234-2264 Fax: (405) 234-2200

### MEMORANDUM

**DATE:** March 3, 2006

**TO:** Areawide Planning and Technical Advisory Committee (APTAC)

**FROM:** John M. Sharp, Program Coordinator  
Transportation Planning and Data Services

**SUBJECT:** Oklahoma State Data Center Census Workshop

#### INFORMATION:

The Oklahoma Census Data Center within the Department of Commerce and the U.S. Government Documents Division of the Department of Libraries will host a Census workshop Tuesday, March 28, 2006 at the Oklahoma Department of Libraries, 200 NE 18th in Oklahoma City. Sessions will begin at 9:00 a.m. and 1:00 p.m.

These three-hour workshops feature hands-on computer sessions and address Census 2000 data products and their accessibility. Topics include the recently released 2000 Census data, Census geography, new American Community Survey, upcoming data products, and community assessment tools. The free workshops are open to anyone wanting to know more about the 2000 Census, but pre-registration is required.

Online registration is available at [www.OKcommerce.gov/census](http://www.OKcommerce.gov/census). For more information, contact Jeff Wallace at 405-815-5184 or by email at [Jeff.Wallace@odoc.state.ok.us](mailto:Jeff.Wallace@odoc.state.ok.us).

#### ACTION REQUESTED:

For information only.

# ACOG

## ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS

21 E. Main St., Oklahoma City, OK 73104  
(405) 234-2264 Fax: (405) 234-2200

### MEMORANDUM

**DATE:** March 3, 2006

**TO:** Areawide Planning and Technical Advisory Committee (APTAC)

**FROM:** Lisa M. Kehoe, Associate Planner  
Transportation Planning and Data Services

**SUBJECT:** 2006 Central Oklahoma Bike-to-Work Day - Friday, May 19, 2006

**INFORMATION:**

The Association of Central Oklahoma Governments (ACOG), MetroTransit, the City of Oklahoma City, City of Norman and City of Edmond will co-sponsor the second Bike-to-Work Day event for Central Oklahoma on Friday, May 19, 2006.

Central Oklahoma Bike-to-Work Day 2006 is part of a national campaign to promote bicycling as a healthy and efficient transportation alternative. The League of American Bicyclists has recognized the month of May as National Bike-to-Work Month since 1956, and National Bike-to-Work Day annually offers metropolitan areas the opportunity to call attention to the benefits of bicycling and to increase safety awareness among bicyclists and motorists.

In 2005, ACOG and the City of Oklahoma City co-sponsored the first Central Oklahoma Bike-to-Work Day with a "group ride" from the Oklahoma State Fairgrounds Space Tower to City Hall in downtown Oklahoma City. With 250 participants, this successful event has inspired ACOG to venture out and organize similar events in Norman and Edmond.

As a partner of the Mayors Fitness Challenge, we hope residents and businesses will use this opportunity to begin making healthy lifestyle changes. We encourage major employers to help sponsor the event and provide flexibility on May 19, 2006 to allow their employees to participate.

Please check out our Web site at <http://www.acogok.org/Newsroom/biketowork06.asp> as details of this year's event unfolds.

**ACTION REQUESTED:** None. For information only.