



*association of central oklahoma governments*

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Logan County Commissioner

Vice-Chair Willa Johnson  
Oklahoma City Councilmember

Secretary/Treasurer Kathy Walker  
Nichols Hills Councilmember

Executive Director  
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## AGENDA

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS

AREAWIDE PLANNING AND TECHNICAL ADVISORY COMMITTEE

**January 11, 2007**

**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. 2007 CENTRAL OKLAHOMA BIKE TO WORK DAY WORKSHOP ([ATTACHMENT III](#))  
Action Requested: None. For information only
- IV. 2007 BOUNDARY AND ANNEXATION SURVEY (BAS) ([ATTACHMENT IV](#))  
Action Requested: None. For information only.
- V. OKLAHOMA CITY SOUTHEAST SECTOR PLAN ([ATTACHMENT V](#))  
Action Requested: None. For information only.
- VI. NEW BUSINESS
- VII. ADJOURNMENT



Lisa Kehoe, Associate Planner, TPDS	ACOG
Pong Wu, Associate Planner, TPDS	ACOG
Ellen Owens, Department Secretary, TPDS	ACOG

**I. CALL TO ORDER**

Chairperson Starr called the meeting to order at 9:10 a.m.

**II. APPROVAL OF MINUTES**

Tyler Gammon made a motion to approve the minutes of the July 13, 2006 meeting. Clark Williams seconded the motion and, with the vote, the motion passed.

**III. ELECTION OF THE 2007 APTAC OFFICERS**

Mr. Sharp said that the Nominations Committee met and recommended the names of Elizabeth Jones as APTAC Chair and Erik Brandt as Vice-Chair. He asked for any additional nominations from the floor. There being no further nominations, he asked for a motion to approve the new officers. Tyler Gammon made a motion to approve. Rene Spineto seconded the motion and the motion passed. Ms. Starr continued as Chair for the remainder of the meeting as Ms. Jones was not present.

**APTAC MEETING SCHEDULE FOR 2007**

Ms. Starr asked for approval of the 2007 APTAC meeting schedule. Mr. Gammon made a motion to approve the 2007 meeting schedule. Ms. Walters seconded the motion and the motion passed.

**IV. 2010 LOCAL UPDATE OF CENSUS ADDRESSES (LUCA)**

John Sharp gave a presentation on the 2010 Census. He said the American Community Survey (ACS) is ongoing and information is provided to APTAC members. He said it is possible that entities may get phone calls from citizens because they can receive ACS questionnaires at anytime during the year. He said that 3,000 questionnaires are mailed out every month to Oklahoma citizens. He indicated that the reason the ACS questionnaire is mailed out every year is because in 2010 there will only be a short form with about five or six questions on it, and that the ACS replaces the long form. He said that the short form will not give us enough detailed information about the cities within the central Oklahoma region, so the ACS will try to bridge that gap. By 2010 the number of people being surveyed will be large enough by which they will be able to provide data down to small area geography. He said that right now, the ACS is for cities and counties over 65,000 in population.

Mr. Sharp said that, unlike the past, census surveyors in the field will be using computers with GPS units. He said there will also be dependence on local city staffs for help since they will be

familiar with their areas. Mr. Sharp said the Census Bureau will be working to get good address range data using various sources. Mr. Sharp commented that the Census Bureau plans on more promotion for the census than has been done in the past. They want to start planning for it now using local networks to get information out to the public.

He said the Boundary and Annexation Survey (BAS) data is being collected and, up until now, they have just contacted communities over 5,000. After next year, they will contact every city or town every year and they will need an accurate city boundary each year. He said the annual ACS data releases correspond to the city boundary changes. All of this means that there will be more communication between the Census Bureau and the cities. The Census Bureau is working towards having a liaison designated for each community as early as possible. Mr. Sharp commented that the highest elected official of each community will be receiving a letter in January from the Census Bureau about this issue. Beginning next year and in 2008, the local Census office will be recruiting local people to working in the communities, and, in the 2009, the first Census field operation will begin. Mr. Sharp said the Census Bureau would like to start on the 2007 address information, then working with this up until January of 2010. The January update to the roads and address ranges in each community will be used for the 2010 Census.

## **V. NEW BUSINESS**

### **City of Choctaw**

Mark Seibold informed the Committee that the City of Choctaw held two public meetings which covered ordinances passed last November that allowed the public to see developments before they went before the Planning Commission. He said that citizens were concerned about land use and density. He indicated that he felt that the meetings were successful. He said there is a lot of work on the process of teaching the public how the development process works and how ownership rights are separate from community values and subdivision regulations. He said those should go before the Planning Commission by the first week in December. Mr. Seibold said that about 30 community members attended a design charette on Monday night. He said the city is in the process of updating Phase 2 of it's roads study and that will go before the City Council next Tuesday.

### **City of Yukon**

Tim Rundel commented that residential development is growing rapidly. He said commercial development is ongoing at I-40 and Garth Brooks Blvd. with a Starbucks open and a Santa Fe Cattle Co. coming in, a new theatre being built and a new hotel. Mr. Rundel said the City has hired a firm to help them target more retail operations. He said a ¼ cent sales tax will be voted on in December and it will be dedicated to promoting safety and health in the community. This will involve building a new fire station on the east side of Yukon. He said there are also plans to build a new police station. He indicated that funding will also be used to remove arsenic from water and he estimated that would cost between \$2 and \$3 million. He said that some of the sales tax money will be used to expand the hospital emergency room services.

## **Tinker Air Force Base**

Bill Dalke said Tinker is getting close to having a finalized AICUZ product. He said ACOG is the clearing house for AICUZ and JLUS which will be coming up towards the end of this year. He said Tinker has been clustered with four bases on the west coast to make housing privatization more economically feasible. He said Tinker will have an Open House for people to look at the housing on the Base. He explained that privatization is taking what is now government property and leasing the land to a developer for them to develop for military housing use. He said that military personnel would then use their military allowance to pay for that housing.

Mr. Deming asked if the existing housing would stay as it is. Mr. Dalke said there would be a Request for Proposal (RFP) to evaluate those requests and take the best offer. In some cases, some of the housing would be demolished and, in other cases, renovated. Mr. Deming asked if they would take over what is left and manage it. Mr. Dalke said they lease the entire area and then take possession of the housing, the infrastructure, and the roads. He said they then would take over the maintenance of the whole housing area. He indicated it would be a 50-year lease. Mr. Deming asked about housing off-base. Mr. Dalke said that two years ago, numbers indicated that there would not be enough room for all the needed housing on base. He said that those numbers have gone down since then and Tinker is not planning to go beyond the existing base boundary for housing privatization.

Mr. Dalke said that Douglas Blvd. is back open and indicated there is a new hangar on the east side of Douglas Blvd. Ms. Starr asked if the Open House is open to the public. Mr. Dalke replied that it is open to anyone who would like to be involved in making an RFP.

## **City of Edmond**

Jan Fees commented that Edmond's Plan update has been postponed and probably will not be completed until spring of 2007. She said there was a hearing at the Planning Commission this week on the update of their zoning ordinance. She said there was a controversial vote on property at 15<sup>th</sup> St. and Bryant Ave. this week. Ms. Fees said the city is getting its first tattoo parlor and it has been placed in general commercial zoning between 9<sup>th</sup> St. and Broadway.

## **Oklahoma County**

Tyler Gammon commented that there were seven single-family residential building permits in September and 13 in October. He indicated that so far in November, there are already 13. He said the County is in its second year of working on their Master Plan Update.

Ruth Walters said there is a small subdivision called Crutch Park and it includes portions of Crutch Creek, Soldier Creek and the N. Canadian River. This area has a long history of flooding and she indicated they have applied for Hazards Mitigation Grants Program (HGMP) funding for voluntary acquisition of property. She said she anticipates Oklahoma County receiving \$700,000 for the first phase of the project. She mentioned that they should know by the end

of December whether or not they will receive the funding. The public meeting was very well received and the County informed the residents that they want to acquire 18 properties. Ms. Walters commented there were 12 positive responses out of the 18.

Joe Blough commented about the Turnpike gate, indicating that last week there was an agreement commissioned with OTA for \$3.3 million to go towards the gate at Hogback Rd. and I-44. He said they are in the process of working with utility companies to get firm utility relocation costs. He said all the local land owners have been identified and he is hopeful that sometime in January or February of 2007 they will see some utility work begin and then actual construction later in the summer. He said he expects the gate will open, if all goes well, in 2008.

### **City of Harrah**

Earl Burson indicated that the city of Harrah has been working with the Oklahoma Tax Commission over the last year. He said city employees were asked to visit businesses in town that they were concerned might not be collecting sales taxes. They found out many of these businesses were collecting county sales tax but not the city sales tax. There are some businesses that had Choctaw telephone numbers but are within the Harrah city limits. Mr. Burson said that as a result, their sales tax is up 16% this year. He said they have five new housing additions under construction and within the last two months, 12 new retail businesses have opened within the community. He said the city has its final plat for the Industrial Park. Mr. Burson informed the Committee that the new wastewater treatment plant caught fire and was completely destroyed. He said that they will require about \$500,000-\$750,000 to rebuild that facility.

### **City of Norman**

Wayne Stenis said Norman is in the process of working on its Stormwater Master Plan, working towards creating utility districts and trying to maintain flood prone areas. He said that may lead to new topographic mapping information. He indicated that they have negotiated a contract with an engineer to do the Plan. He said the city has been studying the arsenic water problems for three or four years and they are at the stage now where they will start to sell revenue bonds to fund improvements.

### **City of Guthrie**

Rene Spineto mentioned that the city is realizing additional growth from the Walmart construction. She said they have received preliminary plats from TAP developments and they will be building a retail center south of the Walmart Supercenter that will bring in about ten more retail outlets. She said that they are working on Phase 3 of the trails program and they are close to finishing the cleaning up of Snake Creek. She commented that Mid-Co., a Guthrie company, was recently bought out by a Texas company which has decided to move its headquarters to Guthrie. The company purchased additional land and will be doing some building in the area and bringing in additional jobs.

### **City of Oklahoma City**

Lanc Gross said the Planning Department is working on the Scenic River overlay for the N. Canadian River. He said they are also working on the on-street bike route plan and that should be completed by the beginning of 2007.

Mr. Deming mentioned that the City is planning to consolidate the downtown zoning districts. He said they have been authorized to hire a Transportation Planner, with the primary emphasis on reviewing developmental proposals in high growth areas to determine what the impacts will be in terms of the growing arterial networks. He said the city has begun a sign pickup program and commented that any sign that is in the rights-of-way or medians will be subject to pickup.

### **City of Midwest City**

Anais Starr said the city is still developing its Town Center Plaza at S.E. 29<sup>th</sup> St. and I-40. She said there are many stores planning to be open before the Christmas season. She said they just finished their Detention Pond landscaping, which was funded by their Oklahoma City Community Foundation Grant. She also mentioned that they are working on the Central Park area in that development and they are putting in the landscaping and hardscaping for that area. She said that residential building permits are down.

## **VI. ADJOURNMENT**

Mr. Gammon made a motion to adjourn. Mr. Rundel seconded the motion and the meeting adjourned at 10:00 a.m.

# ACOG

## ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS

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### MEMORANDUM

**DATE:** January 11, 2007

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

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

**SUBJECT:** 2007 Central Oklahoma Bike to Work Day Workshop

#### INFORMATION:

How would you like to be a partner in one of Central Oklahoma's most healthy and inspiring events? The Association of Central Oklahoma Governments (ACOG) is gearing up for Central Oklahoma's Bike to Work Day 2007 which will be on Friday, May 18. ACOG invites you or a representative from your town or city to participate in a Bike to Work Day Workshop on Wednesday, January 31, 2007 at 10:30 a.m. in the ACOG Boardroom to learn how to get involved this year. The Workshop will include a panel of event coordinators from the cities of Oklahoma City, Edmond, and Norman to answer any of your questions.

This will be ACOG's third Bike to Work Day promotion which coincides with the 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.

ACOG wants to coordinate marketing for a Bike to Work campaign for our member cities to help promote the regional trail and bikeway system. This workshop will provide information and materials needed to organize your own event. Please forward this information about the workshop to your Planning and Parks and Recreation representatives. For more information, feel free to contact me at [lkehoe@acogok.org](mailto:lkehoe@acogok.org) or 234-2264.

#### ACTION REQUESTED:

None. For information only.

# ACOG

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### MEMORANDUM

**DATE:** January 11, 2006

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

**FROM:** John Sharp, Program Coordinator  
Transportation Planning & Data Services

**SUBJECT:** 2007 Boundary and Annexation Survey (BAS)

#### INFORMATION:

The Boundary and Annexation Survey is conducted to provide accurate identification of geographical boundaries to the Census Bureau for the ongoing economic censuses, the decennial census, and the ongoing American Community Survey. The BAS also supports the population estimates program.

In January, the Census Bureau will begin to send out BAS packages for both the paper and digital submissions. Incorporated places with 2,500 or more populations will be receiving this information. The packages must be returned to the Census Bureau by April 1, 2007. There are various ways of returning the information to the Census Bureau. Please see attached schedule and Frequently Asked Questions sheets. This program is the best way to keep city/county boundary information current.

#### ACTION REQUESTED:

None. For information only.


**U.S. Census Bureau**

## 2007 Boundary and Annexation Survey (BAS): Schedule and Important Dates

### Traditional BAS

DATE	ACTIVITY
<b>October 2006</b>	A local or Tribal representative is sent a prenotification letter (by fax / email / mail) for the upcoming survey asking if there are changes to the report.
<b>January 2, 2007</b>	BAS packages are mailed out.
<b>March - April 2007</b>	State Data Center (SDC) staff conducts telephone follow-up.
<b>April 1, 2007</b>	Survey packages received by this date will be included in the Population Estimates Program, the American Community Survey and the 2008 BAS materials.
<b>May 31, 2007</b>	Survey packages received by this date will be included in the 2008 BAS materials.

### Digital BAS

DATE	ACTIVITY
<b>October 2006</b>	A local or Tribal representative is sent a prenotification letter (by fax / email / mail) for the upcoming survey asking if there are changes to the report.
<b>February 15, 2007</b>	Participants must notify the Legal Areas Team of their intent to participate by this date.
<b>January 2, 2007 - February 19, 2007</b>	Digital BAS packages are mailed out.
<b>April 1, 2007</b>	Packages received by this date will be processed for inclusion in the Population Estimates Program, the American Community Survey and the 2008 BAS materials.
<b>April 15, 2007</b>	Any resubmissions based on feedback documents must be received by this date.

BAS Main Page

*Source: U.S. Census Bureau  
Geography Division  
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## 2007 Boundary and Annexation Survey: FAQs

**Who authorized the survey?**

**How is the information used?**

**When will my government be surveyed?**

**When will I receive the survey?**

**When is the survey due?**

**What if I have no boundary changes to report?**

**How do I submit my response?**

**Can a county report for its entities?**

**Who authorized the survey?**

The Boundary and Annexation Survey is authorized by Section 6 of Title 13 of the United States Code Census. The Office of Management and Budget (OMB) approves the survey materials. The current valid OMB control number is: OMB No. 0607-0151; approval expires on 07-31-2007. The BAS is a voluntary survey.

**TOP**

**How is the information used?**

The BAS information is used to provide an appropriate record for reporting the results of the decennial and economic censuses, and annual surveys such as the **Population Estimates Program** and the **American Community Survey**.

In compliance with the Office of Management and Budget, Circular A-16, the BAS supports the spatial data steward responsibilities of the **Geospatial One-Stop** and the National Map by updating the inventory of and boundaries for governmental units.

**TOP**

**When will my government be surveyed?**

The number of entities included in the BAS in a particular year varies depending on funding and the needs of the Census Bureau in fulfilling the requirements for its censuses and surveys. Federally recognized American Indian areas and governmental counties (and equivalent areas) are surveyed every year. Starting in 2008, the survey also will include all incorporated municipalities, and all governmental Minor Civil Divisions (MCDs). This full universe includes approximately 40,000 entities and will be conducted each year after 2008 to provide the geographic support needed for the **American Community Survey**.

In 2007, the BAS will include all counties, all Minor Civil Divisions (MCDs) in the six New England states plus those MCDs with a population of 10,000 or greater in the states of Michigan, Minnesota, New Jersey, New York, Pennsylvania, and Wisconsin, and those incorporated places with a population of 2,500 or greater. The list of entities, which receive the BAS survey, may be altered due to partnership agreements with states and counties.

As part of our geographic partnership program, the Census Bureau has entered into several agreements with state and county governments. These agreements most commonly modify the universe where knowledge of local areas identifies only those governments known to have boundary changes. The states, or state equivalents, that have an agreement with the Census Bureau are Alaska, Georgia, Kentucky, Michigan, Minnesota, Puerto Rico, and Wisconsin. For a list of county agreements, please email [geo.bas@census.gov](mailto:geo.bas@census.gov).

TOP

**When will I receive the survey?**

The 2007 BAS packages are mailed starting January 2, 2007. By the end of January all governments should have received their BAS packages. If you have not received a BAS package by February 1, 2007, please call 1-800-972-5651 to request a BAS package.

TOP

**When is the survey due?**

All governmental unit types should return their responses by **April 1, 2007** in order to have their updates included in the delivery to the **American Community Survey and Population Estimates Program**. Additional responses received after April 1st but before May 31, 2007 will be processed and included in the next year's survey materials.

TOP

**What if I have no boundary changes to report?**

You may either return the postcard included in your package with the "no change" box checked or you may reply on-line using **Electronic BAS**.

TOP

**How do I submit my response?**

If you have changes to report, you may either:

- mail the form and **only** those maps that show a change,
- use **Electronic BAS** to report survey form changes and then send the **maps with changes only**, or
- use **Digital BAS** if your government meets the submission and eligibility requirements.

TOP



**Can a county report for its entities?**

Yes. Annotate the county map(s) with new incorporations, annexations, disincorporations, etc. and complete the form(s) with the appropriate ordinance information, effective dates, etc. Return **only** those maps that show a change and the form(s).

TOP

Comments? Questions? [GEO.BAS@census.gov](mailto:GEO.BAS@census.gov)

[BAS Main Page](#)

[PDF] or  denotes a file in Adobe's [Portable Document Format](#). To view the file, you will need the [Adobe® Acrobat® Reader](#)  available **free** from Adobe.

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# ACOG

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### MEMORANDUM

**DATE:** January 11, 2006

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

**FROM:** John Sharp, Program Coordinator  
Transportation Planning & Data Services

**SUBJECT:** Oklahoma City Southeast Sector Plan

#### INFORMATION:

The City of Oklahoma City is currently updating one of its sector plans. The Southeast Sector includes over 142 square miles of both urban and rural portions of the city. The extensive area includes both Tinker AFB and Lake Draper. Local citizens and interested parties have been meeting for over one year to provide input and discuss issues concerning the Plan update. The plan included a visioning process; and an in depth review of environmental and natural resources; development and design; public services and infrastructure; community involvement and plan implementation.

Aubrey Hammontree, Urban Planner, was the Oklahoma City staff member that coordinated the project. She will be at the January meeting to give a presentation on the plan process. The last public meeting to discuss the draft plan will be on Tuesday, January 9<sup>th</sup> at Harmony Christian Church from 6:30 to 8pm.

A draft copy of the Southeast Sector Plan (PDF) can be accessed at the following address [http://www.okc.gov/planning/sectors/documents/SESectorPlanDRAFT12-11-06\\_000.pdf](http://www.okc.gov/planning/sectors/documents/SESectorPlanDRAFT12-11-06_000.pdf)

#### ACTION REQUESTED:

None. For information only.