



*association of central oklahoma governments*

Chair Mark Sharpton  
Logan County Commissioner

Vice-Chair Willa Johnson  
Oklahoma City Councilmember

Secretary/Treasurer Kathy Walker  
Nichols Hills Councilmember

Executive Director  
Zach D. Taylor

## **AGENDA**

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS

AREAWIDE PLANNING AND TECHNICAL ADVISORY COMMITTEE

**March 8, 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 CENTRALOKLAHOMA BIKE TO WORK DAY – CITY PLANNING MEETINGS ([ATTACHMENT III](#))  
Action Requested: None. For information only
- IV. 2010 LOCAL UPDATE OF CENSUS ADDRESSES (LUCA) WORKSHOP ([ATTACHMENT IV](#))  
Action Requested: Coordinate with staff to send a representative to the LUCA Training
- V. OKLAHOMA CITY ON-STREET BIKE ROUTE STUDY ([ATTACHMENT V](#))  
Action Requested: None. For information only.
- VI. NEW BUSINESS
- VII. ADJOURNMENT

**MINUTES**

**Areawide Planning and Technical Advisory Committee  
January 11, 2007  
9:00 a.m.**

The first meeting of the Areawide Planning and Technical Advisory Committee for the calendar year 2007 was convened on January 11, 2007 at 9:00 a.m. in the Board Room of the ACOG offices, 21 E. Main Street, Suite 100, Oklahoma City, Oklahoma. This meeting was held as indicated by notice filed with the Oklahoma County Clerk, and by notice posted at the ACOG offices at least twenty-four hours prior to the meeting.

**PRESIDING**

Elizabeth Jones, Chairperson	City of Moore
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**MEMBERS PRESENT**

Jan Fees	City of Edmond
Mark Sharpton	Logan County
Anais Starr	City of Midwest City
Melissa Helsel	City of Mustang
Jim Pumphrey	City of Nicoma Park
Wayne Stenis	City of Norman
Lanc Gross	City of Oklahoma City
Susan Miller	City of Oklahoma City
Erik Brandt	Oklahoma County
Tyler Gammon	Oklahoma County
Ruth Walters	Oklahoma County
Clark Williams	City of Piedmont

**GUESTS PRESENT**

Mary Murphey	Logan County
Nancy McNayr	McNayr Paque LLC
Kelly Driscoll	City of Oklahoma City
Aubrey Hammontree	City of Oklahoma City

**STAFF PRESENT**

John Sharp, Program Coordinator, TPDS	ACOG
Andrea Weckmueller-Behringer, Assoc. Planner, TPDS	ACOG
Randy Entz, Associate Planner, TPDS	ACOG

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

**I. CALL TO ORDER**

Chairperson Jones called the meeting to order at 9:05 a.m.

**II. APPROVAL OF MINUTES**

Tyler Gammon made a motion to approve the minutes of the November 9, 2006 meeting. Ruth Walters seconded the motion and, with the vote, the motion passed.

**III. 2007 CENTRAL OKLAHOMA BIKE TO WORK DAY WORKSHOP**

Lisa Kehoe gave a brief presentation on the Bike to Work Day workshop. She informed the Committee that Bike to Work Day this year is on Friday, May 18 and the Workshop will take place on Wednesday, January 31, 2007 at 10:30 a.m. in the ACOG Board Room. She said the Workshop will include comments from event coordinators from the cities of Oklahoma City, Edmond, and Norman who will also answer any questions concerning last year's event. Ms. Kehoe said that ACOG has acquired a bicycle safety video from the League of Illinois Bicyclists and indicated that she has obtained permission from them to distribute the video across the state. Ms. Kehoe said that ACOG would like to coordinate marketing for a Bike to Work campaign for member cities to help promote the regional trail and bikeway system. She said the Workshop will provide information and materials needed to organize each city's own event. Mr. Sharp said ACOG would like to have a representative from each city attend the Workshop. He commented that it would be very helpful, from a safety standpoint, to get this video that features Robbie Ventura, on local cable stations.

**IV. 2007 BOUNDARY AND ANNEXATION SURVEY (BAS)**

John Sharp spoke of the Boundary and Annexation Survey (BAS). He said it is important to note that the size of the communities that will be reached with this program will be lower, at 2,500 population, and will therefore involve more of the entities in the ACOG area. He said the Census Bureau requires an accurate identification of city boundaries. There have been many annexations in the area over the last few years and this will be one way of capturing this information, in digital form, on an annual basis. He said coordination between the BAS and the American Community Survey (ACS) is important in regard to accurate city and county boundaries.

Mr. Sharp informed the Committee that the Census Bureau will begin to send out BAS packages this month for both the paper and digital submissions. He said that incorporated places with 2,500 or more population will be receiving this information and that the packages must be

returned to the Census Bureau by April 1, 2007. He said that the BAS program is the best way to keep city and county boundary information current.

Clark Williams asked if anyone present had received their BAS packages yet and was told no one had. Mr. Sharp indicated the packages would be sent out in waves and said if anyone had questions, to call him here at ACOG, or Jeff Wallace at the Oklahoma Department of Commerce (ODOC).

## **V. OKLAHOMA CITY SOUTHEAST SECTOR PLAN**

John Sharp introduced Aubrey Hammontree from the City of Oklahoma City, who gave a presentation on the Oklahoma City Southeast Sector Plan. She said 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. She indicated that local citizens and interested parties have been meeting for over one year to provide input and discuss issues concerning the Plan update. The Plan includes a process and an in-depth review of environmental and natural resources, development and design, public services and infrastructure, community involvement, and plan implementation. She indicated that a copy of the draft plan is available on their web site.

Ms. Hammontree said there were planning team meetings every other week for about seven months. The Plan was then drafted and there was an extensive review and comment period during which the plan was sent to different agencies and city departments, resulting in a final draft. She indicated that the final draft was presented in community meetings for feedback purposes and the next step in the process is to present it to the Planning Commission, which is scheduled for January 25, 2007. It will then be heard at public hearing on February 8, 2007 and then presented to the City Council in late February or early March.

Mr. Sharp made a comment that the Oklahoma City staff did a wonderful job putting this together. He said that Pete White, the Councilman for that area, attended most of the meetings as well as one of the Planning Commissioners. He said that the first two meetings consisted of the staff explaining to citizens how this process works, which enabled the process to move at a faster pace.

## **VI. NEW BUSINESS**

### **City of Midwest City**

Anais Starr commented that the city continues to have more commercial development its Town Center Plaza. She said that Panera Bread and Starbucks have opened. She also said that they are beginning Phase 3 of Town Center Plaza that will bring in three more sets of shops, for a dozen more commercial spaces. Some of those will be Books a Million, Lane Bryant, and PetsMart. Ms. Starr said they are working on their Central Park in the center of this development; the Fountain is poured and the sidewalks will be put in this week. She said it is hoped that the landscaping will be complete by the spring.

### **City of Edmond**

Jan Fees informed the Committee that there is a Planning Commission meeting on Tuesday, January 16<sup>th</sup> and indicated they will be discussing a large development called Canyon Wood which is over 1,200 acres. She said they are beginning work again on the Edmond Plan update and hopefully, by the spring, the Plan will be complete. She said the Oklahoma Chapter of the American Planning Association will hold a web-cast workshop about "Complete Streets" on February 14 at the C.H. Gurnsey facility and it will take place from 3:00 to 5:30 p.m. The Oklahoma Chapter is sponsoring the Workshop. Interested parties will need to RSVP to Erik Enyart at OKAPA. Ms. Fees said that they are hoping to have a conference in the fall of this year for the American Planning Association Oklahoma Chapter.

### **City of Mustang**

Melissa Helsel mentioned that the city is beginning to work on ideas for a town center. She said they had worked with a developer 1-1/2 years ago in order to come up with a concept to utilize land that is in a major park of 160 acres. She said the frontage would never be able to be used for recreation use because it abuts a major highway. She said that the developer and architect that the city had initially worked with on this project could not find a way to make it feasible to charge the rents and get the tenants they wanted to make a development feasible. She said Mustang has experienced tremendous housing and traffic growth and, therefore, are willing to work on this again.

Ms. Helsel said there is a new Tractor Supply Company store being built in the center of town. She said the geographical center of Mustang is at Mustang Rd. and Hwy. 152 and when Walmart was built about a mile east, that particular area began to die. She said the City Council targeted that area as a redevelopment district and it is finally happening, with Westlake Hardware moving into the old Walmart building and the Tractor Supply Company store moving into an old grocery store.

### **Oklahoma County**

Tyler Gammon commented that Ray Vaughn is the new elected Commissioner of Oklahoma County District 3. He said that, after a lull last fall, building permits are increasing again. The County Master Plan is still in the process of being completed, with economic and transportation issues currently being worked on.

Ruth Walters said that the acquisition project for the Crutch Park subdivision is under way and she is working on another grant, but hasn't had word on the status of the first grant yet. She said the subdivision is in a floodway with about 105 residential structures.

### **City of Piedmont**

Clark Williams mentioned that the City has had 108 building permits in 2006 compared with 121 in 2005. He said they also implemented their infrastructure enhancement fee on building permits. He indicated that on Monday night they had a conceptual review for a 320 acre Planned Unit Development (PUD). This is a full scale neighborhood concept that follows the textbook housing lifestyle from apartments to assisted living and contains enough gross leasable commercial space to serve a population of 21,000. Mr. Williams said it is anticipated the PUD will bring 1,000 housing units to the community and will help form the City Center at the intersection of Edmond Rd. and Piedmont Rd. He said they are connecting a 16" water main with Oklahoma City and they are currently working on extending a sewer interceptor to Oklahoma City's interceptor in the northwest quadrant. He said that he had issues with FEMA regarding some of Piedmont's floodplain maps.

### **City of Oklahoma City**

Lanc Gross briefly mentioned that work on the bike route plan is progressing. He said that currently it is more or less a wish list, but they plan on narrowing it down to tie into adjacent cities such as Moore, Midwest City, and Edmond. He commented on the Lake Hefner Recreation Master Plan, which discusses future uses within the Lake Hefner Reservation and said the Plan should be finished soon.

Susan Miller said there is a new downtown zoning law that will be adopted, indicating there are three different zoning districts and that today there is a Planning Commission meeting. She indicated that from that new zoning, a design review committee for downtown will be formed, which does not currently exist. She said that there was a problem coordinating meetings for the Scenic River Overlay, but she said there will be a design review committee for that as well with adoption sometime in March or early April. She said that the City is advertising for a Planner IV position, which is a division head level position. She said they are looking for someone with a lot of expertise in transportation planning. Ms. Miller said she and Mr. Gross could use a good expert to help with work on the N.E. 23<sup>rd</sup> St. corridor plan as well as the Lake Hefner plan. Applications will be taken until the end of January and then interviewing will begin. She also mentioned the "Core to Shore" project, which is the I-40 relocation planning effort.

### **City of Norman**

Wayne Stenis indicated that, if the Planning Committee approves it this morning, a topographic mapping contract to prepare brand new topo maps will be granted. In addition to providing new data, it will also improve the study for the Master Stormwater Management Plan that is also under contract. He said that modeling will be done based on topographic maps. Mr. Stenis informed the Committee that the city does have a new Public Works Director, Shaun O'Leary, who replaced Jimmy Berry and there is a City Manager vacancy as well as an Assistant to the City Manager vacancy.

## **City of Moore**

Elizabeth Jones spoke about their update to the Bike Plan. She said that it is five years since the original Plan was done in 2002 and that many new sidewalks have been completed since then. She said they are obtaining public input through their Web site instead of holding traditional meetings and she said they are receiving great citizen response, as many as ten to twenty responses a day. She said the original plan has been sent to ACOG and to Oklahoma City for comments and they hope to coordinate with the entire region to get the update completed.

## **VIII. ADJOURNMENT**

Ms. Jones made a motion to adjourn. Mr. Williams seconded the motion and the meeting adjourned at 9:59 a.m.

# ACOG

## ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS

21 E. Main St., Oklahoma City, OK 73104-2405  
(405) 234-2264 Fax: (405) 234-2200 TDD: (405) 234-2217  
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### MEMORANDUM

**DATE:** March 8, 2007

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

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

**SUBJECT:** 2007 Central Oklahoma Bike to Work Day – City Planning Meetings

#### INFORMATION:

The Association of Central Oklahoma Governments offers assistance to cities wanting to sponsor a Bike to Work Day event or Bicycle Safety Educational Campaign in May 2007. National Bike to Work Day is May 18, 2007.

This month, ACOG staff will coordinate with you to schedule a Bike to Work Planning Meeting in your City. The meeting may be small including only ACOG and City staff, or you may also invite local stakeholders.

ACOG has many ideas to offer as each city becomes more bicycle-friendly. A few ideas are listed:

- Bicycle Safety Educational Campaign
  - Add bicycle safety video to City website
  - Add short articles to City website and newsletter (e.g. benefits of bicycling, bicycle and pedestrian safety, rules of the road, links to bicycle maps for the region)
  - Add link from the City website to ACOG's Central Oklahoma Bike to Work Day website
  - Distribute bicycle safety brochures
  
- Central Oklahoma Bike to Work Day Event
  - Plan an extensive "Group Ride" event
  - Plan a smaller bike to work event (This could be as simple as five City staff riding two miles on their bicycles to work on May 18.)

In April, ACOG will hold a regional Bike to Work Stakeholders' Meeting. Please contact Lisa Kehoe at [lkehoe@acogok.org](mailto:lkehoe@acogok.org) or 234-2264 to set up a Bike to Work Planning Meeting for your City.

#### ACTION REQUESTED:

None. For information only.

# ACOG

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### MEMORANDUM

**DATE:** March 8, 2007

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

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

**SUBJECT:** 2010 Local Update of Census Addresses (LUCA) Workshop

#### INFORMATION:

The Census Bureau and ACOG are inviting a representative of each community to attend a promotional workshop that is scheduled on the 2010 Local Update of Census Addresses (LUCA) Program. The LUCA Program offers you an opportunity to have input in the Census Bureau's Address List, which the Census Bureau will use to control the distribution and collection of census questionnaires. The completeness and accuracy of the Address List is essential for a thorough and detailed census in your jurisdiction.

We strongly urge you or someone from your staff to attend the LUCA promotional workshop in order to better understand the program schedule, your options for participation and the benefits of the program for your jurisdiction. We anticipate the workshop lasting approximately 1.5 hours. Please see attached Fact Sheet for more detailed information. The workshop is for:

**March 15, 2007 10:30 - 12:00**

**ACOG**

**21 E. Main St. #100**

**Oklahoma City, OK 73104**

To assist us with our planning, please RSVP to Ellen Owens at [eowens@acogok.org](mailto:eowens@acogok.org) or phone her at 234-2264 by March 7, 2007. An accurate count is required for materials that will be handed out at the meeting.

#### ACTION REQUESTED:

Coordinate with staff to send a representative to the LUCA Training.

## **LUCA FACT SHEET**

Every ten years, the U.S. Census Bureau conducts a census of the population and housing of the United States. Census data drive reapportionment and redistricting decisions and directly affect the distribution of more than \$200 billion in federal funds each year. The census is based on an up-to-date address list compiled from many sources. We need your help to ensure that the Census Bureau address list is as accurate as possible for your jurisdiction.

In July 2007, your government will receive a formal invitation to participate in the 2010 Census Local Update of Census Addresses (LUCA) Program. The LUCA Program, mandated by the Census Address List Improvement Act of 1994 (Public Law 103-430), provides state, local, and tribal governments with the opportunity to review and update the Census Bureau's address list.

By your participation in the 2010 Census LUCA Program, you can help improve the count for your jurisdiction. If you participate in the program, you will be able to:

- Review and update the Census Bureau's address list or submit your local address list to the Census Bureau in a specified format.
- Review and update the legal boundaries and features on the Census Bureau maps.

If you have any questions regarding the 2010 Census LUCA Program after the Workshop, please contact your Census Bureau Regional Office by telephone at 1-866-511-LUCA.

# ACOG

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### MEMORANDUM

**DATE:** March 8, 2007

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

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

**SUBJECT:** Oklahoma City On-Street Bike Route Study

#### INFORMATION:

The City of Oklahoma City is currently in the process of developing an On-Street Bike Route Study. This study was a result of raised public interest in biking after previous Bike to Work Day events and Councilman Sam Bowman's interest in conducting the study. In September 2006, initial meetings were held to discuss the process, review examples of other studies/locations, and to take suggestions from the public. The main purpose is to develop safe on-street routes that link to the regional trail system and activity centers.

Lanc Gross, AICP, Planner III, is the lead Oklahoma City staff that is coordinating the project. He will be at the March meeting to give a presentation on the process. The next OKC Bike Route Planning Meeting will be Wednesday, March 14<sup>th</sup> at the Will Rogers Garden Exhibition Center, 2400 NW 36<sup>th</sup> St. from 6:00 to 7:30 PM.

#### ACTION REQUESTED:

None. For information only.