



*association of central oklahoma governments*

Chair Pete White  
Oklahoma City Councilmember

Vice-Chair Jay Adams  
Mustang Mayor

Secretary/Treasurer Matt Dukes  
Midwest City Mayor

Executive Director  
John G. Johnson

## MEMORANDUM

**DATE:** November 30, 2016

**TO:** Bicycle - Pedestrian Advisory Committee (BPAC)

**FROM:** John M. Sharp, Program Coordinator  
Transportation & Planning Services (TPS)

**SUBJECT:** Meeting Notice

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The Bicycle - Pedestrian Advisory Committee will hold a regular meeting on

**WEDNESDAY, DECEMBER 7, 2016, AT 9:00 A.M.**

in the ACOG Board Room, 4205 N. Lincoln Blvd., Oklahoma City, Oklahoma.

## AGENDA

- I. CALL TO ORDER ([ATTACHMENT I](#))
- II. APPROVAL OF THE SEPTEMBER 14, 2016 MINUTES ([ATTACHMENT II](#))
- III. ACTION ITEMS:
  - A. Consider recommending that the ITPC approve BPAC's request to meet once every other month (6 times per year). ([ATTACHMENT III-A](#))
  - B. Consider approving the FFY 2013 and FFY 2014 TAP Instructions and Application for use in the 2017 TAP process or appoint a subcommittee to create modifications. ([ATTACHMENT III-B](#))

IV. ITEMS FOR INFORMATION ONLY:

- A. Open Streets OKC October 2016 Report ([ATTACHMENT IV-A](#))
- B. National Bicycle and Pedestrian Documentation Project Report ([ATTACHMENT IV-B](#))
- C. Road Diet Workshop Report ([ATTACHMENT IV-C](#))
- D. Oklahoma City Community Foundation Parks & Trail Amenities Plan ([ATTACHMENT IV-D](#))
- E. Oklahoma Bicycle Society Oklahoma City Trails & Information Guide ([ATTACHMENT IV-E](#))
- F. American Community Survey (ACS) Commuter Data ([ATTACHMENT IV-F](#))
- G. 2017 Oklahoma Recreational Trails Program – APPLICATIONS DUE JANUARY 31, 2017  
([ATTACHMENT IV-G](#))

V. NEW BUSINESS

VI. ADJOURN

**Deadline for March 2017 BPAC Agenda Items: 4 p.m. Wednesday, March 1, 2017**

**Next BPAC Meeting: 9 a.m. Wednesday, March 15, 2017**

**BICYCLE-PEDESTRIAN ADVISORY COMMITTEE****VOTING MEMBERS AND ALTERNATES**

<b>CITY/ORGANIZATION</b>	<b>MEMBERS</b>	<b>ALTERNATES</b>
BETHANY	Danielle Barker Community Development Specialist	
BLANCHARD	No Designee	
CHOCTAW	Chad Denson City Planner	
COLE	No Designee	
DEL CITY	Geranium Carrington Economic Development Director	
EDMOND	Jan Fees City Planner	
FOREST PARK	No Designee	
GOLDSBY	No Designee	
GUTHRIE	Justin Fortney Guthrie Transportation Authority Member	Verdell Smith Parks Superintendent
HARRAH	Paul Wiegert Supervisor, Parks & Recreation	
JONES CITY	No Designee	
LEXINGTON	No Designee	
LUTHER	No Designee	
MIDWEST CITY	Brandon Bundy Assistant City Engineer	Julie Shannon Comprehensive Planner
MOORE	Elizabeth Jones Community Development Director	Jared Jakubowski Associate Planner
		Ava Beeby Assistant Planner

<b>CITY/ORGANIZATION</b>	<b>MEMBERS</b>	<b>ALTERNATES</b>
MUSTANG	Justin Battles Director of Parks & Recreation	Jean Heasley Program Coordinator
NEWCASTLE	No Designee	
NICHOLS HILLS	Hon. Peter Hoffman Mayor	
NICOMA PARK	No Designee	
NOBLE	No Designee	
NORMAN	Angelo Lombardo Traffic Engineer	James Briggs Park Planner – Parks & Recreation
OKLAHOMA CITY	John Tankard Associate Planner	Matt Sandidge Senior Planner
PIEDMONT	Lyn Land Parks & Recreation Chair	
SLAUGHTERVILLE	Marsha Blair Town Administrator	
SPENCER	No Designee	Ron Pollard Chairman - Spencer Parks Advisory Board
TUTTLE	No Designee	
THE VILLAGE	No Designee	
WARR ACRES	Hon. Jim Mickley Vice-Mayor	Hon. Patrick Woolley Mayor
YUKON	No Designee	
CANADIAN CO.	Jack Stewart Commissioner	Jennifer Mitchell Executive Assistant
CLEVELAND CO.	No Designee	

<b>CITY/ORGANIZATION</b>	<b>MEMBERS</b>	<b>ALTERNATES</b>
LOGAN CO.	Hon. Mike Pearson Commissioner – District 2	Hon. Monty Piearcy Commissioner – District 3
OKLAHOMA CO.	No Designee	Mike Sullivan Court Clerk's Office
CENTRAL OKLAHOMA TRANSPORTATION AND PARKING AUTHORITY (COTPA)	Larry Hopper Principal Planner	Jeanne Smith Unit Operations Supervisor
		Jason Ferbrache Administrator
CLEVELAND AREA RAPID TRANSIT (CART)	Karleene Smith Planner and Grant Specialist	Douglas Myers Director
OKLAHOMA DEPARTMENT OF TRANSPORTATION	Chad C. Meisenburg Project Manager Local Government Division	
OKLAHOMA DEPARTMENT OF HEALTH	John Friedl Physical Activity Specialist	
BIKE CLUBS/ASSOCIATIONS	Bill Elliott Oklahoma Bicycle Society	
CITIZENS OR NEIGHBORHOOD ASSOCIATIONS	Betsy Brunsteter Healthcare Planner	
WALKING AND RUNNING ASSOCIATIONS	Lissa Wohltmann Edmond Running Club	Rocky Chen TRI-OKC
	Chuck Mikkelson Oklahoma City Running Club	

### **NON-VOTING MEMBERS AND ALTERNATES**

<b>CITY/ORGANIZATION</b>	<b>MEMBERS</b>	<b>ALTERNATES</b>
U.S. DOT - FEDERAL HIGHWAY ADMINISTRATION (FHWA)	Isaac Akem Community Planner – OK Division	
U.S. DOT - FEDERAL TRANSIT ADMINISTRATION (FTA)	Pearlie Tiggs Community Planner – Region VI	

BICYCLE-PEDESTRIAN ADVISORY COMMITTEE  
MINUTES OF THE MEETING  
SEPTEMBER 14, 2016

A regular meeting of the Bicycle-Pedestrian Advisory Committee (BPAC) was convened on September 14, 2016 in the Board Room of the Association of Central Oklahoma Governments (ACOG), 21 East Main Street, Suite 100, Oklahoma City, Oklahoma. This meeting was held as indicated by advance notice filed with the Oklahoma County Clerk and by notice posted at the ACOG office at least twenty-four (24) hours prior to the meeting.

PRESIDING

John M. Sharp, Chairman

ENTITY/AGENCY

ACOG-Transportation &amp; Planning Services (TPS)

VOTING BPAC MEMBERS AND/OR ALTERNATES PRESENT

Danielle Barker

Bethany

Chad Denson

Choctaw

Brandon Bundy

Midwest City

Ava Beeby

Moore

Angelo Lombardo

Norman

John Tankard

Oklahoma City

Audrey Fitzsimmons

Yukon

Jack Stewart

Canadian County

Chad C. Meisenburg

Oklahoma Department of Transportation

Chuck Mikkelson

Oklahoma City Running Club

GUESTS PRESENT

Steve Schlegel

Arcadia Trail Coalition/Schlegel Bicycles

Lora Gwartney, Intern

Cleveland Area Rapid Transit

John McClure, Member

Oklahoma Bicycle Society

Maxton Harris, Intern

Oklahoma City

Brian Dougherty, Program Officer

Oklahoma City Community Foundation

ACOG STAFF

John G. Johnson

POSITION

Executive Director

Conrad Aaron

GIS Technician, TPS

Shelby Templin

Assistant Planner, TPS

Charlotte Adcock

Assistant Planner – Multimodal, TPS

ENTITIES/AGENCIES ABSENT

Blanchard  
Cole  
Del City  
Edmond  
Forest Park  
Goldsby  
Guthrie  
Harrah  
Jones City  
Lexington  
Luther  
Mustang  
Newcastle  
Nichols Hills  
Nicoma Park  
Noble  
Piedmont  
Slaughterville  
Spencer  
Tuttle  
The Village  
Warr Acres  
Cleveland County  
Logan County  
Oklahoma County  
Central Oklahoma Transportation and Parking Authority  
Cleveland Area Rapid Transit  
Oklahoma Department of Health  
Bike Clubs/Associations  
Citizens or Neighborhood Associations

NON-VOTING MEMBERS ABSENT

U.S. DOT - Federal Highway Administration  
U.S. DOT - Federal Transit Administration

I. CALL TO ORDER

Chairman Sharp called the meeting to order at 9:00 a.m. He introduced himself and entertained introductions around the room.

II. APPROVAL OF THE JUNE 15, 2016 MINUTES

There being no discussion, Audrey Fitzsimmons moved to approve the June 15, 2016 meeting minutes. Chad Denson seconded the motion. The motion carried.

III. ITEMS FOR INFORMATION ONLY:

A. Open Streets OKC October 2016 Update

Staff gave brief presentation of the upcoming October 23 Open Streets event at Wiley Post Park in Oklahoma City. At the time of the meeting, the event was being advertised on one billboard, 10 benches around the city, and posters in English and Spanish. Barricades, dumpsters, and port-a-potties had all been ordered and vendor applications were open on the event's webpage. It was also mentioned that Norman and Moore would both have their own Open Street events in the spring of 2017.

B. National Bicycle and Pedestrian Documentation Project

This fall is the fifth set of bicycle and pedestrian counts in Central Oklahoma. The National Bicycle and Pedestrian Documentation Project (NBPDP) includes collecting counts at a location twice in one week at two different times. This information is then entered into NBPDP worksheets to determine daily, weekly and yearly counts. At the previous meeting, Tom Woodfin had stated that volunteer training PowerPoints were complicated. Staff played the YouTube volunteer training video put together by ACOG for the fall counts. The overall reaction to the training video was positive.

John Tankard brought up a recent concern from the city. Their legal department does not want Oklahoma City enlisting volunteers for these counts without some form of compensation.

C. Transportation Alternatives Programs (TAP) Results

Chad Meisenburg updated the group on the TAP results, stating that ODOT had received 109 applications. They have funding through FFY 2020, and half of the funding for the communities with 0 to 5,000 population has been used. The remainder is still available and there will be another call for projects in 2018 for this same group. At the same time, there will be a call for projects related to Safe Routes to School.



D. Future ACOG TAP Funding

ACOG is exploring the opportunity to hold another call for TAP projects for the OCARTS area in the spring of 2017. This time, perhaps multiple years of funding could be used. One option is to use three years of funding (FY 2015-2017), the other option is to use six years' worth (FY 2015-2020). The Committee seemed to prefer six years of funding. When asked how much money would be available, Chad Meisenburg stated that the region would have \$8.4 million in a worst case scenario. The last year ODOT can accept projects for this batch of funding is 2023. On a related note, the 2013 funds need to be used soon or they will be lost. He also stated that combining projects will bring down the costs.

Ava Beeby wanted to know whether there are backup projects should a selected project fall through. Chad Meisenburg stated that cities need to keep an eye on the funding for that reason. Brandon Bundy asked how this related to Safe Routes to School (SRTS). Mr. Meisenburg said there will be a call for SRTS projects in 2018. Mr. Bundy also asked what would happen if there were not enough responses. Mr. Meisenburg said there would be a second call as the money needs to be used.

E. Oklahoma City Community Foundation Parks and Trail Amenities Plan

The Oklahoma City Community Foundation (OCCF) is currently developing a Parks and Trails Amenities Plan that can be utilized throughout central Oklahoma. Brian Dougherty gave a status report on the draft document. Thirty-five amenities have been identified, including toilets, fountains, signage, and benches. The first draft of the document will be presented on November 1. There may be a lunch event in mid-October for input.

Mr. Dougherty also discussed the tree inventory, which is nearing its completion. OCCF paid for the tree inventory in full as a gift to Oklahoma City, documenting more than 17,000 trees throughout the Oklahoma City Parks System. The compiled document will be ready in October.

F. Assessing Walkability and Identifying Projects

Oklahoma City staff has been assessing downtown, Deep Deuce, Bricktown and the OU Health Sciences Center for walkability. The goal of this exercise is to determine projects that would be recommended to be funded in the future Oklahoma City GO Bond. John Tankard has been leading the research and has recruited the help of some students from the OU Health Sciences Center. He had developed a methodology called Pedestrian Environment Assessment Tool (PEAT) to measure walkability. They hope to be finished and have their results in mid-October.

John Tankard presented how this tool works at the September BPAC meeting. The project has been time consuming but has yielded great data. Each volunteer student was given 24 surveys to conduct: 12 intersections and 12 streets. Based on the data collected,

they were able to create heat maps to show safe and unsafe walkable areas. So far they have inventoried more than 1000 intersections.

G. Encompass 2040 Bicycle Facilities Map

As part of the Encompass 2040 Plan, staff has developed a regional Encompass 2040 Bicycle Facilities Map. This map includes both present and planned facilities. Staff used local bike plans as a resource for adding the planned facilities. Transportation Alternatives Program projects since 2010 and Encompass 2040 Plan road projects with bicycle components were also included in the development of the map. There was no further discussion on this item.

IV. NEW BUSINESS

John Sharp mentioned the Federal Highway Administration would be hosting three Road Diet workshops in Oklahoma, including one at ACOG's offices. The workshop is to be held on Tuesday, October 18 from 8:30 a.m. to 5 p.m.

Danielle Barker reminded the committee members that the OK APA conference was being held from September 25 to 27. Online registration is open until September 19.

Ms. Barker also stated that Bethany has hired a new city manager.

Ava Beeby of Moore said that their city manager, Steve Eddy, will be retiring soon.

John Sharp informed the committee of the public meetings times and places for the Encompass 2040 plan.

V. ADJOURN

There being no further business, Chairman Sharp adjourned the meeting.

# ACOG

## Association of Central Oklahoma Governments

4205 N. Lincoln Blvd., Oklahoma City, OK 73105  
 (405) 234-2264 Fax: (405) 234-2200 TDD/TTY: 7-1-1 Statewide  
 www.acogok.org e-mail: acog@acogok.org

### MEMORANDUM

**DATE:** November 30, 2016

**TO:** Bicycle - Pedestrian Advisory Committee

**FROM:** Charlotte Adcock, Assistant Planner - Multimodal  
Transportation & Planning Services

**SUBJECT:** BPAC Meeting Frequency for 2017

### INFORMATION:

In the past, Jan Fees has voiced a desire for BPAC to meet 6 times per year instead of 4 times per year. Meetings would be held every other month should the committee decide to adopt this proposal. This would result in changes in the Bicycle-Pedestrian Advisory Committee Bylaws – specifically Article IV.

### ARTICLE IV. MEETINGS

SECTION 1. MEETING TIME AND PLACE. Regular quarterly meetings of the BPAC shall be held on the third Wednesday of March, June, September and December (or as determined by a majority vote of the Committee) at ~~10:00 a.m.~~ 9:00 a.m. in the ACOG Conference Board Room, ~~21 E. Main St, Suite 100~~ 4205 N. Lincoln Blvd., except when this date conflicts with holidays or the BPAC or Board of Directors requests a change. Meetings may be cancelled or special meetings called at the discretion of the BPAC Chairman or the ACOG Executive Director.

As it states in the Bylaws, the majority vote of the Committee can change the meeting times and dates. At the December meeting, this question will be brought before the committee for their decision.

### ACTION REQUESTED:

Consider recommending that the ITPC approve BPAC's request to meet once every other month (6 times per year).

# ACOG

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### MEMORANDUM

**DATE:** November 30, 2016

**TO:** Bicycle - Pedestrian Advisory Committee

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

**SUBJECT:** 2017 Transportation Alternatives Programs (TAP)

#### INFORMATION:

In 2014, ACOG initiated a call for TAP projects. This MAP-21 funding was for FFY 2013 and FFY 2014 and was approximately \$2.8M.

In 2017, ACOG will have another call for TAP projects. At the September BPAC meeting, ODOT's Chad Meisenburg stated that there would be at least \$8.4 million available for TAP funding in the OCARTS adjusted Urban Area. The committee was asked if they would prefer three or six years of TAP funding. The committee decided on six years (FY 2015 to FY 2020).

The next step is to decide whether to use an updated [TAP Instructions and Application](#) package that was utilized for the FFY 2013 and FFY 2014 funding cycle. Please review this document, which includes the instructions, application process, project selection, criteria questions, points and submission application process. If substantial modifications are required, then a BPAC subcommittee will be required to develop a new document.

#### ACTION REQUESTED:

Consider approving the FFY 2013 and FFY 2014 TAP Instructions and Application for use in the 2017 TAP process or appoint a subcommittee to create modifications.

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### MEMORANDUM

**DATE:** November 30, 2016

**TO:** Bicycle - Pedestrian Advisory Committee

**FROM:** Charlotte Adcock, Assistant Planner - Multimodal  
Transportation & Planning Services

**SUBJECT:** Open Streets OKC October 2016 Report

#### INFORMATION:

Since 2014, Central Oklahoma has hosted Open Streets events. Building on the success of previous events, Open Streets OKC closed Robinson Avenue from SW 15<sup>th</sup> to SW 29<sup>th</sup> to vehicular traffic on October 23. The event was held from 1 p.m. to 5 p.m.

As in past events, this stretch of road was repurposed for non-motorized transportation and the active participation of many community organizations and local businesses. With its location and advertising in both English and Spanish, the event was able to attract a diverse group of attendees.

At the December meeting, staff will give a detailed presentation of the event.

#### ACTION REQUESTED:

None. For information only.

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### MEMORANDUM

**DATE:** November 30, 2016

**TO:** Bicycle - Pedestrian Advisory Committee

**FROM:** Charlotte Adcock, Assistant Planner - Multimodal  
Transportation & Planning Services

**SUBJECT:** National Bicycle and Pedestrian Documentation Project Report

### INFORMATION:

Central Oklahoma communities have participated in the National Bicycle and Pedestrian Documentation Project (NBPDP) in the past. The NBPDP includes a process to estimate daily, weekly, monthly and yearly pedestrian and bicycle usage numbers from two hour counts. There has been interest for continuing and expanding manual counts in the region. This fall, the official count dates for the NBPDP were Tuesday, September 13, through Thursday, September 15, and Saturday, September 17. ACOG put together a video presentation that has been posted on YouTube, as well as on ACOG's website, for volunteers to watch for training purposes before the counts.

This fall, counts were conducted for the first time at Lake Hefner thanks to Chuck Mikkelsen of Oklahoma City Running Club. Along with the other counts sent to ACOG, these numbers were extrapolated based on NBPDP's formulas. It was estimated that more than 855,000 people visit the area annually based on the counts held at the East Wharf that were collected on Saturday, September 17. In the same location, the NBPDP estimated more than 1.3 million visitors per year based on the counts from the 5 p.m. count on Thursday, September 15.

### ACTION REQUESTED:

None. For information only.

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### MEMORANDUM

**DATE:** November 30, 2016

**TO:** Bicycle - Pedestrian Advisory Committee

**FROM:** Charlotte Adcock, Assistant Planner - Multimodal  
Transportation & Planning Services

**SUBJECT:** Road Diet Workshop Report

### INFORMATION:

A representative from the US Federal Highway Administration visited Oklahoma to hold three separate workshops on the topic of road diets, including one at the ACOG offices on October 18. Participants learned all about what a road diet is and how to fund, design, and implement one. Many of the myths surrounding road diets were discussed and attendees also learned how a road diet can better accommodate bicycles and pedestrians than a traditional street footprint. The workshop hosted at ACOG was well received and saw 22 participants from around the area. While perhaps not a direct result of the workshop, Norman is considering implementing a road diet along Gray St and Main St.

To view some of the videos presented at the workshop, please click on the links below:

Moving Beyond the Automobile: <http://www.streetfilms.org/mba-road-diet/>

Road diets from different perspectives: <https://vimeo.com/176519494/517684ac7b>

US 42 Road Diet for Dummies: <http://louisvilleky.com/us-42-road-diet-for-dummies/>

Implementing road diets in New Jersey:

<http://www.state.nj.us/transportation/eng/completestreets/roaddiet.shtm>

If members are interested in obtaining pdf copies of some of the presentations shown at the workshop, please let Charlotte Adcock know.

### ACTION REQUESTED:

None. For information only.

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### MEMORANDUM

**DATE:** November 30, 2016

**TO:** Bicycle - Pedestrian Advisory Committee

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

**SUBJECT:** Oklahoma City Community Foundation Projects Update

#### INFORMATION:

The Oklahoma City Community Foundation (OCCF) is currently developing a Parks and Trails Amenities Plan that can be utilized throughout Central Oklahoma. OCCF has hosted a number of meetings for communities in central Oklahoma, neighborhood associations and agencies to discuss the types of amenities and standards that would be useful. OCCF offers grant opportunities for these amenities twice a year. At the same time, OCCF has been working on compiling a Tree Inventory for the City of Oklahoma City.

At the December BPAC meeting, Brian Dougherty, OCCF, will give another status report on the draft document of the Parks and Trails Amenities Plan as well as on the Tree Inventory.

#### ACTION REQUESTED:

None. For information only.



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**DATE:** November 30, 2016

**TO:** Bicycle - Pedestrian Advisory Committee

**FROM:** Charlotte Adcock, Assistant Planner – Multimodal  
Transportation & Planning Services

**SUBJECT:** Oklahoma Bicycle Society (OBS) Oklahoma City Trails & Information Guide

#### INFORMATION:

Over the last couple of months, ACOG has been working with OBS to create a trails and information guide for Oklahoma City. The map is nearing its completion. OBS has hopes of printing 5,000 copies of the map to put on display in various bike shops and tourist departments around the city.

At the December meeting, staff would like to show the committee the map.

#### ACTION REQUESTED:

None. For information only.

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### MEMORANDUM

**DATE:** November 30, 2016

**TO:** Bicycle - Pedestrian Advisory Committee

**FROM:** Charlotte Adcock, Assistant Planner – Multimodal  
Transportation & Planning Services

**SUBJECT:** American Community Survey (ACS) Commuter Data

#### INFORMATION:

The American Community Survey (ACS) data shows that trends in walking and biking to work are increasing here in the Oklahoma City area. As has been a problem in the past, women are still not comfortable riding their bike to work, and the number of women cycling to work has actually decreased some in the metro area. The only place that does not fit this trend is in Norman, where the number of women riding bikes to work increased 70% from roughly 220 to about 375. However, the number of women walking to work is increasing, as is the number of men walking and biking to work.

At the December 7 meeting, staff would like to show comparative graphs displaying these changes.

#### ACTION REQUESTED:

None. For information only.

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### MEMORANDUM

**DATE:** November 30, 2016

**TO:** Bicycle - Pedestrian Advisory Committee

**FROM:** Charlotte Adcock, Assistant Planner – Multimodal  
Transportation & Planning Services

**SUBJECT:** 2017 Oklahoma Recreational Trails Program – APPLICATIONS DUE JANUARY 31, 2017

#### INFORMATION:

The Recreational Trails Program (RTP) is a federal-aid program administered by the Oklahoma Tourism and Recreation Department (OTRD). This reimbursement-type grant program is part of the Transportation Alternatives formula funding. The RTP provides for 80 percent federal share and requires a 20 percent local match. The match may be either in cash or in value of documented contributions. Other sources of federal funds may also be used for the match up to 95 percent of the total project cost.

The application deadline is 4:00 p.m. on TUESDAY, January 31, 2017. The 2017 application and further information is available at <https://otrd.ok.gov/OkTourism/Federal%20Grants/Default.aspx>. The funding cap for non-motorized projects is \$240,000 (with at least a \$60,000 match). There is no cap for motorized projects. Notification of awards will be announced in July of 2017.

Please carefully read the application forms for specific requirements. Additional information will be required for applications involving land acquisition. If you have any questions, please contact **Susan Henry**, Grant Administrator, Oklahoma Tourism and Recreation Department, Recreational Trails Program, at (405) 522-9521, or by email at [susan.henry@travelok.com](mailto:susan.henry@travelok.com).

#### ACTION REQUESTED:

None. For information only.