



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: February 8, 2017

TO: Bicycle - Pedestrian Advisory Committee (BPAC)

FROM: John M. Sharp, Division Director
Transportation & Planning Services (TPS)

SUBJECT: Meeting Notice

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

WEDNESDAY, FEBRUARY 8, 2017, AT 9:00 A.M.

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

AGENDA

- I. CALL TO ORDER ([ATTACHMENT I](#))
- II. APPROVAL OF THE DECEMBER 7, 2016 MINUTES ([ATTACHMENT II](#))
- III. ACTION ITEM:
 - A. Consider recommending that the ITPC approve the updated FFY 2015-2020 TAP Instructions and Application Manual and the TAP Grading Manual for use in the 2017 TAP process. ([ATTACHMENT III-A](#))

IV. ITEMS FOR INFORMATION ONLY:

- A. Open Streets Update ([ATTACHMENT IV-A](#))
- B. IQC Placemaking Conference ([ATTACHMENT IV-B](#))
- C. Bicycle Related Bills Introduced in Oklahoma Legislature ([ATTACHMENT IV-C](#))
- D. Bike Month 2017 ([ATTACHMENT IV-D](#))
- E. 2017 National Bike and Pedestrian Documentation Project Dates ([ATTACHMENT IV-E](#))

V. NEW BUSINESS

VI. ADJOURN

Deadline for April 2017 BPAC Agenda Items: 4 p.m. Wednesday, April 5, 2017

Next BPAC Meeting: 9 a.m. Wednesday, April 12, 2017

BICYCLE-PEDESTRIAN ADVISORY COMMITTEE

VOTING MEMBERS AND ALTERNATES

CITY/ORGANIZATION	MEMBERS	ALTERNATES
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

CITY/ORGANIZATION	MEMBERS	ALTERNATES
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	Claudia Krshka Grant Writer-Pro. Support Staff	
CANADIAN CO.	Jack Stewart Commissioner	Jennifer Mitchell Executive Assistant
CLEVELAND CO.	No Designee	

CITY/ORGANIZATION	MEMBERS	ALTERNATES
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

CITY/ORGANIZATION	MEMBERS	ALTERNATES
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
DECEMBER 7, 2016

A regular meeting of the Bicycle-Pedestrian Advisory Committee (BPAC) was convened on December 7, 2016 in the Blue Room of the Association of Central Oklahoma Governments (ACOG), 4205 N. Lincoln Blvd., 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 & Planning Services (TPS)

VOTING BPAC MEMBERS AND/OR ALTERNATES PRESENT

Chad Denson	Choctaw
Brandon Bundy	Midwest City
Ava Beeby	Moore
John Tankard	Oklahoma City
Larry Hopper	Central OK Transportation and Parking Authority
Jeanne Smith	Central OK Transportation and Parking Authority
Karleene Smith	Cleveland Area Rapid Transit
Chad C. Meisenburg	Oklahoma Department of Transportation
Bill Elliott	Oklahoma Bicycle Society
Chuck Mikkelson	Oklahoma City Running Club

GUESTS PRESENT

Bonnie Winslow, Acting President	Oklahoma Bicycle Coalition
John McClure, Member	Oklahoma Bicycle Society
Maxton Harris, Planning Intern	Oklahoma City
Brian Dougherty, Program Officer	Oklahoma City Community Foundation
Joshua Vaught	Spokies

ACOG STAFF

Jennifer Sebesta
Conrad Aaron
Shelby Templin
Charlotte Adcock
Jennifer McCollum

POSITION

Program Coordinator, TPS
GIS Technician, TPS
Assistant Planner, TPS
Assistant Planner – Multimodal, TPS
Director of Communications

ENTITIES/AGENCIES ABSENT

Bethany
Blanchard
Cole
Del City
Edmond
Forest Park
Goldsby
Guthrie
Harrah
Jones City
Lexington
Luther
Mustang
Newcastle
Nichols Hills
Nicoma Park
Noble
Norman
Piedmont
Slaughterville
Spencer
Tuttle
The Village
Warr Acres
Yukon
Canadian County
Cleveland County
Logan County
Oklahoma County
Oklahoma Department of Health
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 SEPTEMBER 14, 2016 MINUTES

There being no discussion, Brandon Bundy moved to approve the September 14, 2016 meeting minutes. Chad Denson seconded the motion. The motion carried.

III. ACTION ITEMS:

A. BPAC Meeting Frequency for 2017

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.

Bill Elliott moved to recommend that the ITPC approve BPAC's request to meet once every other month (6 times per year). Chuck Mikkelson seconded the motion. The motion carried.

B. 2017 Transportation Alternatives Program

In 2014, ACOG initiated a call for TAP projects. This MAP-21 funding was for FFY 2013 and FFY 2014 and was approximately \$2.8 million. 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 (FFY 2015 to FFY 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.

There was much discussion concerning the 2017 TAP guidelines, mainly concerning the bike design guidelines. As this round of money will cover projects through FY 2020, many expressed desire to bring the guidelines up to date. The committee agreed to use the TOPs site for the application, as well as to include 'health certified communities' in item 3b (Public Recognition). However, there continued to be extensive discussions concerning other issues.

Ava Beeby moved to create a subcommittee to meet in January to update the guidelines and to add the health component to item 3b. Chuck Mikkelson and John Tankard seconded the motion. The motion carried.

IV. ITEMS FOR INFORMATION ONLY:

A. Open Streets OKC October 2016 Report

Staff spoke briefly about the results of the Open Streets OKC event on October 23 from 1 p.m. to 5 p.m. The event was held along Robinson Avenue from SW 15th to SW 29th and included Wiley Post Park as well as part of the Oklahoma River. There was a total of 15,000 visitors to the event.

The next events will be held in the spring. Open Streets OKC is planning to hold its event April 3, 2017, and Norman is hosting its first Open Streets at Campus Corner on April 9, 2017. Moore will also be hosting an Open Streets event, although there has been no date or location decided yet. Noble intends to host a similar event in the near future and has received permission from ODOT to close Hwy 77 for the day.

B. National Bicycle and Pedestrian Documentation Project Report

September saw the official count dates for the National Bicycle and Pedestrian Documentation Project. Various cities in the ACOG area participated in the event, and for the first time, counts were conducted at Lake Hefner, organized by Chuck Mikkelsen of the Oklahoma City Running Club. Staff informed committee members that there are between 855,000 and 1.3 million visitors to the lake's East Wharf every year, depending on which count date one considers. Norman's Legacy Trail at the Amtrak Depot sees nearly 338,000 visitors annually and there were just over 53,000 annual visitors to Norman's Cedar Lane, where the green striped bike lane went in late last year.

Chad Meisenburg mentioned that Oklahoma City will be installing many EcoCounters at pedestrian bridges around the city in the future. He also mentioned that TAP money can be used to attain a permanent counter.

C. Road Diet Workshop Report

Staff briefly reviewed the Road Diet workshop hosted at the ACOG offices on October 18. A representative from the US Federal Highway Administration visited Oklahoma to hold three separate workshops on the topic of road diets. The 22 participants that attended learned about what a road diet is and how to fund, design, and implement one. Staff said if anyone wants to receive a copy of the presentation pdfs or booklets, to contact Charlotte Adcock. Ava Beeby, Karleene Smith, and John Tankard were interested.

D. Oklahoma City Community Foundation Projects Update

Brian Dougherty of the Oklahoma City Community Foundation attended the BPAC meeting to give an update on the projects OCCF are currently developing. OCCF started its tree survey in May of this year and has already documented the 20,000 trees in

Oklahoma City parks. The final draft of the report will be ready the week of December 12. The inventory has already seen its first test with the arrival of the Emerald Ash Borer in Oklahoma last month. Immediately, OCCF was able to determine the number of Ash trees that would be affected.

The Parks and Trails Amenities Plan is also nearing its completion. Amenities can be provided to public spaces such as parks, school parks, and trails. There have been 54 amenities identified for these spaces, some of which can be funded by bond or TAP money, and occasionally special funding from out of state.

Bonnie Winslow wanted to know the area that OCCF provides funding. Mr. Dougherty informed her that only Oklahoma City would receive funding for trees, however he would like for the greater metro area to be able to receive funding for parks and public spaces. Larry Hopper was curious to know if they would help property owners' associations. As they are private spaces, they would not be eligible.

E. Oklahoma Bicycle Society (OBS) Oklahoma City Trails & Information Guide

Over the last couple of months, ACOG staff has been working with OBS to create a trails and information map guide for Oklahoma City. OBS has hopes of printing 5,000 copies of the map to distribute to various bikes shops and tourist departments around the city. Staff showed the committee the map at the December meeting. Chad Meisenburg suggested to include Midwest City's trails on the next version and offered payment from ODOT. Bill Elliott stated that they were intending to print this version the same day as the BPAC meeting and in the future would include other cities.

Chad Meisenburg suggested going to a larger size for the next map, perhaps 12" x 18". John Tankard voiced a concern about a bike lane labeled on the map that did not actually have any markings. Chuck Mikkelson suggested changing the label on the legend from "Bike Trail" to "Multi-use Trail" as there are many trails on the map that pedestrians also use. On a related note, Chad mentioned that OTA's Tim Gatz is open to putting trails on Oklahoma turnpikes.

F. American Community Survey (ACS) Commuter Data

The 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 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. The number of women walking to work is increasing, as is the number of men walking and biking to work. Staff provided a handout with various tables and graphs displaying the ACS data.

Bonnie Winslow was interested in how the ACS data worked. Staff informed her it is a survey so all the information is self-reported. Larry Hopper wanted to know a little more about these trends, particularly about women cycling, on a national scale. Staff did not have the precise numbers but knew that there were fewer women cyclists nationally than their male counterparts.

John Tankard and several others of the committee were interested in comparisons between the cities given and other cities in Oklahoma, such as Tulsa.

G. 2017 Oklahoma Recreational Trails Program – APPLICATIONS DUE JANUARY 31, 2017

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 Surface Transportation Block Grant Program 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 and should be mailed to Susan Henry at susan.henry@travelok.com. Staff brought this up at the December BPAC meeting because towns need to have a public meeting for these grants.

V. NEW BUSINESS

Bonnie Winslow reminded members that the 4th Bike Summit will be May 19 and 20, 2017 and would be held in two locations on each day: Muskogee and Tahlequah, respectively. The main focus of this summit will be on health.

Chad Meisenburg stated that the construction of the Wichita Mountains trails is well under way. The trails are located on the shoulders of roads and will eventually create a loop.

John Tankard mentioned that GO Bond meetings are coming up soon. There have been no set dates but they will be in early 2017. These are public meetings to get feedback from the public. Information can be found at www.okc.gov/go.

VI. ADJOURN

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

ACOG

Association of Central Oklahoma Governments

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MEMORANDUM

DATE: February 8, 2017

TO: Bicycle - Pedestrian Advisory Committee

FROM: John Sharp, Division Director
Transportation & Planning Services

SUBJECT: Results of the TAP Subcommittee Meeting

INFORMATION:

On Monday, January 23, 2017, a BPAC subcommittee met to discuss updating the TAP Instructions and Application Manual and the TAP Grading Manual. Staff asked for members to submit specific comments on the previous TAP manuals and they were discussed at the January meeting.

Staff will provide the updated manuals resulting from the subcommittee meeting at the February BPAC meeting for final comments and approval. They are also provided here for your information:

- [TAP Instructions and Application Manual](#)
- [TAP Grading Manual](#)

ACTION REQUESTED:

Consider recommending that the ITPC approve the updated FFY 2015-2020 TAP Instructions and Application Manual and the TAP Grading Manual for use in the 2017 TAP process.

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MEMORANDUM

DATE: February 8, 2017

TO: Bicycle - Pedestrian Advisory Committee

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

SUBJECT: Open Streets Update

INFORMATION:

Since 2014, Central Oklahoma has hosted Open Streets events. The next Open Streets OKC event will be hosted on April 2, 2017 from 1-5 p.m., where the event will return to NW 23rd Street. Applications for activity vendors, volunteers, and food trucks are open until February 15.

Norman is also holding its first Open Streets event on Campus Corner on April 9 from 1-5 p.m. Applications for their street vendors and volunteers opened on February 1 and will close at the end of March.

Moore and Noble are also intending to hold their first Open Streets this year as well. Moore has had its first meeting and is aiming for a late summer or early fall event while Noble is trying to hold its event at the end of March.

ACTION REQUESTED:

None. For information only.

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MEMORANDUM

DATE: February 8, 2017

TO: Bicycle - Pedestrian Advisory Committee

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

SUBJECT: IQC Placemaking Conference

INFORMATION:

The Institute for Quality Communities will be hosting its Placemaking Conference on Monday, April 3, on the University of Oklahoma's Norman campus. The conference features renowned speakers on issues of vital importance to today's communities and an audience of hundreds of citizens and leaders that are working to make great places in Oklahoma. The focus of this conference is to feature people making positive contributions to their communities.

For more information on the conference, visit <http://iqc.ou.edu/conference/>.

ACTION REQUESTED:

None. For information only.

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MEMORANDUM

DATE: February 8, 2017

TO: Bicycle - Pedestrian Advisory Committee

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

SUBJECT: Bicycle Related Bills Introduced in Oklahoma Legislature

INFORMATION:

Three bicycle related bills have been introduced by Representative Lewis Moore (Arcadia) and Representative Cory Williams (Stillwater) in the 2017 Oklahoma Legislative Session.

HB1724 permits a bicyclist to treat a stop sign as yield, red light as stop. Fundamentally this is similar to the "Idaho Stop" law. A similar bill was introduced in the last session, received a "do pass" recommendation from the House Public Safety Committee but never made it to the floor.

HB1725 permits railroads to cease operations on a line without abandonment, and allows temporary recreational trail use of the rights-of-way. The bill specifies how the trails will be established and maintained, permitted and prohibited uses, and liability protections for railroads, trail managers, adjacent landowners. A feature of the bill will permit "rails with trails" use if a railroad wishes to allow it.

HB2191 amends existing state law regarding motorists passing a bicyclist. The minimum safe passing distance is increased to five feet. On multi-lane roads (two or more lanes in each direction) motorists are required to change lanes to pass a bicyclist. Fine for colliding with or causing a bicyclist to crash is increased to \$1,000. Fine for collisions resulting in the death of a bicyclist is increased to \$10,000.

Copies of the proposed legislation will be available at the February BPAC meeting.

ACTION REQUESTED:

None. For information only.

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MEMORANDUM

DATE: February 8, 2017

TO: Bicycle - Pedestrian Advisory Committee

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

SUBJECT: Bike Month 2017

INFORMATION:

National Bike Month is coming up in May. There are already a number of bike-related events scheduled:

- National Bike and Pedestrian Documentation Project: May 15-21
- Bike to Work Day: May 19
- Oklahoma Bike Summit: May 19 and 20

As May approaches, ACOG will be updating its Bike Month calendar. Please be thinking about when and where your city's Bike to Work Day event might be.

ACTION REQUESTED:

None. For information only.

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MEMORANDUM

DATE: February 8, 2017

TO: Bicycle - Pedestrian Advisory Committee

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

SUBJECT: 2017 National Bike and Pedestrian Documentation Project Dates

INFORMATION:

Spring counts for the NBPDP will be held between May 15 and May 21 and Fall counts will be September 11-17. ACOG is also trying to get a count of how many cities are thinking of participating in the Fall '17 and Spring '18 count sessions. In light of recent concerns involving government entities hiring citizen volunteers without compensation for their time, ACOG is trying to determine a budget to pay these volunteers.

If your city intends to conduct counts during the Fall '17 and Spring '18 sessions, please let us know. Also, please give us an estimate of the number of locations your city intends to monitor.

ACTION REQUESTED:

None. For information only.