



association of central oklahoma governments

Chair Jay Adams
Mustang Mayor

Vice-Chair Matt Dukes
Midwest City Mayor

Secretary/Treasurer Lynne Miller
Norman Mayor

Executive Director
John G. Johnson

MEMORANDUM

DATE: October 11, 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, OCTOBER 11, 2017, AT 9 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 AUGUST 9, 2017 MINUTES ([ATTACHMENT II](#))
- III. ITEMS FOR INFORMATION ONLY:
 - A. Open Streets 2017 Update ([ATTACHMENT III-A](#))
 - B. National Bicycle and Pedestrian Documentation Project ([ATTACHMENT III-B](#))

III. ITEMS FOR INFORMATION ONLY (CONTINUED):

- C. Will Rogers Trail Opening ([ATTACHMENT III-C](#))
- D. National Walking Summit ([ATTACHMENT III-D](#))
- E. STEP Training ([ATTACHMENT III-E](#))
- F. Safe Routes to School Grant Application ([ATTACHMENT III-F](#))
- G. 2018 Recreational Trails Program – APPLICATIONS DUE JANUARY 31, 2018
([ATTACHMENT III-G](#))
- H. Oklahoma City Community Foundation Wellness Initiative Grant ([ATTACHMENT III-H](#))

IV. NEW BUSINESS

V. ADJOURN

Deadline for December 2017 BPAC Agenda Items: 4 p.m. Wednesday, November 22, 2017

Next BPAC Meeting: 9 a.m. Wednesday, December 6, 2017

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

CITY/ORGANIZATION	MEMBERS	ALTERNATES
BETHANY	Danielle Barker Community Development Specialist	J. D. Cox, City Manager
		Steve Harzman, Deputy City Manager
BLANCHARD	Ryan Conner City Planner	Daniel Ofsthun, Finance Director
		Chris Wittenbach, Parks Director
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 Weitman Community Development Director	Jared Jakubowski Associate Planner
		Ava Zrenda 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 Transportation Engineer	James Briggs Park Planner – Parks & Recreation
OKLAHOMA CITY	John Tankard Associate 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)	Kristapher Glenn Director	Taylor Johnson Planner and Grants Specialist
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
AUGUST 9, 2017

A regular meeting of the Bicycle-Pedestrian Advisory Committee (BPAC) was convened on August 9, 2017 in the Board 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
Jan Fees	Edmond
Brandon Bundy	Midwest City
Ava Zrenda	Moore
Angelo Lombardo	Norman
John Tankard	Oklahoma City
Lyn Land	Piedmont
Larry Hopper	COTPA
Jeanne Smith	COTPA
Chad C. Meisenburg	Oklahoma Department of Transportation

GUESTS PRESENT

Walter Jacques, Citizen	Del City
Bonnie Winslow, Acting President	Oklahoma Bicycle Coalition
John McClure	Oklahoma Bicycle Society
Josh Vaught, General Manager	Spokies

ACOG STAFF

Jennifer Sebesta
Conrad Aaron
Shelby Templin
Charlotte Adcock
Jennifer McCollum
Eric Pollard

POSITION

Program Coordinator
GIS Technician, TPS
Assistant Planner, TPS
Assistant Planner – Multimodal, TPS
Division Director
Central Oklahoma Clean Cities Coordinator

ENTITIES/AGENCIES ABSENT

Bethany
Blanchard
Cole
Del City
Forest Park
Goldsby
Guthrie
Harrah
Jones City
Lexington
Luther
Mustang
Newcastle
Nichols Hills
Nicoma Park
Noble
Slaughterville
Spencer
Tuttle
The Village
Warr Acres
Yukon
Canadian County
Cleveland County
Logan County
Oklahoma County
Cleveland Area Rapid Transit
Oklahoma Department of Health
Bike Clubs/Associations
Citizens or Neighborhood Associations
Walking and Running 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. He introduced himself and entertained introductions around the room.

II. APPROVAL OF THE JUNE 14, 2017 MINUTES

Brandon Bundy moved to approve the June 14, 2017 meeting minutes. Chad Denson seconded the motion. The motion carried.

III. ACTION ITEMS:

- A. Consider recommending that the ITPC approve funding the updated 2017 TAP project list and use ACOG and ODOT staffs' suggested process for allocating the remaining funds.

John Sharp started the meeting with an update on the TAP project list. Since the previous BPAC meeting, there have been a few changes. The first was Oklahoma City's withdrawal of the Northwest Expressway bridge from the list and the addition of the combined South Grand Boulevard projects. Mr. Sharp stated that both projects scored highly, however the bridge scored higher than the Grand Boulevard projects. Oklahoma City opted to remove the bridge project due to the increasing costs and were more comfortable constructing it themselves rather than relying partially on federal dollars.

John Sharp mentioned the second change to the list was in Norman. While both the Constitution Street and Flood Avenue projects scored high, Flood was originally awarded grant money. However, Constitution Street was the city's priority, and after some discussion between the City of Norman, ACOG staff, and the TAP selection committee, these two projects were swapped. The final change was the Spokies bike share project. Spokies was awarded money for two station locations downtown and given the offer to add a station at Lake Hefner. COTPA was able to secure a local match and now Spokies is able to add a station at Lake Hefner.

With these updates, Chad Denson made a motion to approve the TAP list with an update for the local match funds for Oklahoma City's Grand Boulevard project. John Tankard seconded the motion. The motion carried.

John Sharp asked the committee if there were additional comments regarding the TAP. Brandon Bundy spoke up to offer his thoughts on what to do with the remaining federal dollars. At the previous BPAC meeting, the committee opted to place a cap on the funds, but this would mean there would be federal dollars that would not be spent. He proposed four ideas he had discussed with Chad Meisenburg and John Sharp since the previous BPAC. The first would be for the remaining funds to go to the next unfunded project, though this would mean the project would have to be heavily overmatched as there is less than \$600,000 left in the federal pot. The second option was to leave the allocation up to ODOT and remove the cap previously placed on the projects. The third proposal was

to create a collective project, such as working with the Oklahoma City Community Foundation to add amenities or counters to existing trails and parks. The fourth and final idea was to update the Trails Master Plan or create a single priority route, similar to the Razorback Trail in Arkansas.

John Sharp then summarized each option for the committee and asked for additional comments and discussion. Ava Zrenda was in favor of adding amenities to existing trails and parks, however she wanted to know what this might include. Chad Denson pointed out to the committee that the amount of remaining funds could fluctuate in the future, so he suggested that the group discuss the topic after some of the current TAP projects have been installed. John Sharp asked Angelo Lombardo whether the City of Norman could meet the overmatch demand should the committee opt for the first suggestion. Mr. Lombardo stated the city could, however there was no money set aside for additional costs at the moment and would prefer to consider other options. With no further comments, John Sharp stated the group would come back to the issue in about a year to check with Chad Meisenburg to receive an update on the status of the remaining funds.

John Tankard asked if the committee needed to make a motion to undo the cap, though Brandon Bundy stated that had been more of a discussion. Chad Meisenburg also wanted to state that future projects would have to be selected competitively as part of federal requirements. He also mentioned the Robinson Street Bridge project would need \$15,000 added to the total cost, split evenly between federal and local funds, for a traffic study.

Jan Fees had one final thought. Edmond's CIP is asking for an educational program in regards to bicycles and pedestrians. Since the idea of a regional project was discussed, she wondered if it would be possible to create a regional education project. John Sharp informed her that ACOG was in the process of trying to secure a grant for this topic based on crash data and community interest. Bonnie Winslow stressed how important it would be to standardize the education throughout the region, and hopefully through the state. With little further discussion, John Sharp asked whether there was a second motion regarding what to do with the remaining money. Brandon Bundy again suggested the group return to the TAP project list and remaining federal funds at a later date when a more exact amount could be confirmed.

Brandon Bundy made a motion to explore the region's options in the future with regards to the remaining federal funds. Ava Zrenda seconded the motion. The motion carried.

IV. ITEMS FOR INFORMATION ONLY:

A. Open Streets 2017 Update

It is almost time for the fall Open Streets events in the OCARTS area. This fall, Moore is planning for their first ever Open Streets event. With the help of the Cleveland County Health Department, the committee plans to host their event on September 24 from 12:30 to 3:30 p.m. in Old Town. Charlotte Adcock informed attendees that the Open Streets committee is hoping to add a temporary protected bike lane down the center of one of the streets.

Open Streets OKC host their next event on October 29 on Robinson Avenue and Wiley Post Park. The planning process has only just begun, with the first committee meeting being held August 13. Shelby Templin attended this meeting and informed the committee the event links are all live for volunteers and vendors to sign up. Open Streets OKC also realized their date coincides with the Plaza District's Day of the Dead Festival, however other dates clash with fall break for students. They are also contemplating having a Halloween theme, though as this is a health event, they do not want people to be giving out candy.

B. Oklahoma City Journey-to-Work Report

John Tankard of the Oklahoma City Planning Department conducted a recent study to show the percentage of people who walk to work by ZIP code in Oklahoma City-County boundary area and presented his findings to the committee. Many might argue that a very small portion of people walk to work, however the data suggests otherwise.

The first subject John Tankard discussed was how difficult it was to compare Oklahoma City's progress to other cities. Oklahoma's capital spans more than 600 square miles, about half of which is more rural than urban. The city could fit Austin, Denver, Minneapolis, and Seattle inside its borders. It is not fair to compare Oklahoma City to these other smaller, densely populated cities. John Tankard argued that while only 4% of people may be riding a bike to work in the whole city, some areas have higher percentages than others. For example, about 1 in 5 people living in downtown Oklahoma City are walking to work. City and regional leaders may look at the more granular data rather than the city as a whole.

As a part of working on the region's wellness score, John Tankard has studied the subject of transportation security in Oklahoma City. For those with access to both a car as well as transit, they have 100% security. Those with only access to a car have 75% transportation security, while those with only access to transit have 25% security. The reasoning behind this was the local transit agency only operates 84 hours a week, or half of the hours in a week. Those with no access to either mode have 0% transportation security.

Bonnie Winslow wanted to know if this data was comparing travel between ZIP codes. John Tankard told her the data was within each ZIP code separately and not comparing them to one another. John Sharp wanted to point out to the committee that this data was only showing travel to work. People's trips have changed over the years, so while this data looks at travel to work, it does not consider a bike trip to a local café.

C. National Bicycle and Pedestrian Documentation Project

The official dates for the fall counts for the NBPDP are between September 11 and September 17, though counts can be conducted during a different fall week. In light of recent concerns involving government entities hiring citizen volunteers without compensation for their time, ACOG has increased the federal share by \$400 to allow Planning staff to pay for bike and pedestrian counts in the fall of 2017 and spring of 2018. This will allow 10 counts each season and the counters can be paid \$25 each. ACOG currently has contracts with the following cities: Choctaw, Midwest City, Moore, Oklahoma City, Norman, and Edmond.

V. NEW BUSINESS

Chad Meisenburg brought the committee back to the TAP agenda item to announce that of the 20 awarded projects, 11 of them are being discusses with local staffs. Five of Oklahoma City's nine projects have been reviewed. He also mentioned that Watch for Me and Spokies are working to bring a totem counter and bike station to Lake Hefner.

John McClure passed around flyers and announced the Oklahoma Bicycle Society Streak would be hosted Sunday, September 10 at 7:30 a.m. at Mitch Park in Edmond.

VI. 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: October 11, 2017

TO: Bicycle - Pedestrian Advisory Committee

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

SUBJECT: Open Streets 2017 Update

INFORMATION:

This fall, Moore held their first ever Open Streets event. With the help of the Cleveland County Health Department, the committee hosted their event on September 24 from 12:30 to 3:30 p.m. in Old Town. ACOG participated as a vendor, providing a temporary bike lane for the event. The event boasted around 1,700 estimated attendees.

Open Streets OKC will host their next event on October 29 on Robinson Avenue and Wiley Post Park. This event is coordinated and funded by the Oklahoma City-County Health Department's Wellness Now Coalition. As with other Open Streets events, this event will close the roads which will be repurposed for non-motorized transportation and the active participation of many community organizations and local businesses.

ACTION REQUESTED:

None. For information only.

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MEMORANDUM

DATE: October 11, 2017

TO: Bicycle - Pedestrian Advisory Committee

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

SUBJECT: National Bicycle and Pedestrian Documentation Project

INFORMATION:

Fall counts for the NBPDP was officially between September 11 and September 17. Of course, cities can count on other days if it is more convenient to them. In light of recent concerns involving government entities hiring citizen volunteers without compensation for their time, ACOG has increased the federal reimbursement share by \$400 to allow Planning staff to pay for bike and pedestrian counts in the fall of 2017 and spring of 2018. This will allow 10 counts each season and the counters can be paid \$25 each. ACOG currently has contracts with the following cities: Choctaw, Midwest City, Moore, Oklahoma City, Norman, and Edmond.

When your city has conducted these counts, please forward on your data and invoice for reimbursement to cadcock@acogok.org. Thank you.

ACTION REQUESTED:

None. For information only.

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MEMORANDUM

DATE: October 11, 2017

TO: Bicycle - Pedestrian Advisory Committee

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

SUBJECT: National Walking Summit

INFORMATION:

This year, the National Walking Summit was hosted in St. Paul, Minnesota from September 13 to 15. The conference included a day of intensive workshops and a day of sessions on topics regarding walking and walkability. Charlotte Adcock attended the conference and would like to share a few of the highlights from the three days she was there.

ACTION REQUESTED:

None. For information only.

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MEMORANDUM

DATE: October 11, 2017

TO: Bicycle - Pedestrian Advisory Committee

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

SUBJECT: Will Rogers Trail Opening

INFORMATION:

The Will Rogers Trail has been under construction for the last few months. The trail has been a much anticipated new multiuse trail that will connect Lake Hefner trails to the Oklahoma River Trail system. The trail is scheduled to open December 14, 2017.

ACTION REQUESTED:

None. For information only.

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MEMORANDUM

DATE: October 11, 2017

TO: Bicycle - Pedestrian Advisory Committee

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

SUBJECT: Safe Transportation for Every Pedestrian (STEP) Training

INFORMATION:

Between 2007 and 2015, there have been 161 pedestrian fatalities in the OCARTS area. Safety for every road user is an important topic to not only the national government, but also to ACOG. The Federal Highway Administration (FHWA), partnered with Toole Design Group, will be hosting five workshops at different locations around the state to offer solutions to make travel safer and more convenient for pedestrians. Below are the scheduled dates and locations of these meetings:

TUESDAY	NOVEMBER 07, 2017	Northeast Technology Center	Claremore, Oklahoma
WEDNESDAY	NOVEMBER 08, 2017	Kiamichi Technology Center	McAlester, Oklahoma
THURSDAY	NOVEMBER 09, 2017	City of Edmond Safety Office	Edmond, Oklahoma
TUESDAY	NOVEMBER 14, 2017	Great Plains Technology Center	Lawton, Oklahoma
THURSDAY	NOVEMBER 16, 2017	Autry Technology Center	Enid, Oklahoma

ACTION REQUESTED:

None. For information only.

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MEMORANDUM

DATE: October 11, 2017

TO: Bicycle - Pedestrian Advisory Committee

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

SUBJECT: Safe Routes to School Grant Application

INFORMATION:

The next round of Safe Routes to School grant applications are coming up in January of 2018. ODOT intends to host a workshop in December, date to be determined. ACOG will keep its member cities informed as more information becomes available.

ACTION REQUESTED:

None. For information only.

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MEMORANDUM

DATE: October 11, 2017

TO: Bicycle - Pedestrian Advisory Committee

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

SUBJECT: 2018 Oklahoma Recreational Trails Program – APPLICATIONS DUE JANUARY 31, 2018

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 WEDNESDAY, January 31, 2018. The 2018 application and further information will be available at a later date. 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 2018.

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.

ACTION REQUESTED:

None. For information only.

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MEMORANDUM

DATE: October 11, 2017

TO: Bicycle - Pedestrian Advisory Committee

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

SUBJECT: Oklahoma City Community Foundation Wellness Initiative Grant

INFORMATION:

The Oklahoma City Community Foundation Wellness Initiative aims to create a culture of health in central Oklahoma. The goal is to get targeted groups or individuals to meet the Oklahoma standard daily numbers to live by, OK5210: 5 or more fruits or vegetables, 2 hours or less of screen time, 1 hour of physical activity, and 0 sugar-sweetened beverages. The grant is available to any 501(c)(3) nonprofit organization that provides direct services and has a governing board based in central Oklahoma. **The deadline is October 16, 2017.**

For more information on the grant, visit: <https://occf.org/wellnessinitiative/>

ACTION REQUESTED:

None. For information only.