



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: November 9, 2017

TO: Areawide Planning and Technical Advisory Committee (APTAC)

FROM: Jennifer Sebesta, Program Coordinator
Transportation & Planning Services (TPS)

SUBJECT: Meeting Notice

The Areawide Planning and Technical Advisory Committee will hold a regular meeting on

THURSDAY, NOVEMBER 9, 2017, AT 9:00 A.M.

at the Association of Central Oklahoma Governments (ACOG), 4205 N. Lincoln Blvd., Oklahoma City

AGENDA

- I. CALL TO ORDER ([ATTACHMENT I](#))
- II. APPROVAL OF THE OCTOBER 12, 2017 MINUTES ([ATTACHMENT II](#))
- III. ACTION ITEMS:
 - A. Chairman will appoint a Nominations Committee ([ATTACHMENT III-A](#))
 - B. Consider recommending that the ITPC approve the proposed 2018 APTAC meeting schedule. ([ATTACHMENT III-B](#))
- IV. ITEMS FOR INFORMATION ONLY
 - A. Open Streets 2017 Update ([ATTACHMENT IV-A](#))
 - B. 2018 Oklahoma Recreational Trails Program – APPLICATIONS DUE JANUARY 31, 2018 ([ATTACHMENT IV-B](#))
- V. NEW BUSINESS
- VI. ADJOURN

**AREAWIDE PLANNING AND TECHNICAL 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
CEDAR VALLEY	No Designee	
CHOCTAW	Chad Denson City Planner	
COLE	No Designee	
DEL CITY	Tom Leatherbee Director of Community Services	Mark Edwards, City Manager Monica Cardin, City Planner
EDMOND	Jan Fees City Planner	Larry Stevens City Manager
EL RENO	Dustin Downey Planner	Matt Sandidge Assistant City Manager
FOREST PARK	No Designee	
GOLDSBY	No Designee	
GUTHRIE	Rebecca Blaine City Planner	
HARRAH	Earl Burson City Manager	
JONES CITY	No Designee	
LEXINGTON	No Designee	
LUTHER	No Designee	
MIDWEST CITY	Julie Shannon Comprehensive Planner	Kellie Gilles, Planning Manager Christine Allison, Assoc. Current Planner
MOORE	Elizabeth Weitman Community Development Director	Ava Zrenda – Assistant Planner Stan Drake – Asst City Manager Jared Jakubowski-Associate Planner
MUSTANG	Melissa Helsel Community Development Director	Morgan Shepard City Planner
NEWCASTLE	No Designee	Nick Nazar City Manager
NICHOLS HILLS	No Designee	
NICOMA PARK	No Designee	

CITY/ORGANIZATION	MEMBERS	ALTERNATES
NOBLE	Bob Wade City Manager	
NORMAN	Wayne Stenis Senior Planner	Joyce Green GIS Services Manager
OKLAHOMA CITY	John Tankard Associate Planner	Vacant
PIEDMONT	No Designee	
SLAUGHTERVILLE	Marsha Blair Town Administrator	
SPENCER	No Designee	
TUTTLE	Tim Young City Manager	Vacant
THE VILLAGE	Bruce Stone City Manager	
WARR ACRES	Hon. Jim Mickley Vice-Mayor	Hon. Patrick Woolley Mayor
YUKON	Mitchell Hort Community Development Director	Vacant
CANADIAN COUNTY	No Designee	
CLEVELAND COUNTY	Jacob McHughes Asst. to Commissioner Rod Cleveland	
LOGAN COUNTY	No Designee	
OKLAHOMA COUNTY	Tyler Gammon Planning Director	Erik Brandt Comprehensive Planner

NON-VOTING MEMBERS AND ALTERNATES

ORGANIZATION	MEMBERS	ALTERNATES
AREAWIDE AGING AGENCY	Don Hudman Executive Director	
CAPITOL-MEDICAL ZONING COMMISSION	Ben Davis Director	
CENTRAL OKLAHOMA TRANSPORTATION AND PARKING AUTHORITY (COTPA)	Larry Hopper Planning Manager - Administration	
METRO FAIR HOUSING COUNCIL	Mary Dulan Executive Director	
OKLAHOMA DEPARTMENT OF COMMERCE	No Designee	
TINKER AIR FORCE BASE	No Designee	

MINUTES**Areawide Planning and Technical Advisory Committee****October 12, 2017****9:00 a.m.**

A regularly scheduled meeting of the Areawide Planning and Technical Advisory Committee for the calendar year 2017 was convened on October 12, 2017 in the ACOG Board Room, 4205 N. Lincoln Blvd., Oklahoma City, OK. This meeting was held as indicated by notice filed with the Oklahoma County Clerk, and by notice posted at the ACOG office at least twenty-four hours prior to the meeting.

PRESIDING

Monica Cardin

ENTITY

Del City

MEMBERS PRESENT

Danielle Barker

Ryan Conner

Chad Denson

Jan Fees

Rebecca Blaine

Julie Shannon

Ava Zrenda

Hon. Jim Mickley

Michell Hort

Bethany

Blanchard

Choctaw

Edmond

Guthrie

Midwest City

Moore

Warr Acres

Yukon

NON-VOTING MEMBERS PRESENT

None

GUESTS PRESENT

Robert Floyd, City Manager

Ken Bryan, Long Range Planner

Claudia Krshka, Grant Writer-Pro. Support Staff

Blanchard

Edmond

Yukon

ACOG STAFF PRESENT

John Sharp

Jennifer Sebesta

Kathryn Wenger

Conrad Aaron

Charlotte Adcock

Stuart Campbell

Gwendolyn Gordon

Beverly Garner

Angela Hankins

Division Director, TPS

Program Coordinator, TPS

Program Coordinator, TPS

GIS Technician, TPS

Assistant Planner, TPS

Assistant Planner, TPS

Temp. Admin. Asst.

Asst. to the Executive Director

Economic Develop Program Coord

I. CALL TO ORDER

Chair Monica Cardin called the meeting to order at 9:03 a.m.

II. MINUTES

A. Approval of the June 15, 2017 Meeting Minutes

Jan Fees moved to approve the June 15, 2017 meeting minutes. Julie Shannon seconded the motion. The motion carried.

B. Approval of the September 14, 2017 Meeting Minutes

Chad Denson moved to approve the September 14, 2017 meeting minutes. Vice-Mayor Jim Mickley seconded the motion. The motion carried.

III. ITEMS FOR INFORMATION ONLY:

A. Open Streets 2017 Update

Charlotte Adcock, Assistant Planner with ACOG, provided the committee an overview of Moore's first Open Streets event, which was created with help from the Cleveland County Health Department. The event took place on September 24 from 12:30 to 3:30 p.m. in Moore's Old Town district. Ms. Adcock displayed signage prepared for the demonstration bike lane hosted by ACOG. The inaugural event drew in roughly 1,700 participants.

Ms. Adcock also reminded the committee that the next Open Streets event for the City of Oklahoma City would occur on October 29 in south Oklahoma City. The location for this event, which is coordinated by the Oklahoma City-County Health Department, is on Robinson Avenue and Wiley Post Park.

B. Comprehensive Plan Panel Discussion

Jennifer Sebesta, Program Coordinator with ACOG, hosted a panel to discuss comprehensive plans. The panel answered a series of questions focusing on the development and implementation of comp plans in their community. Panel participants included:

- Danielle Barker
Community Development Specialist
City of Bethany

- Ken Bryan
Long Range Planner
City of Edmond
- Chad Denson
City Planner
City of Choctaw
- Ava Zrenda
Assistant Planner
City of Moore

Detailed information on the panel's responses [can be viewed on ACOG's website](#).

C. Local Update of Census Addresses (LUCA) Workshop

Jennifer Sebesta announced that ACOG is hosting a workshop on the Local Update of Census Addresses (LUCA), a key program for the decennial census. John Sharp stressed the importance of designating a point person to answer questions for your community.

D. 2016 Population Estimates

Jennifer Sebesta provided a list of the Census Bureau's 2016 county and city level population estimates. Ms. Sebesta mentioned that the Encompass 2040 Plan had a growth rate of roughly 39% growth rate over the course of the plan. However, between 2010 and 2016, the region experienced a 51% growth rate. Communities were asked to review the estimated population for their community and provide any feedback if necessary.

E. EPA Technical Assistance Programs – APPLICATIONS DUE OCTOBER 25, 2017

EPA has announced two technical assistance program opportunities for local communities. The programs do not provide any funding directly to communities, but provide planning assistance in order to develop an implementable action plan. The first program, Local Foods, Local Places, provides assistance to create livable neighborhoods, boost economic opportunities, and improve access to healthy food by promoting local foods. The second program, Healthy Places for Healthy People, helps community leaders and health care partners create walkable, healthy, economically vibrant downtowns and neighborhoods that can improve health, protect the environment, and support economic growth. The application deadline for both programs is October 27, 2017, 10:59 p.m.

F. Oklahoma City Community Foundation Wellness Initiative Grant

Charlotte Adcock informed the committee about the Oklahoma City Community Foundation Wellness Initiative Grant program. The goal of the program is to target groups or individuals to meet the Oklahoma standard daily numbers to live by, OK5210. Ms. Adcock mentioned that the grant is available to any 501(c)(3) nonprofit organization that provides direct services and has a governing board in central Oklahoma. The deadline for the grant application is October 16, 2017.

G. 2018 Oklahoma Recreational Trails Program – APPLICATIONS DUE JANUARY 31, 2018

Charlotte Adcock highlighted the 2018 Oklahoma Reactional Trails Program, as detailed in the agenda memorandum. The program is a reimbursement-type grant program that provides 80 percent federal share and requires a 20 percent local match. Ms. Adcock mentioned that the match may be either in cash or in value of documented contributions. The application deadline is 4:00 p.m. on Wednesday, January 31, 2018.

H. Safe Routes to School Grant Application

Charlotte Adcock gave an update on the status of the Safe Routes to School grant program. ODOT has approximately Six million dollars available statewide for projects. Currently, there is a \$400,000 cap on the project, 100 percent match and 80/20 for design. A workshop to outline the application process will be held later in December.

IV. NEW BUSINESS

No new business was presented.

V. ADJOURN

There being no further business, the meeting adjourned at 10:05 a.m.

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 9, 2017

TO: Areawide Planning and Technical Advisory Committee

FROM: Jennifer Sebesta, Program Coordinator
Transportation & Planning Services

SUBJECT: Appointment of Nominations Committee

INFORMATION:

At the November meeting, current APTAC Chairman will appoint a Nominations Committee to propose candidates to serve as the next APTAC Chairman and Vice Chairman. The Nominations Committee will be asked to meet before the next regularly scheduled APTAC meeting in December. The posts of Chairman and Vice-Chairman will be filled the next regularly scheduled APTAC meeting on December 7, 2017. Additional nominations from the floor will be accepted at the meeting

ACTION REQUESTED:

The Chairman will appoint a Nominations Committee

ACOG

Association of Central Oklahoma Governments

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

MEMORANDUM

DATE: November 9, 2017

TO: Areawide Planning and Technical Advisory Committee

FROM: Jennifer Sebesta, Program Coordinator
Transportation & Planning Services

SUBJECT: APTAC Meeting Schedule for 2018

INFORMATION:

Below is the APTAC meeting schedule as recommended by ACOG staff for Calendar Year 2018. Scheduled meeting time for the APTAC is 9:00 a.m. Meetings customarily are held on Thursdays in the ACOG Board Room.

January 11, 2018
February 8, 2018
March 15, 2018
April 12, 2018
May 17, 2018
June 14, 2018
July 19, 2018
NO AUGUST MEETING
September 13, 2018
October 11, 2018
November 8, 2018
December 6, 2018

ACTION REQUESTED:

Consider recommending that the ITPC approve the proposed 2018 APTAC meeting schedule.

ACOG

Association of Central Oklahoma Governments

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

MEMORANDUM

DATE: November 9, 2017

TO: Areawide Planning Technical Advisory Committee

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

SUBJECT: Open Streets 2017 Update

INFORMATION:

Open Streets OKC hosted their 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 closed the roads to be repurposed for non-motorized transportation and the active participation of many community members, organizations, and local businesses. This fall, over 15,000 people of all ages and ethnicities attended the south side event.

ACTION REQUESTED:

None. For information only.

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 9, 2017

TO: Areawide Planning and Technical 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.