AGENDA: THURSDAY, FEBRUARY 13, 2020 AT 9 A.M.

APTAC
AREAWIDE PLANNING & TECHNICAL ADVISORY COMMITTEE

Chair: Matt Dukes
Midwest City Mayor

Vice-Chair: Steven J. Gentling
Guthrie Mayor

Secretary/Treasurer: David Bennett
The Village Vice-Mayor

Executive Director: Mark W. Sweeney, AICP

association of central oklahoma governments
4205 N. Lincoln Blvd. | Oklahoma City, OK 73105 | 405.234.2264 | Fax: 234.2200 | acogok.org

acog
THE AREAWIDE PLANNING & TECHNICAL ADVISORY COMMITTEE WILL HOLD A REGULAR MEETING ON FEBRUARY 13 IN THE ACOG BOARD ROOM, 4205 N. LINCOLN BLVD., OKLAHOMA CITY, OKLAHOMA.

PLEASE NOTIFY ACOG AT 405-234-2264 (TDD/TTY CALL 7-1-1 STATEWIDE) BY 5 P.M. MONDAY, FEBRUARY 10, IF YOU REQUIRE ACCOMMODATIONS PURSUANT TO THE AMERICANS WITH DISABILITIES ACT OR SECTION 504 OF THE REHABILITATION ACT.

AGENDA

A. CALL TO ORDER (ATTACHMENT A)

B. APPROVAL OF THE JANUARY 16, 2020 MINUTES (ATTACHMENT B)

C. ITEMS FOR INFORMATION ONLY:
   1. 2020 Census - John Sharp - Deputy Director (ATTACHMENT C-1) For Information only.
   2. 2019 Residential and Commercial Building Permits Request - Conrad Aaron, GIS Technician (ATTACHMENT C-2) For information only.
   3. 2020 Bike Month - Jordan Evans - Assistant Planner - Multimodal. (ATTACHMENT C-3) For Information only.
   4. 2020 Spring Open Streets - Jordan Evans - Assistant Planner - Multimodal (ATTACHMENT C-4) For Information only.
   5. The OU Institute for Quality Communities Assistance Project - Jordan Evans - Assistant Planner - Multimodal (ATTACHMENT C 5) For Information only.

E. NEW BUSINESS

F. ADJOURN

DEADLINE FOR MARCH APTAC AGENDA ITEMS:
Thursday, February 27, 2020 at 4 p.m.

NEXT APTAC MEETING:
Thursday, March 12, 2020 at 9 a.m.
## AREAWIDE PLANNING AND TECHNICAL ADVISORY COMMITTEE

### VOTING MEMBERS AND ALTERNATES

<table>
<thead>
<tr>
<th>CITY/ORGANIZATION</th>
<th>MEMBERS</th>
<th>ALTERNATES</th>
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</thead>
</table>
| **BETHANY**       | Amanda McCellon  
                    Director of Planning  
                    Steve Harzman  
                    Deputy City Manager  |
| **BLANCHARD**     | Ryan Conner  
                    City Planner  
                    Daniel Ofsthun  
                    Finance Director  |
| **CEDAR VALLEY**  | No Designee  |  |
| **CHOCTAW**       | John “Guy” Henson  
                    Development Services Director  
                    Ed Brown  
                    City Manager  |
| **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**       | Dan Kassik  
                    Planning Director  |
| **HARRAH**        | Clayton Lucas  
                    City Manager  
                    Debby Keith  
                    Grant Administrator  |
<p>| <strong>JONES CITY</strong>    | No Designee  |  |
| <strong>LEXINGTON</strong>     | No Designee  |  |</p>
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<thead>
<tr>
<th>CITY/ORGANIZATION</th>
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<tbody>
<tr>
<td>LUTHER</td>
<td>No Designee</td>
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| MIDWEST CITY      | Kellie Gilles  
Planning Manager | Petya Stefanoff  
Comprehensive Planner  
Brandon Bundy  
Comm. Dev. City Engineer |
| MOORE             | Elizabeth Weitman  
Community Development Director | Ava Zrenda, Assistant Planner  
Gerry Ihler, Asst City Manager |
| MUSTANG           | Melissa Helsel  
Community Development Director | Morgan Shepard  
City Planner |
| NEWCASTLE         | Todd Kennemer  
Community Development Director |            |
| NICHOLS HILLS     | No Designee |            |
| NICOMA PARK       | No Designee |            |
| NOBLE             | Bob Wade  
City Manager |            |
| NORMAN            | Joyce Green  
GIS Services Manager | Anais Starr  
Planner II |
| OKLAHOMA CITY     | No Designee | Vacant |
| PIEDMONT          | No Designee |            |
| SLAUGHTERVILLE    | Marsha Blair  
Town Administrator |            |
| SPENCER           | No Designee |            |
| TUTTLE            | Jacquelyn Porter  
City Planner | Vacant |
| THE VILLAGE       | Bruce Stone  
City Manager |            |
| WARR ACRES        | Hon. Jim Mickley, Mayor  
Hon. John Knipp, Vice Mayor | Hon. Patrick Woolley  
Councilmember |
| YUKON             | Mitchell Hort  
Development Services Director | Claudia Krshka  
Grant Writer |
| 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

<table>
<thead>
<tr>
<th>ORGANIZATION</th>
<th>MEMBERS</th>
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<tbody>
<tr>
<td>AREAWIDE AGING AGENCY</td>
<td>No Designee</td>
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<tr>
<td>CAPITOL-MEDICAL ZONING COMMISSION</td>
<td>Casey Jones</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Assistant Planner</td>
<td></td>
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<tr>
<td>CENTRAL OKLAHOMA TRANSPORTATION AND PARKING AUTHORITY (COTPA)</td>
<td>Larry Hopper</td>
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<td></td>
<td>Planning Manager - Administration</td>
<td></td>
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<tr>
<td>METRO FAIR HOUSING COUNCIL</td>
<td>Mary Dulan</td>
<td></td>
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<tr>
<td></td>
<td>Executive Director</td>
<td></td>
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<tr>
<td>OKLAHOMA DEPARTMENT OF COMMERCE</td>
<td>No Designee</td>
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</tr>
<tr>
<td>TINKER AIR FORCE BASE</td>
<td>Steven Rhodes</td>
<td>Heartsong Turnbull</td>
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<td></td>
<td>Community Planner</td>
<td>Community Planner</td>
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ATTACHMENT B

SUBJECT:
MINUTES OF THE APTAC MEETING

DATE:
January 16, 2020

A regular meeting of the Areawide Planning & Technical Committee (APTAC) was convened at 9:03 a.m. on January 16, 2020 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
Monica Cardin

ENTITY/AGENCY
Del City

APTAC MEMBERS PRESENT
John “Guy” Henson
Dustin Downey
Dan Kassik
Kellie Gilles
Petya Stefanoff
Melissa Helsel
Joyce Green
Claudia Krshka
Erik Brandt

ENTITY/AGENCY
Choctaw
El Reno
Guthrie
Midwest City
Midwest City
Mustang
Norman
Yukon
Oklahoma County

NON-VOTING MEMBERS PRESENT
Heartsong Turnbull

ENTITY/AGENCY
Tinker Air Force Base

GUESTS PRESENT
Dawn Warrick, Urban Planner
Ryan Baker
T.O. Bowman
Mark Bays
Brian Dougherty
Riley Coy
Phil Jones

ENTITY/AGENCY
Freese & Nichols
Oklahoma City
Oklahoma City
Oklahoma Forestry Services
Oklahoma City Community Foundation
Oklahoma Forestry Services
Edmond

ACOG STAFF PRESENT
John Sharp
Jennifer Sebesta
Hayden Harrison
Hannah Nolen
Jordan Evans
Lauren Wood
Eric Pollard
Angela Hankins
Conrad Aaron
Gwendolyn Gordon

POSITION
Deputy Director
TPS Manager
Projects Coordinator II, TPS
Associate Planner - Environmental, TPS
Assistant Planner - Multimodal, TPS
Assistant Planner - Performance, TPS
Air Quality & Clean Cities Coordinator, TPS
Special Projects Planner, TPS
GIS Technician, TPS
Administrative Assistant, TPS
A. CALL TO ORDER
Monica Cardin called the meeting to order at 9:03 a.m.

B. APPROVAL OF THE DECEMBER 5, 2019 MEETING MINUTES
Dustin Downey moved to approve the December 5, 2019 minutes. Joyce Green seconded the motion. The motion carried unanimously.

C. ACTION ITEMS:

1. ACOG Air Quality Small Grant Program Project Amendment Request by the City of Emond
Hannah Nolen said the City of Edmond was requesting to amend the Ayers Lane Reapportionment and Dedicated Bicycle Lane project of the Air Quality Small Grant Program for FY 2020. She then highlighted the information as detailed in the agenda memorandum

Petya Stefanoff moved to approve the Amendment Request by the City of Edmond. Dustin Downey seconded the motion. The motion carried unanimously.

D. ITEMS FOR INFORMATION ONLY:

1. ACOG Air Quality Advisory Committee (AQAC) Membership Invitation
Eric Pollard invited the committee members to participate in the AQAC and requested that local governments appoint a representative for this committee, noting that the first meeting would be held Wednesday, February 5, 2020 at 10 a.m.

2. 2019 Residential Building Permit Request
Conrad Aaron highlighted the information provided in the agenda memorandum. Conrad emphasized to the committee that the data will be used to help build the forecast data for the 2045 Plan. He said ACOG would like to have the information by the end of March.

3. Oklahoma City Metropolitan Area Tree Canopy Assessment
Mark Bays from Oklahoma Forestry Service (OFS) and Brian Dougherty from Oklahoma City Community Foundation (OCCF) presented on the Oklahoma City Metropolitan Area Tree Canopy Assessment undertaken during the spring and summer of 2019. The study, funded through a partnership between OFS, OCCF, and ACOG, included all or portions of the communities of Oklahoma City, Edmond, Bethany, Moore, Mustang, Midwest City, Yukon, Lake Aluma, Forest Park, Del City, Spencer, The Village, Nichols Hills, Warr Acres, Valley Brook, Norman, Woodlawn Park, and Smith Village, as well as Tinker Air Force Base. More detailed information on the study can be view at: https://arcg.is/1rvbXK.

E. NEW BUSINESS
None

F. ADJOURN
There being no further business, the meeting adjourned at 10:04 a.m.
SUBJECT:  
2020 CENSUS  

DATE:  
FEBRUARY 13, 2020  

FROM:  
JOHN SHARP  
Deputy Director  

INFORMATION:  
The Census Bureau has kicked-off its messaging for the 2020 Census. You probably saw the commercial during the Super Bowl, earlier this month. Oklahoma will also start to make available its census messaging over the next few weeks. You can currently go to Oklahoma’s site OK, Let’s Count! - https://okletscount.org/ to access local social media resources that are available for download. Census messages in different languages are available for download as well. 

It is possible to download census facts and stories into your community’s website or include information in City Newsletters. Various cities have Complete Count Committees to help spread information concerning the Census. 

The Census Bureau is also hiring temporary staff to conduct several tasks including going door to door to collect information from people that have not returned a form. Workers will most likely be required through the end of July 2020. 

ACTION REQUESTED:  
For Information only.
ATTACHMENT C-2

SUBJECT:
2019 RESIDENTIAL AND COMMERCIAL BUILDING PERMITS REQUEST

DATE:
FEBRUARY 13, 2020

FROM:
CONRAD AARON
GIS Technician
Transportation Planning Services

INFORMATION:
ACOG staff is requesting 2019 building permits from each community to help in the
development of the 2045 Plan. Staff requests single-family, multi-family, group quarters
(nursing homes/retirement homes) and new business permits for 2019. If communities
have demolition permits, staff would appreciate that information as well.

GIS files are preferred, but staff can also work with Excel files. Examples of data that
would be helpful include the type of permit, address, date of permit, number of units, and
zip code (if your community has multiple zip codes). Additional information is always
welcome. Staff would like to receive this information by the end of March.

ACTION REQUESTED:
For information only
SUBJECT: 2020 BIKE MONTH

DATE: FEBRUARY 13, 2020

FROM: JORDAN EVANS
Assistant Planner - Multimodal
Transportation Planning Services

INFORMATION: The League of American Bicyclists celebrate National Bike Month each May in communities from coast to coast. Established in 1956, National Bike Month gives a chance to showcase the many benefits of bicycling and encourage more people to give biking a try. Bike to Work week will take place May 11-17 and Bike to Work Day is Friday, May 15. Please begin planning your Bike to Work Day group rides and let ACOG know the routes you plan to take. Like last year, ACOG will assist in planning and create marketing material for each respective community.

ACTION REQUESTED: For Information only.
SUBJECT:
2020 SPRING OPEN STREETS

DATE:
FEBRUARY 13, 2020

FROM:
JORDAN EVANS
Assistant Planner - Multimodal
Transportation Planning Services

INFORMATION:
Open Streets is a program that promotes car-free transportation, healthy outdoor activity, and community engagement using city streets. This spring there will be three Open Streets events in Central Oklahoma.

Oklahoma City – Oklahoma City will have its Spring Open Street in Uptown on April 5 from noon to 4 p.m. The route will be along N. 23rd St. from Robinson Ave. to Western Ave.

Edmond – Edmond will be hosting Open Streets in conjunction with their Earth Day celebration. It will take place on April 19 from 2 p.m. to 5 p.m. The route will be along Littler Ave. from E. 5th St. to Campbell St.

Moore – Open Streets Moore will host Open Streets in their Old Town district on Friday, May 1 from 6 p.m. to 9 p.m. The route will be on Broadway from N. 1st St. to S. 1st St.

ACTION REQUESTED:
For information only.
SUBJECT: THE OU INSTITUTE FOR QUALITY COMMUNITIES ASSISTANCE PROJECT

DATE: FEBRUARY 12, 2020

FROM: JORDAN EVANS
Assistant Planner - Multimodal
Transportation Planning Services

INFORMATION:
The University of Oklahoma Institute for Quality Communities (IQC) has opened the RFP for their 2020 Community Assistance Project. Community assistance projects are a collaborative effort between the OU Institute for Quality Communities, Christopher C. Gibbs College of Architecture, and representatives from communities in Oklahoma. Projects result in conceptual design and planning assistance. Common topics include land use, urban design, public spaces, historic preservation, streetscapes, and other aspects of the built environment. Studio courses may also address building projects, with emphasis on multi-family housing, senior housing, healthcare, commercial and industrial building types, or cultural facilities.

A select number of communities can receive matching funds available through the Oklahoma Municipal League. This program has supported about 20 community assistance projects since 2017.

Proposals are due by April 17, 2020 for projects that will take place in the 2020-2021 academic year.

The RFP and the instruction form are at: http://iqc.ou.edu/2020/02/03/rfp2020/.

Shane Hampton, Director of the Institute for Quality Communities, will discuss the program and provide instruction for applying.

ACTION REQUESTED:
For information only