



association of central oklahoma governments

Chair Ron Bledsoe
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Vice-Chair Willa Johnson
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Secretary/Treasurer Eddie Reed
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Executive Director
Zach D. Taylor

AGENDA

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS

AREAWIDE PLANNING AND TECHNICAL ADVISORY COMMITTEE

June 9, 2005
9:00 a.m.

ACOG Conference Room
21 E. Main St.
Oklahoma City, Oklahoma 73104

- I. CALL TO ORDER
- II. APPROVAL OF MINUTES ([ATTACHMENT II](#))
- III. RESIDENTIAL BUILDING PERMIT AND DEMOLITION DATA ([ATTACHMENT III](#))
Action Requested: Provide most recent residential building and demolition permit data
- IV. 2003 CITY AND COUNTY POPULATION ESTIMATES ([ATTACHMENT IV](#))
Action Requested: For information only
- V. AMERICAN COMMUNITY SURVEY ([ATTACHMENT V](#))
Action Requested: For information only.
- VI. ANNEXATIONS AND DE-ANNEXATIONS ([ATTACHMENT VI](#))
Action Requested: For information only.
- VII. NEW BUSINESS
- VIII. ADJOURNMENT

MINUTES

**Association of Central Oklahoma Governments
Areawide Planning and Technical Advisory Committee
January 13, 2005
9:00 a.m.**

The first meeting of the Areawide Planning and Technical Advisory Committee for the calendar year 2005 was convened on January 13, 2005 at 9:00 a.m. in the Board Room of the ACOG offices, 21 E. Main Street, Suite 100, Oklahoma City, Oklahoma. This meeting was held as indicated by notice filed with the Oklahoma County Clerk, and by notice posted at the AOCG office at least twenty-four hours prior to the meeting.

PRESIDING

Anais Starr, Chairman

City of Midwest City

MEMBERS PRESENT

Bernard Nauheimer
George Scheirer
Mark Sharpton
Billy Harless
Elizabeth Jones
Tyler Gammon
Bill Dalke

City of Choctaw
City of Del City
Logan County
City of Midwest City
City of Moore
Oklahoma County
Tinker Air Force Base

GUESTS PRESENT

Bill Knox
Mary Murphey
Erik Brandt

City of Harrah
Logan County Commissioner's Office
Oklahoma County

STAFF PRESENT

Linda Koenig, Division Director, TPDS
John Sharp, Program Coordinator, TPDS
Daniel O'Connor, Associate Planner, TPDS
Andrea Weckmueller-Behringer, Assoc. Planner, TPDS
Melissa Baldwin, Associate Planner, TPDS
Pong Wu, Associate Planner, TPDS
Clayton Robinson, Intern, TPDS
Ellen Owens, Department Secretary, TPDS

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I. CALL TO ORDER

Chairperson Starr called the meeting to order at 9:08 a.m.

II. APPROVAL OF MINUTES

Billy Harless made a motion to approve the minutes of the November 10, 2004 meeting. Tyler Gammon seconded the motion. The motion passed.

III. ANTICIPATED 2030 PLAN TIMELINE

John Sharp commented that the 2030 OCARTS Plan Timeline was presented to the Citizens Advisory Committee in December. He thanked the Committee members who attended the recent Trails Workshop.

Mr. Sharp said this month there will be open meetings for the public at two locations in the metro area. These meetings will provide an opportunity for people to discuss what has been done so far on the Plan, and to ask any questions they may have on the 2030 Plan process. Currently, Street and Highway Alternates I and II are completed. This month, Alternate III will be discussed, and criteria for Alternate IV will be formulated. There are also three things to consider from the standpoint of intermodal transportation in the metro area: trails, transit, and freight movement. There will be preliminary reports on those at the ITTC meeting today.

Mr. Sharp said that, in February, cost information and revenues for the first three Alternates will be presented, and there will also be discussion of improvements for Alternate IV. In March, the final draft for the trails, transit, and freight movement information as well as the testing of Alternate IV will be discussed. He said that in April, the results of applying the transportation model to the Alternate IV street and highway network will be analyzed. Staff will also be looking at the potential social, economic, and environmental impacts of street and highway alternatives. Mr. Sharp said that in May, there will be a draft summary of the 2030 Plan and that consideration of the adoption of the 2030 Plan is scheduled for June 2005. If additional alternates are required or other new issues emerge, then that timeline might go past June.

IV. PRELIMINARY TRAILS REPORT FOR THE INTERMODAL ELEMENT OF THE 2030 OCARTS PLAN

Daniel O'Connor discussed the Preliminary Trails Report. He said the 2030 intermodal element has three components: transit, freight, and trails. The trails report describes the existing and planned system of bicycle and pedestrian facilities throughout the OCARTS area, and evaluates issues and needs that have surfaced through various committee meetings and surveys. He said the report also looks at different revenue sources and cost estimates. He indicated that in December, twelve cities and quite a few CAC

members participated in an Extended Vision Trails Workshop. He asked the committee members to read the preliminary trails report to make sure the route alignments are correct. He also asked the Committee to review the sidewalk ordinance table to be sure it is correct. He asked that any comments on the report be back to him by the end of January. There will be a final version of the trails reports in March.

He then gave an overview of the Trails element of the 2025 Plan. He said that the planned facilities depicted in the maps are due to the fact that a community has a master trails plan or it has the component in the comprehensive plan that discussed existing and planned trails facilities. At the time of the 2025 Plan, Edmond and Oklahoma City had trails plans in place, and both Choctaw and Norman had bicycle plans as well. Mr. O'Connor commented that the 2025 network had 66 miles of existing trails, 503 miles of planned trails, and 239 miles of extended vision trails. Trails are considered bicycle facilities or multi-use trails that can be used by both bicyclists and pedestrians for transportation purposes.

Mr. O'Connor then displayed the preliminary 2030 Trails Plan. He said that Guthrie added a trails component to their Comprehensive Plan in 2002. Harrah has contracted with Cobb Engineering and has developed a small trails plan in the eastern part of Oklahoma County. He displayed some of the main connections that came out of the Extended Vision workshops regarding the north side. There was discussion about the railroad corridor that runs north-south in Oklahoma City. He showed Western Ave. from Oklahoma City to Edmond, going through unincorporated Logan County, and then connecting into the corridor that was adopted through Guthrie's plan. There was also quite a bit of discussion as far as defining some east-west corridors that were continuous. The main one that was noted was N. 36th St. all the way through Oklahoma County. Mr. O'Connor said that is a great route that stretches all the way across with the exception of having to loop around Lake Overholser. He said the completion of the east Overholser Trail, the Grand Ave. Trail, and the MAPS River Trails in Oklahoma City, are new for the 2030 Plan.

Mark Sharpton asked why the trails are next to the railroad track, instead of down Broadway. Mr. O'Connor said a lot of other communities have used railroad land if it can be negotiated with the railroad company because there is a lot of right-of-way available. He said that some of the routes are on major arterials, and from a design standpoint, it could be a bike lane that is specifically striped or signed as a shared road.

Billy Harless referred to the map on Page 4 in the Trails Report. Mr. O'Connor said that map is the south half of the OCARTS area. He said that what is new is the City of Moore in 2001 adopted a trails plan and that is reflected on that map. Also, for 2030, there are 198 miles of existing trails, 430 miles of planned trails, and 459 miles of extended vision trails. One of the major shifts was that, after meeting with Norman, many of that city's on-street routes were reclassified from planned to existing. He said there was discussion

from Oklahoma City and Norman about possible revisions to the South Canadian trail. There was also discussion about north-south routes: Western, Sooner-Bryant, and Choctaw Road.

Mark Sharpton asked if the County could acquire right-of-way, how soon a trail could be constructed. Mr. O'Connor said as soon as local funding could be secured for it. Tulsa has used the Trust for Public Land to buy abandoned railroad corridors for a community, and then turn them over for a minimal fee. John Sharp commented that it would be good to incorporate trails and sidewalks in each community's next comprehensive plan.

Bill Dalke asked if the trails had to be fully accessible. He said Tinker Air Force Base has probably ten to twelve miles of trails, but you have to have access to Tinker to get on the trails. He also asked if those trails should be reflected in the plan? Mr. Sharp said it does not seem like they should be, simply because people need to have a pass to use them-- so it seems like those trails would be not public trails. Mr. Sharp mentioned that both Del City and Oklahoma City will probably be working with Tinker to bring their trail down the east side of Sooner Road eventually. Mr. Dalke said that Del City already has that trail along S. 29th St. to S. 44th St. Mr. Sharp asked if the continuation of that trail would go down the east side of Sooner, and Mr. Scheirer said that Oklahoma City would pick that up at SE 44th St. on the west side of Sooner.

V. NEW BUSINESS

Logan County

Mark Sharpton commented that he voted not to go to a vote of the people on another tax to fund the building of a new jail; the other Logan County commissioners voted yes. He said the Logan County hospital could be privatized and that would generate more than enough money to build a jail. He indicated that the hospital does currently receive a County sales tax of about \$2 million a year.

City of Choctaw

Bernard Nauheimer said Choctaw's building construction is still strong and there are several residential subdivisions in the final planning stages.

Tinker Air Force Base

Bill Dalke commented that Tinker AFB is working on updating its General Plan, which should be done by early summer. He said there are quite a few projects to renovate the infrastructure, such as Building 3001, which encompasses 65 acres. They are working on a 20-year program to plan more renovation projects. Mr. Dalke said that there are

several other building projects beginning and that Tinker continues to have strong construction activity.

Mr. Sharp asked about the maintenance mall (MROTC). Mr. Dalke said that project is a county/city private industry partnership. He indicated that starting next week, one of the intersections at I-40 and SE 29th St. will be closed to the Interstate for a 2-1/2 month period during which that intersection, which is now a partial clover-leaf, will become a diamond intersection with new lights.

City of Harrah

Bill Knox said the City's marketing videos seem to be resulting in a lot of business. He said the City Manager is giving a presentation on that topic at the City Manager's Meeting this morning in Stillwater. He said that the borders on the southwest side of the City have been extended to 370 feet from the middle of the road. Mr. Gammon asked if the legal description of that extension is available. Mr. Knox said they will get a description. Mr. Gammon said that particular corridor goes right through the home of one of the County's planning commissioners and, by law, cannot be a planning commission member if they live within the city limits. They need to live in the unincorporated areas.

Mr. Knox said that plat approvals are being processed with two Planned Unit Developments (PUD) that will be gated and self-contained. One is named North Oaks Addition with twenty houses on twenty acres of land on Reno Ave., west of Dobbs Ave. The other addition is called Falls Creek Estates, which will be 215 houses, plus six commercial buildings, on 160 acres on recently annexed land on Harrah Road. and SE 15th Street.

He said the City is in the process of extending water lines to Industrial Park. They are extending the trail to one mile at Heritage Park. He indicated that the restrooms at the RV Park are almost complete. Eighteen acres were annexed on the southwest corner of Dobbs Ave. and Reno Ave. for a church expansion.

Oklahoma County

Erik Brandt mentioned that consultant bids will be received back soon on the County's Comprehensive Plan and the County hopes to send out the Master Plan Survey within the next month.

Mr. Gammon indicated that the County had over 540 building permits last year, 300 of which were single-family residences; there were very few commercial building permits. He said the County needs to reserve some corridors for green space and for five-acre lots in the northwest part of the County. He said there is a lot of development happening at the edges of both Edmond and Oklahoma City, and there are a lot of developers trying to do PUD's for 160 acres with 400 houses.

At next month's planning commission meeting there are two PUD situations to discuss. He said all this activity is on the edge of Oklahoma City where the properties to the south have already been zoned. In an urban situation, these would be small lots, however, the people in the Deer Creek area want to have five acre lots with 5,000 square foot homes. He said the Comprehensive Plan will be helpful in legally reserving areas for urban type growth and that the Plan will probably have three distinct differences in plans for the County.

Mr. Gammon said the County has revised its flood plain regulations recently to comply with federal rules regarding base flood elevations. He said they are requiring the finished floors to be two feet above the flood area. He said they anticipate more building permits because of the number of subdivisions that are being completed. Mr. Gammon said the County is trying to convince people in the N.W. 206th St and N. Pennsylvania Ave. area to accept a PUD for small city lots, with some trails or green space in the unincorporated areas. He said most of the trails are pretty private, and a public trail is not feasible in the unincorporated areas.

City of Del City

Mr. Scheirer mentioned that the engineering on the second phase of part two of Del Creek is done. He said that the Walmart project is going well. He said they are now beginning to work on the building and that the sanitary sewer line has been relocated. Mr. Scheirer said that construction will begin before too long on the Midwest Trophy improvement project located on S.E. 29th St. He said the Simpson and Nissan Additions have recently been approved. The S.E. 15th Street roadwork should be finished shortly.

City of Moore

Elizabeth Jones commented that the City of Moore had 813 building permits in 2004. She said that the City has already had several rezonings and there are subdivision plats in the planning stages. The hospital is planning on opening on June 1st and the Shuster Group will be part owners of the hospital. She said that next February, the City will begin construction of the Little River commuter trail which will link two city parks and also go south to the Riverwalk area. It will be a trail of about one mile long, and it is funded, in part, by a TEA-21 enhancement grant. Ms. Jones said they have recently had a national developer approach the City about the east side of I-35, south of 19th St. They would like to demolish the old Sam's building and the old outlook mall south of Ross Ave. and put in some retail stores.

City of Midwest City

Billy Harless said the City is moving ahead on the S.E. 29th St. project. He said the configuration of the cloverleaf that Mr. Dalke spoke of earlier, has all the traffic coming off the interstate going into Tinker Air Force Base. The reconfiguration will give the option of going left or right. The associated signalization will be completed. He said the City is in the

process of working on its Comprehensive Plan, and they will be doing visioning and goal setting at the next meeting. A big part of their discussion will be on housing. There are several plats along S.E. 29th St. and Hiawasse Rd.

VI. ADJOURNMENT

Tyler Gammon made a motion to adjourn the meeting. Billy Harless second the motion. The meeting adjourned at 9:59 a.m.

ACOG

Association of Central Oklahoma Governments

21 E. Main St, Suite 100, Oklahoma City, OK 73104
(405) 234-2264 Fax: (405) 234-2200 TDD: (405) 234-2217
www.acogok.org e-mail: acog@acogok.org

MEMORANDUM

DATE: June 9, 2005

TO: Areawide Planning and Technical Advisory Committee (APTAC)

FROM: John Sharp, Program Coordinator
Transportation Planning and Data Services

SUBJECT: Residential Building Permit and Demolition Data

The MPO staff is closing in on the completion of the 2030 OCARTS Plan. As you know, a great deal of effort is involved in collecting and analyzing the data, and ACOG has received excellent assistance from our local entities. However, the next plan is right around the corner. The year 2005 is our next base year; and 2035 is the next plan horizon year.

When the base year of the plan is not a decennial census year (e.g. 1980, 1990, 2000, etc.) the small area population data is more difficult to define. Thus, the residential building permit and demolition data are a critical part of the base year data. We are requesting **residential building permit data from January 2000 to December 2004**. Given the time lag between a residential permit being granted and the dwelling unit being available for occupancy, information from the 2000-2004 timeframe should encompass the majority of the residential dwelling units that are/will be available for occupancy in June 2005. In order to get a complete picture, we also need **residential demolition data or other records that show locations of housing units lost to fire, disaster, or destruction during the 2000-2005 period**. A few entities have already provided some post-2000 residential building permit data to our office. If you have already submitted some information, you need not provide duplicates.

Physical address with ZIP code, type of residence (single family, multi family), and month & year of permit or demolition - are all important components of the data required. We prefer to receive this information in digital spreadsheet format like Excel, if possible. We hope to personally contact staff from each city and county (for information about the unincorporated area) by the end of July. However, if you have questions, feel free to call me or Melissa Baldwin at 234-2264. The suggested deadline for the residential permit and demolition data submittal is September 1, 2005.

Later on we will be contacting each entity to collect land use data corresponding to June 2005, as well as planned land use for the affected community in (or close to) the year 2035.

ACTION REQUESTED:

Provide most recent residential building and demolition permit data.

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MEMORANDUM

DATE: June 9, 2005

TO: Areawide Planning & Technical Advisory Committee (APTAC)

FROM: John Sharp, Program Coordinator
Transportation Planning and Data Services

SUBJECT: 2003 City and County Population Estimates

The Census Bureau's 2003 City level population data was released in April, and is shown in the attached table. You may note that the "Census 2000 Base" reflects some changes to the official Census 2000 population. These are based on the County Question Resolution program and geographic revisions.

Attached are the six counties that are included in the OCARTS area. The table includes percent change in population between 2000-2003.

ACTION REQUESTED:

None. For information only.

Population Estimates by Place by County: 2000 to 2003
 U.S. Census Bureau - Population Estimates Division
 Oklahoma State Data Center - Oklahoma Department of Commerce

	Census 2000 Base	2001 Estimate	2002 Estimate	2003 Estimate	2000-03 Percent Change
Oklahoma	3,450,654	3,467,200	3,489,700	3,511,500	1.76
Canadian County	87,697	89,600	91,100	92,900	5.94
Calumet town	535	530	530	520	-2.80
El Reno city	16,212	16,260	16,000	15,940	-1.69
Geary city (pt.)	142	140	140	140	-2.11
Mustang city	13,156	13,510	13,960	14,550	10.60
Okarche town (pt.)	233	240	240	240	2.15
Oklahoma City city (pt.)	26,311	27,700	28,810	29,850	13.44
Piedmont city (pt.)	3,650	3,800	3,930	4,080	11.75
Union City town	1,381	1,400	1,410	1,430	3.19
Yukon city	21,043	21,030	21,070	21,150	0.52
Balance of Canadian Co.	5,034	5,030	5,030	5,010	-0.40
Cleveland County	208,016	212,500	215,700	220,000	5.74
Etowah town	122	130	130	130	4.10
Hall Park town	1,088	1,090	1,090	1,090	0.55
Lexington city	2,086	2,100	2,100	2,120	1.63
Moore city	41,138	42,230	43,720	44,990	9.36
Noble city	5,276	5,330	5,350	5,400	2.39
Norman city	95,694	97,230	97,830	99,200	3.66
Oklahoma City city (pt.)	47,271	48,810	49,750	51,060	8.02
Purcell city (pt.)	0	0	0	0	n/a
Slaughterville town	3,609	3,680	3,700	3,860	6.84
Balance of Cleveland Co.	11,732	11,910	12,020	12,120	3.28
Grady County	45,516	45,900	46,700	47,400	4.22
Alex town	635	630	640	640	1.10
Amber town	490	500	510	510	4.08
Blanchard city (pt.)	85	90	100	110	25.88
Bradley town	182	180	190	190	2.20
Bridge Creek town	30	30	30	30	3.33
Chickasha city	15,877	15,870	16,110	16,350	2.95
Minco city	1,672	1,670	1,700	1,710	2.45
Ninnekah town	994	1,010	1,020	1,040	4.23
Norge town	82	80	80	80	2.44
Pocasset town	192	200	200	200	4.69
Rush Springs town	1,278	1,270	1,280	1,280	0.39
Tuttle city	4,294	4,440	4,620	4,850	12.99
Verden town	659	660	660	660	0.76
Balance of Grady Co.	19,046	19,250	19,610	19,790	3.88

Population Estimates by Place by County: 2000 to 2003
 U.S. Census Bureau - Population Estimates Division
 Oklahoma State Data Center - Oklahoma Department of Commerce

	Census 2000 Base	2001 Estimate	2002 Estimate	2003 Estimate	2000-03 Percent Change
Logan County	33,924	34,600	34,900	35,400	4.41
Cashion town (pt.)	144	150	150	160	7.64
Cedar Valley city	58	60	60	60	1.72
Cimarron City town	110	110	110	120	4.55
Coyle town	337	340	340	350	2.67
Crescent city	1,281	1,280	1,280	1,290	0.94
Guthrie city	9,925	9,990	9,990	10,110	1.86
Langston town	1,670	1,670	1,670	1,680	0.48
Marshall town	258	260	260	260	1.94
Meridian town	54	60	60	60	5.56
Mulhall town	239	240	240	250	2.93
Orlando town	201	200	210	210	3.98
Balance of Logan Co.	19,647	20,240	20,490	20,890	6.32
McClain County	27,740	27,900	28,000	28,600	3.08
Blanchard city (pt.)	2,789	2,850	2,930	3,070	10.11
Byars town	280	280	280	280	0.36
Cole town	473	470	470	480	0.63
Dibble town	289	290	290	290	-0.35
Goldsby town	1,204	1,220	1,230	1,260	4.40
Newcastle city	5,434	5,550	5,640	5,810	6.99
Purcell city (pt.)	5,567	5,530	5,530	5,630	1.04
Rosedale town	66	70	70	70	-1.52
Washington town	520	520	510	520	-0.38
Wayne town	714	710	710	710	-0.28
Balance of McClain Co.	10,404	10,380	10,370	10,490	0.81

Population Estimates by Place by County: 2000 to 2003
 U.S. Census Bureau - Population Estimates Division
 Oklahoma State Data Center - Oklahoma Department of Commerce

	Census 2000 Base	2001 Estimate	2002 Estimate	2003 Estimate	2000-03 Percent Change
Oklahoma County	660,448	664,700	671,200	676,100	2.36
Arcadia town	279	280	280	280	0.36
Bethany city	20,307	20,200	20,060	20,010	-1.47
Choctaw city	9,377	9,800	10,010	10,160	8.31
Del City city	22,128	22,070	22,140	22,170	0.19
Edmond city	68,315	69,200	70,530	71,640	4.87
Forest Park town	1,066	1,090	1,110	1,140	6.75
Harrah city	4,725	4,800	4,860	4,910	3.96
Jones town	2,517	2,520	2,610	2,610	3.58
Lake Aluma town	97	100	100	100	-2.06
Luther town	501	500	500	500	-1.00
Midwest City city	54,088	54,070	54,390	54,660	1.06
Nichols Hills city	4,056	4,040	4,030	4,030	-0.59
Nicoma Park city	2,415	2,420	2,430	2,420	0.37
Oklahoma City city (pt.)	432,495	435,410	439,570	442,330	2.27
Smith Village town	40	40	40	40	0.00
Spencer city	3,749	3,740	3,740	3,770	0.56
The Village city	10,157	10,100	10,100	10,070	-0.89
Valley Brook town	817	810	810	810	-1.47
Warr Acres city	9,735	9,670	9,670	9,660	-0.79
Woodlawn Park town	161	160	160	160	-1.86
Balance of Oklahoma Co.	13,423	13,720	14,130	14,620	8.88

Place estimates rounded to the nearest tenth, percent change is based on actual number.
 County and State estimates rounded to the nearest 100.

ACOG

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS

21 E. Main St., Oklahoma City, OK 73104
(405) 234-2264 Fax: (405) 234-2200

MEMORANDUM

DATE: June 9, 2005

TO: Areawide Planning and Technical Advisory Committee (APTAC)

FROM: Daniel J. O'Connor, Associate Planner
Transportation Planning and Data Services

SUBJECT: American Community Survey

INFORMATION:

The American Community Survey (ACS) will replace the census long form for the 2010 Decennial Census. As part of that goal, the ACS is already well under way. The long form provides detailed information on household income, language, disability, journey-to-work, housing costs, and more. This vital information is used in the development of each OCARTS Plan and in many local, state, and federal programs.

As you know, the long form in 2000 sampled one in six of all addresses in the US. The ACS will sample one in eight addresses over a five-year period. In 2005, the ACS sampled all counties in the US. From 2003 onwards, data will be released annually for all areas over 250,000. In 2006, annual estimates will be available for areas over 65,000. In 2008, three-year averages for areas over 20,000 will be available. Finally, in 2010, the census tract and block group level data will be released to coincide with what would have been the next long form; this data will be based on data gathered over 5 years.

A handout will be available at the meeting to help all local entities answer some basic questions concerning ACS.

ACTION REQUESTED:

None. For information only.

ACOG

ASSOCIATION OF CENTRAL OKLAHOMA GOVERNMENTS

21 E. Main St., Oklahoma City, OK 73104
(405) 234-2264 Fax: (405) 234-2200

MEMORANDUM

DATE: June 9, 2005

TO: Areawide Planning & Technical Advisory Committee (APTAC)

FROM: Melissa Baldwin, Associate Planner
Transportation Planning and Data Services

SUBJECT: Annexations and De-Annexations

INFORMATION:

Due to the number of annexations that occur within the OCARTS area, the attached information details what procedures each entity should complete after an annexation or de-annexation. The most important steps are to create a map and legal description of the area affected, and to make copies of these available to the **County Clerk** and **Ad Valorem Division**. The annexation information is required by the county clerk for evidence of a change. The information is sent to the Ad Valorem Division, a division of the Oklahoma Tax Commission, to ensure that taxes that are collected will be distributed correctly back to the entities. Therefore, it is in the best interest for each city and town to complete this task.

In the same vein, the Boundary and Annexation Survey that is administered each year by the Census Bureau has gained added importance. Annually, a map is sent out to each entity for them to make any modifications due to annexations or de-annexations. This map will now be used to reference the boundaries for the Bureau's American Community Survey data by year.

ACTION REQUESTED:

None. For information only.

History of the Project

In 2000, the Ad Valorem Division of the Oklahoma Tax Commission requested information related to the municipal boundaries for every city in the State to create a consistent set of maps to be used for the assignment and distribution of local and state taxes, use taxes, and public service taxes, and for protection of the integrity of municipal elections.

Also in 2000, Title 11, Section 21-112 was amended to read:

"When any territory is annexed to or detached from a municipality, whether by ordinance or court order, the mayor shall file and record a duly certified copy of the ordinance or court order, together with an accurate map or plat of the territory, in the office of the county clerk of the county in which the territory, or the greater portion of it, is located and with the Ad Valorem Division of the Oklahoma Tax Commission. The record in the office of the county clerk shall be conclusive evidence of such annexation or detachment."

For the last five years, we have been collecting and mapping boundary changes when the cities have followed through with this requirement. Since then, the Oklahoma Tax Commission has contracted with Geo Information Systems of OU to create a sales tax database that matches zip+4 zip codes with the proper sales tax rates. This database is based on the municipal mapping that we have been doing. Last year, this database went live for use by vendors. Soon, the State will join with other states to start taxing sales of products purchased over the phone and internet using this database.

The Oklahoma State Election Board has been computerizing their election database. They have been producing their database off of the city, school district, and precinct mapping that Geo Information Systems has been producing for various state agencies. This year, the Election Board is requiring the county election board offices to use this database for all elections. The local offices have been making cities aware of potential miss-matches.

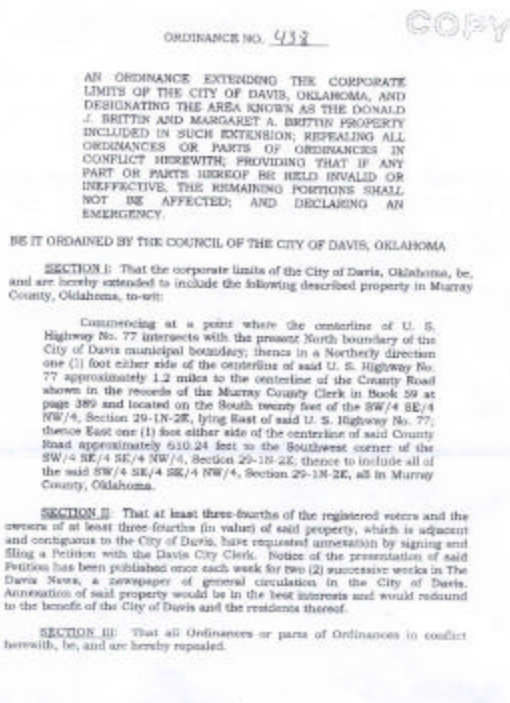
Streamlined Sales Tax

A Municipality's Guide to Annexations and De-annexations

***Ad Valorem Division
Oklahoma Tax Commission***

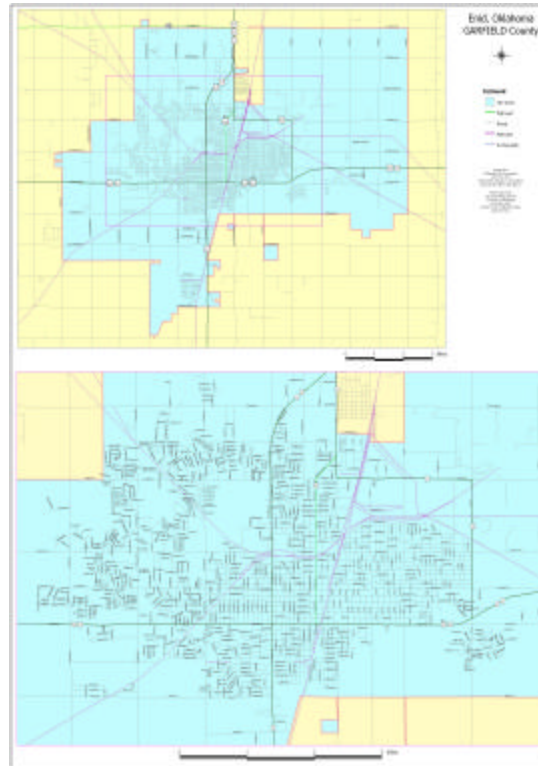
Steps in the Update Process

When the city passes an ordinance changing their city boundaries, the city files a copy of the ordinance along with a map with the **county clerk's office** and with the **Ad Valorem Division**.



The Ad Valorem Division archives the ordinances and maps received and compare the changes with our existing maps. Then the Ad Valorem Division submits the necessary changes to Geo Information Systems of OU.

Geo Information Systems includes those changes in their state-wide municipal boundary mapping layer and creates a paper map for the Ad Valorem Division to mail back to the city for confirmation.



Geo Information Systems then updates the Oklahoma Tax Commission's sales tax "zip+4" database and the Oklahoma State Election Board's voter database.

The Ad Valorem Division mails the map and a reminder of the process back to the city.

To Check on Current Maps

Go to Geo Information System's website www.geo.ou.edu and click on "Maps". Choose your city from the dropdown list to view the current boundaries.



Questions?

Contact Troy Frazier at the Ad Valorem Division of the Oklahoma Tax Commission.

- Phone: (405) 521-3178
- e-mail: tfrazier@tax.ok.gov

To Make Corrections or to File Ordinances

Mail any changes to:
Oklahoma Tax Commission
Ad Valorem Division
P.O. Box 53248
Oklahoma City, OK 73152-3248