



**TRANSPORTATION TECHNICAL COMMITTEE  
REGULAR MEETING  
August 1, 2023 @ 10AM  
212 SW 9<sup>TH</sup> STREET  
CITY HALL- 3<sup>RD</sup> FLOOR CONFERENCE ROOM**

**AGENDA**

- 1. Call meeting to order and establish Quorum.**
- 2. Verify posting of meeting.**
- 3. Introductions.**
- 4. Approval of minutes of the June 6, 2023, the June 27, 2023, and the July 11, 2023, meetings.**
- 5. Consider recommending members of the Technical Committee to serve on the Steering committee for the 2050 Land Use Plan.**
- 6. Consider selecting a subcommittee to review and select a contractor for the 2050 MTP and Travel Demand Model**

**BUSINESS**

- 7. Consider recommending to the Transportation Policy Board approval of a Resolution adopting Amendment No. 1 to the Fiscal Year 2024 Unified Planning Work Program for the Lawton Metropolitan Planning Organization.**
- 8. Reports or Comments.**
- 9. Adjournment.**

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MINUTES  
TRANSPORTATION TECHNICAL COMMITTEE  
3<sup>rd</sup> Floor Conference Room  
June 6, 2023

Minutes of the Transportation Technical Committee meeting held June 6, 2023, in the 3<sup>rd</sup> Floor Conference Room, 212 SW 9th Street, Lawton, Oklahoma.

The agenda for the meeting was posted on the bulletin board in City Hall in compliance with the Oklahoma Open Meeting Act.

The meeting was called to order at 10:03 am by Charlotte Brown.

ROLL CALL

MEMBERS PRESENT: Charlotte Brown  
Cynthia Williams  
Jay Earp  
Ryan Landers  
Sarah McElroy  
Joseph Painter  
Mike Woodhams  
Tom Zigler  
Taron Epps

MEMBERS ABSENT: Debra Porter  
Barbara McNally

ALSO PRESENT: Madison Aust, Recording Secretary  
Jonathan Stone Senior Transportation Planner  
Shivani Rani, City of Lawton Engineering  
Laura Chaney, ODOT

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**2. Verify posting of meeting.**

The meeting was posted on June 1, 2023, at 2:43 pm by Kobe Humble.

**3. Introductions**

**4. Approval of minutes of the May 2, 2023, meeting.**

**Motion by Zigler, Second by Landers**, to approve the minutes of the May 2, 2023 meeting as written. **Aye:** McElroy, Earp, Landers, Zigler, Brown, Williams, Epps, Painter, Woodhams **Nay:** None **Motion Passed**

**Business**

**5. Consider recommending to the Transportation Policy Board approve a Request for Qualifications for development of the travel demand model, recommend authorizing staff to issue the RFQ, and recommend a method of reviewing responses.**

Stone stated this is an item that we do every five years it is called the Transportation Plan and it does require a model for the plan. We did want to discuss the option of having the same consultant write the plan, we know of a few consultants that would be able to do this, and it will allow us to free up staff time to work on other projects as well. If the board wants to make that recommendation.

McElroy respond I would agree, we have talked this over with Jonathan. Just to get a Travel Demand contract they are not really going to have any experience with writing a plan, and that would be a huge undertaking for the LMPO staff to write as well. I would recommend changing that to a RFQ for a consultant to go the travel demand model as well as writing the MTP update.

Brown asked any comments or questions?

Epps asked is it common practice for the consultants to do both?

McElroy responded typically yes at the state we have to do this as well. We have our own Travel Demand Model. We also hire a consultant to write the plan. We don't even have the resources at the state level to write a plan.

Brown asked Jay did you have something?

Earp responded just the cost do we have the money. I agree with the thought, but consultants are very expensive, do we have the money to tackle both of these?

Stone stated the UPWP that is on the agenda today has the budgeted in the amount that the Travel Demand Model cost. Last time we did this for FY24 this if, especially if we have the right to plan, we will extend into FY25 for several months and that is where the remaining funds would come from.

Painter responded wait a minute. If you're signing a contract with consultant FY24, you have to have 100% of the funds when we sign the contract.

Stone stated yes.

Painter stated you can't sign it.

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McElroy stated It would probably be like a nine-month contract, so it would be because the funds aren't guaranteed in 25 either at this time, so it would be like a nine-month more or less for the funding in 24, and then it would continue on into 25 and when 25 came up we would do like a renewal for the remaining funding.

Stone stated and the cash on hand is not the same as the reimbursement. The reimbursement is what's in the budget, the cash on hand we should have and that is.

Brown and Stone stated the MPO.

Brown stated not the City.

Painter stated okay, because I've been knee deep in budgeting and I don't know what you're talking about.

Brown responded we have we have a completely separate budget from the city for our stuff with the MPO.

Earp asked that do we have financial report? I know sometimes the lady comes and brings that. Do we have that today?

Brown responded yes; she will be here for the Policy Board.

Zigler asked how can we make a recommendation to the Policy Board if we don't know how much money there is?

Painter stated you can't. You got to have the money squared away before passing.

Stone stated this is to issue the RFQ not signing any agreements.

Brown responded yes; this is just the RFQ.

Painter stated it wouldn't be fair to waste consultants time if you don't have the money for like I mean they spend a lot of money on RFQ's, and to just nonchalantly do that without if you have the funds is not a good thing to do.

Zigler asked is the lady available to give us that information?

Brown responded let me call her real quick. Hey, Susan, I'm in transportation technical committee and they've got a question about the budget for policy for MPO. Can you tell me what our unencumbered funds amount looks like right now. Ok. Thank you very much, bye. So, as of yesterday, we have \$70,041.00 we are still waiting on finance or not finance legal to finish the 5303 agreement with ODOT so we can draw that last of the CMAQ claims down from last year and that was another 38 almost \$40,000 for that. So that would put us over \$100,000, which I think we have budgeted 115.

Stone stated either 110 or 115 for this and either 110 or 15 for the next item, which is the land use plan.

Painter stated so you need 200 and something. Where did you come up with the original number on your budget? You talked to some consultants?

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Stone responded the 115 is what it costs five years ago to do this.

Painter responded well, that's not there. No way is that even close to that.

Stone stated it's extending into FY25 because we know it goes over, because we know it goes into FY25. (cannot discern remainder of audio because Stone was interrupted)

Painter stated I mean, you're way off, costs have escalated so drastically in five years, you really to handle what the real budget is.

Brown stated if you guys want, we can table this until we do some more research.

Zigler responded I think that it would be an excellent idea. And I would make that motion.

Painter stated I second it.

Chaney stated one thing to keep in mind is for the MTP that's federally required as part of the MPO, and what they are supposed to do for their claims.

Painter asked are they behind schedule?

Chaney responded their plan will actually expire December of 2024.

Painter stated December of 2024.

Chaney responded so a little bit over a year and it does take some time. The travel plan model itself it probably takes six months to outline all your traffic zones and have the things you need there in order to move forward and do your analysis for the research. So, it's OK to table it today, but I just want you guys to keep that in mind that the budget is very important, and you know we're utilizing the funds to be able to carry out those federal planning priorities. And the MTP is one of those. So that means that we need to table a different plan to carry out the federal requirements that needs to happen.

Painter stated so planning has been neglected.

Brown responded yes.

Painter stated we're going to need some money. We got to figure out how we get you get some money, right? Because we got to do this Land Use Plan too.

Brown responded yes.

Painter asked when was the last update?

Brown and Stone responded 2008.

Painter stated wish we visited way sooner than that and that's a \$200,000 easy.

Zigler stated because in 2018, the total bill was about like \$330,000 for the consultant to do the joint land use study with Fort Sill.

Painter responded I can see half a million.

Landers stated right now what is the issue? You can't sign the contract until have the money.

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Painter stated it's not fair to the consultant, to make them do a proposal, but you don't even have to have an inkling where you.

Landers responded I get that. What I was saying is that if we can work towards getting that money over like the next couple of months,

Stone stated the money for FY24 is now guaranteed correct. We have that money (cannot discern audio, Stone was interrupted by Painter)

Painter said yeah, that is what we are trying to figure out. It's a matter of a million dollars, and you've got \$100,000. You are way off. We've got to figure that problem out. How is this going to get funded and then come back and get this thing going.

McElroy stated to Jonathan's point, I mean, I think later on in the PL Agreement on this?

Stone responded yes along with all the documents and the UPWP that outlines the funding.

McElroy stated I think for PL for this year, we're looking at 350,000 and you have budgeted how much of that for?

Stone responded all of it. Oh, how much for this project these projects? Probably 110, second 15

McElroy asked so that would be in addition to this \$70,000.

Painter asked the state is going to give us \$350,000.

McElroy responded yes, that's your annual PL funds that you get.

Painter stated (cannot discern audio)

Brown asked are there grants, this is a random question, we can go after for as an MPO?

McElroy responded yes.

Painter stated so we basically have enough money to do the Land Use.

McElroy stated but that was not federally required.

Painter responded right.

McElroy stated the MTP is federally required.

Chaney stated if the MTP lapses, you can't carry out any projects that are under your TIP. Everything becomes void.

Painter responded well we don't want that to happen do we, Jay.

(Cannot discern audio, people are talking over each other)

Earp stated so we really need to concentrate on the MTP versus the Land Use Plan.

Painter responded exactly the land use is for us. The others are federally required. So, we do have enough money. Are we for sure going to get the 350,000?

Brown and Stone responded yes.

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Painter asked 100% sure?

Brown and Stone responded yes.

Stone stated it's not in our bank account, but we it's a reimbursement, so yes.

(cannot discern audio people are talking over each other)

Landers stated like I said if the contract is not going to be signed until

Painter stated well that is not the point.

Landers responded no; I get that.

Painter stated I didn't get that, and I apologize. So, yeah, let's untable and do an RFQ then right.

Earp stated it seems like the budget is light for that though for that the \$115,000.

Painter responded Yeah, that's not right at all.

Stone stated the amount is in there.

Painter stated can we untable and revise the budget to \$300,000?

Stone responded the revision of the will be the next UPWP item, which is three items from now, I think. That item is the budget. So, if this body would like to cancel the Land Use Plan and increase the budget for the MTP then that is something that that we will do in in the year.

Painter stated I mean it's not even a choice, do you know how many projects we have we're getting federal fundings for our highway and interchange. We don't want to get crossways with anybody.

Landers stated hey, Jonathan, you have Debbie's e-mail on here just that line.

Stone responded what I changed that in in like 14 places. OK, which one is it?

Landers stated page seven.

Stone responded page seven. Ok, it was everywhere in this document.

Earp stated also in the resolution the city's acting city attorneys name what is his first name?

Brown responded Timothy Wilson is the acting City Attorney right now.

Painter stated we are agreeing there will not be a Land Use right now.

(cannot discern audio people are talking over each other)

Brown stated so, we need a substitute motion to not table, to add the writing of the plan to the RFQ, and issue.

Zigler stated yes.

Landers stated I'll second that.



Brown stated any discussion or debate. Mady, Call the roll.

**Motion by Zigler, Second by Landers**, to add the writing of the plan to the RFQ. **Aye:** Landers, Earp, Zigler, Brown, Williams, Woodhams, Epps, Painter, McElroy **Nay: None Motion Passed**

**6. Recommend to the Policy Board a consultant for the 2050 Land Use Plan and recommend the Policy Board to authorize the Director to negotiate with the firm.**

Brown stated we meet with the two applicants that responded to the RFQ, Garver and Wallace Architects. Wallace was very, very new and had not ever, they were like pieces from outside and it was just not a good presentation. So, our recommendation was Garver for that, but based on the discussion on the previous item.

Painter asked we only had two responses from that call.

Brown responded yes, and that was it.

Painter asked did we do an invitation only? I don't remember. Was it open to the public?

Brown responded yes; it was posted.

Stone stated it was posted and we sent it out to.

Brown stated we sent it out to five or six that we knew of for sure that were that had asked us to send it to them.

Painter responded We like Garver, but we have some issues with Garver. Remember Fire station #2, it's falling down.

Brown stated I know, but this is a different group.

Painter stated and we have another deal with the software thing. That's going to be a big you know what, before it resolves.

Brown responded I know; this is a different group. These are actually Land Use Planners that I had met never met before.

Painter stated planners. Planning degrees?

Brown responded yes, and that had worked on the public side and are now consultants for the private side. We felt comfortable with them with moving forward, but from the direction on the last one, it looks like we are going to table this indefinitely until we get some funding.

Painter asked do we have any.

Stone stated once we know the budget of the MTP consultants, we should be able to bring back an amendment.

Painter asked do you have any other sources of funding that you are pursuing.

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Brown responded not right now. We'll have to start doing some research and see what grants and stuff around there that could.

Painter stated do you remember anything propel talked about. I don't think there was anything happening on this.

Brown responded there's not. We don't have anything.

Landers asked I'm curious how long is the project supposed to be?

Brown responded about 18 months.

McElroy stated if we don't do it now, do you guys have something that states that, I don't want you to have to put back out another RFQ. Do you have something in, I'm sure it's something legal has that says that this is only good for 90 days or.

Painter stated once you select a professional service, once you've selected Garver, we're there for ours till we don't want.

Landers stated yeah, there was an RFP, the amount would be good for like 90 days or something.

Brown stated it was just professional services, so we didn't argue on it.

Stone stated this motion needs to be to select Garver but to table negotiations until (cannot discern remainder of audio, speaker was interrupted)

Painter stated but we could actually start talking again with Garver.

Brown stated and we can get some amounts and then that way we could start.

Painter responded you guys can start working with them and thinking about what you want done, what it looks like, and what's it's going to cost.

Brown stated okay.

Painter stated we can't actually go to Council, with the contract with them until we.

Landers stated yes, that was my thing you'd be taking the contract back to the board before.

Brown responded yes. Our recommendation is to bring it back to the board.

Landers stated I mean I would be fine with negotiating those things now that way it keeps the interest going and they know that we want to go through with everything.

Brown responded okay.

Painter stated you clearly have a green light to negotiate.

Brown responded okay; I just need a motion.

Painter stated so moved.

Landers responded second.

**Motion by Painter, Second by Landers**, to authorize the Director to negotiate with Garver on developing the budget for the Land Use Master Plan. **Aye:** Landers, McElroy, Painter, Epps, Williams, Zigler, Woodhams, Brown **Nay:** None **Abstained:** Earp questionable about funding **Motion Passed**

**7. Consider recommending the Policy Board authorize the Chairman to sign the No Cost Time Extension request for Congestion Mitigation-Air Quality Projects.**

Stone stated this is specifically for the CMAQ grant Air Quality grant and for the main project this is referring to is the traffic flow study. It's expected to be completed in August and it is using FY23 funds. We need this extension to be able to use these funds into August.

Brown asked any questions or discussion?

Painter asked yeah, what is it again?

Brown responded it's the CMAQ grant that we have. That's what we're using to pay for the traffic flow study on board. We have the funds, and we have it all encumbered, but in order to continue using the FY23 funds in FY24, we have to do an extension.

McElroy stated the contract expires June 30<sup>th</sup>.

Painter asked what was the air quality part?

Stone responded its air quality funds that we're using.

McElroy stated yes, it's the name of the funding pot, Congestion Mitigation.

Stone stated the MPO receives three grants and one of those the Air Quality Grant.

Painter responded okay, so moved.

Zigler stated second.

**Motion by Painter, Second by Zigler**, to recommend that the Policy Board authorize Chairman to sign the No Cost Time Extension request for Congestion Mitigation-Air Quality Projects. **Aye:** Epps, Painter, Williams, McElroy, Landers, Woodhams, Brown, Zigler **Nay:** None **Motion Passed**

**8. Consider recommending to the Transportation Policy Board approval of a resolution adopting the Fiscal Year 2024 Unified Planning Work Program for the Lawton Metropolitan Transportation Planning Process.**

Stone stated this is our annual budget for the LMPO outlining the spending of the three grants we receive and the budget for those grants.

Painter stated so let's discuss that.

Brown responded so we now need to.. (speaker was interrupted)

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Painter stated lay that out for us.

Stone stated yes, that is what I'm doing.

Painter stated lay it that out for the three grants and whatnot.

Stone asked do you want this by grant or by project.

Painter responded why don't we go over the three grants.

Stone stated okay. Our Planning grant which is our PL grant.

(cannot discern audio)

McElroy responded yes, that the \$350,000.

Painter asked and you've got it for sure?

Brown and Stone responded yes.

McElroy stated yes, well once you approve that the funds will be yours.

Painter responded alright.

Brown stated you approve the consent agenda the money is ours.

Painter responded okay.

McElroy stated (cannot discern audio)

Painter stated right, I understand.

Stone stated our Air Quality Grant or CMAQ Grant is \$150,000.

Painter asked and you can spend it on what?

Stone responded we can spend that on pretty much anything that helps improve air quality. We do an Air Quality Awareness campaign with a small portion of it, and we do the traffic flow study. Last year for FY23 and FY24, we've budgeted for another traffic flow study on another section, and we've also included a money for the improvements of what this travel flow recommends.

Painter asked for some construction.

Stone responded yes.

Painter stated that's nice.

Stone stated the CMAQ grant can be used for physical projects.

Painter responded Public Work is paying for signals.

Brown stated we talked to.

Stone stated the signals was in the old project.

Brown stated we talked to Larry Wolcott.

Painter responded that's the money you need to be spend upgrading all those.

Brown stated we talked to Larry Wolcott about the upgrades to the signals that the other consultant presented to council and asked do you want to wait until we have our full study back or they said no, they were going to go ahead and move forward with that because those were going to be cheaper and then we would use our stuff for any of the bigger projects.

Stone stated that information has been passed on to the consultant.

Painter stated I will talk to Larry about that. Maybe you should too. It's not good a deal to pay a consultant to do a study on a section of road and then talk to a guy and we just talked to at TEC and go with his recommendation, and don't even hear from the consultant that you've been paying a lot of money to do consulting. I mean, that's crazy. That's not good for us as a staff to do things with. Even though they're probably going to say exactly what what's his face I can't think of his name right now, and recommend, but we really need to see that study before we do anything.

Stone stated we've also passed \_\_\_\_\_, that we received from TEC. Two?

Brown responded yes.

(Cannot discern audio)

Painter asked do you agree or disagree?

Brown stated we've passed on TEC's information to EST so that they're aware of what TEC.  
(cannot discern remainder of audio Brown was interrupted)

Painter stated yeah, we could really get in the pinch if by some weird deal they came back with a better, more technical solution and we're already running with the guy who we didn't really even pay anything to.

Brown stated we kind of thought we would wait.

Painter stated I mean, we like him, we use him a lot, but you know what I mean.

Brown stated you are Larry's voice this month, so.

Painter stated you are Larry.

Stone stated and our third grant is the 5303 grant with the Transit Planning. That one runs federal fiscal year, so we do not have the funding amount for that at this time. The UPWP, we will bring an amendment back once we have those numbers.

Painter asked how much are you thinking?

Stone responded roughly \$50,000, is that right Mike?

Woodhams stated I think 75.

Stone responded all right.

Woodhams stated that is because we have multiple years.

Stone stated that's for FY23 though. Is FY24 going to be 75 as well?

Woodhams responded it should remain pretty much the way it has been. I know there's been a lot of discussion as to the expansion of with Enid coming into the Urban Area Transit Plan, that there was going to be a reduction, there shouldn't be. The pie should increase to accommodate them as well as maintain the same funding that everybody else has what they need. And so those should continue with the levels of funding that we've had previously.

Stone stated okay, previously was 25,000 a year.

Woodhams responded yes, so it should. We're converting from just a static 25,000 to going back to the using the population model and allocating those funds based on that.

Stone stated so fluctuate. Okay. As soon as we have that, then we will bring that to the board in the budget. Transit Planning

Woodhams responded everything that's outlined in the agreement.

Brown stated Joe just wants us to find money.

Painter stated I'm all about money. We just busted what, \$26 million or \$260 million for the projects.

Stone stated but we have a large amount of staff time budgeted for finding grants.

(cannot discern audio, people are talking over each other)

Painter stated you are doing a good job keeping on top of those grants.

McElroy stated Jonathan, will you talk about did any copy of the UPWP go out for Tech and Policy members and then have you notified anybody of the changes that ODOT requested? Because I don't. It doesn't look like.

Stone responded that changes are in this document.

McElroy stated yes, but nobody's seen them before thirty minutes ago.

Stone responded they were not finished until 6:00 pm last night.

McElroy stated and herein is the problem. So that's my question, has anybody really had a chance? Did anybody receive a copy of the UPWP prior to today or?

Landers stated yes, this was sent out.

Stone stated yes, LATS is one of our offices that we have it on file at the view for the public and it's on our MPO's website.

McElroy asked did Tom. ASCOG is one of them, correct?

Zigler responded Yeah, I mean I didn't see these numbers until now.

Stone stated yes, this is the revision, so it is slightly different here.

McElroy stated and they have changed, yes.

Painter asked can you give us a brief? I'm an engineer, I don't read very well.

McElroy stated honestly that is kind of the point is.

Stone stated the reason it is brought today with you know is that if we don't at least discuss this item, we can't discuss it at a special meeting later on if the boards feel like if policy and tech both feel like that there has not been enough notice and they don't have time to time to review it, they can table it, but if we did not bring it to this meeting, they would not been able to table it and we have to wait till July 11th. Then we would not be able to do anything with the MPO until July 11th. It had to be on the agenda for today no matter what.

Chaney stated to go off what Sarah was talking about, I'm just curious how you notified the public, and how they were aware of the comment period? I didn't see anything on the LMPO website besides just the draft copy of the plan.

Stone responded our current public participation plan that is, that is what our requirements are, is to post it on our website.

Chaney stated it says that the meeting date will be announced on the LMPO website to let them know that there's a public comment period, and to have those in and I there was nothing on there about this meeting today on the LMPO website.

Stone responded okay.

Chaney stated just so you know, if the public's not really aware, we need to make them aware, and I would suggest that this be tabled and brought back in a special meeting.

Painter stated so moved.

Zigler stated second.

Brown stated okay.

Painter asked can we do a special meeting before the 11<sup>th</sup>?

Stone responded we can do a special meeting before the.

Brown stated yes, we should be able to. We've got an extra week. From the way things fell.

Stone stated we have a 15-day notice period, as long as we could do it the 4<sup>th</sup> week of June.

McElroy asked will you send this out to everyone electronically?

Stone responded yes; we can do that.

Brown stated okay, so motion and a second to table to the special meeting date to be determined once we get the notice out, we'll let everybody know about the time frame about the date for the meeting. Any discussion or debate?

**Motion** by Painter, **Second** by Zigler, to table to a special meeting, date to be determined. **Aye:** Williams, Zigler, Woodhams, McElroy, Painter, Epps, Brown, Earp, Landers  
**Nay:** None **Motion Passed**

### CONSENT

9. Consider recommending to the Transportation Policy Board approval of the Annual Agreement between the Oklahoma Department of Transportation and the Lawton Metropolitan Planning Organization for transportation planning.
10. Consider recommending to the Transportation Policy Board approval of the annual Congestion Mitigation and Air Quality (CMAQ) Agreement between the Oklahoma Department of Transportation and the Lawton Metropolitan Planning Organization for air quality planning.
11. Consider recommending to the Transportation Policy Board approval of the Memorandum of Understanding between the City of Lawton and the Lawton Metropolitan Planning Organization for metropolitan transportation planning for Fiscal Year 2024.
12. Consider recommending to the Transportation Policy Board approval of the Memorandum of Understanding between the City of Lawton and the Lawton Metropolitan Planning Organization for transit planning for Fiscal Year 2024.
13. Consider recommending to the Transportation Policy Board approval of the Memorandum of Understanding between the City of Lawton and the Lawton Metropolitan Planning Organization for Congestion Mitigation and Air Quality programs and projects during Fiscal Year 2024.
14. Consider recommending to the Transportation Policy Board approval of the annual Joint Certification Statement for the Lawton Metropolitan Transportation Planning Process.
15. Consider recommending to the Transportation Policy Board approval of the Federal Transit Administration Certifications and Assurances for Federal Fiscal Year 2024.



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Brown stated nine through fifteen are consent agenda, these are annual documents. So, here's where we're voting on getting the money, Joe. Part of on the annual documents that we have annual agreement between ODOT and LMPO for Transportation Planning, Air Quality Planning for the CMAQ grant, the PL MOU between the City of Lawton and MPO for transit planning. There is one for each grant, and then our certs (short for certifications) and assurances for fiscal year 24. And the joint certification statement at the Lawton Metropolitan Planning Transportation Planning Process. They're all considered consent unless someone wants to pull an item for separate discussion.

Stone asked now these are in support of the previous items, so do these also need to be tabled?

McElroy stated I know PL doesn't.

Stone responded okay.

McElroy asked Laura, do you know about the others?

Chaney responded the funding agreements noted it should not have an impact.

Brown stated that's what I was thinking because they should all be normal and then we're just changing. we're just changing funding UPWP.

Stone responded we can approve this, all right.

Brown asked does anyone want to pull anything on the consent agenda to discuss. Do we have a motion?

Painter stated so moved.

Zigler stated second.

Brown asked any discussion or debate.

**Motion by Painter, Second by Zigler**, to approve the consent agenda as written. **Aye:** Woodhams, Earp, Brown, Painter, Landers, McElroy, Epps, Williams, Zigler **Nay: None** **Motion Passed**

## **16. Reports or Comments.**

Brown stated I don't think I have anything. Sarah?

McElroy stated I don't think I have anything from the planning side either I feel like we pretty much discussed all of that earlier. You guys have any questions for me?

Painter asked you got any more money.

McElroy responded not at this moment we will look.

Brown asked Tom, do you have anything?

Zigler responded I don't have anything today.

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Brown asked Cynthia.

Williams responded no.

Brown asked Joseph.

Painter responded I think I've said enough.

Brown asked Mike. Taron?

Zigler stated congratulations on your position.

Epps responded thank you.

Painter asked is this brand new.

Epps responded yes; it is.

Painter stated alright.

Brown asked Jay.

Earp responded we have a couple of reports on area highway projects. We are overlaying Highway 62 from the Lawton City limit line out to Cache 115, I believe they're about finished the eastbound lanes, and will be starting the westbound lanes. We are doing some bridge work in Wolf Creek on what I call the S curve of Rogers Lane. It's kind of on the westside of Rogers Lane West of 82nd. Should be finishing up there, it's a little bit of a traffic problem.

Painter asked what was it, a scour issue?

Earp responded deck. (cannot not discern audio) And that concludes my report.

Brown stated okay. Laura, do you have anything to add?

Chaney responded I do not.

Brown asked Shivani, do you have anything to add?

Rani responded no.

## 17. **Adjournment**

**Motion by Painter, Second by McElroy, to adjourn the meeting. **Aye:** Brown, Zigler, Williams, Epps, Painter, McElroy, Landers, Earp, Woodhams **Nay:** None **Motion Passed****

With no further business the meeting was adjourned at 10:42am.

MINUTES  
SPECIAL TRANSPORTATION TECHNICAL COMMITTEE  
3<sup>rd</sup> Floor Conference Room  
June 27, 2023

Minutes of the Transportation Technical Committee meeting held June 27, 2023, in the 3<sup>rd</sup> Floor Conference Room, 212 SW 9th Street, Lawton, Oklahoma.

The agenda for the meeting was posted on the bulletin board in City Hall in compliance with the Oklahoma Open Meeting Act.

The meeting was called to order at 10:00 am by Charlotte Brown.

ROLL CALL

MEMBERS PRESENT: Charlotte Brown  
Cynthia Williams  
Ryan Landers  
Barbara McNally  
Joseph Painter  
Mike Woodhams  
Taron Epps  
Debra Porter

MEMBERS ABSENT: Jay Earp  
Sarah McElroy  
Tom Zigler

ALSO PRESENT: Madison Aust, Recording Secretary  
Jonathan Stone Senior Transportation Planner  
Christina Ryans-Huffer, Administrative Assistant II Planning  
Shivani Rani, City of Lawton Engineering

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**2. Verify posting of meeting.**

The meeting was posted on July 20, 2023 at 8:41 am by Kobe Humble.

**3. Introductions.**

**OLD BUSINESS**

**4. Consider recommending to the Transportation Policy Board approval of a resolution adopting the Fiscal Year 2024 Unified Planning Work Program for the Lawton Metropolitan Transportation Planning Process.**

Special Transportation Technical Committee Meeting  
June 27, 2023

Stone stated there have been a few minor changes that ODOT suggested. Mainly from some budget numbers that had some typos, so this is almost the same document as before. It has been through the public participation process and if you would like to hear more about the projects, we can go over that, but we did go over that at the last meeting as well.

McNally asked was there any public input.

Stone responded no one commented.

McNally stated I just curious. So, we need a motion to approve?

Brown stated yes.

McNally stated so moved.

Landers stated second.

Brown responded we have motion and a second. Any discussion or debate?

**Motion by McNally, Second by Landers,** to approve to recommend to the Transportation Policy Board approval of a resolution adopting the Fiscal Year 2024 Unified Planning Work Program for the Lawton Metropolitan Transportation Planning Process. **Aye:** Woodhams, Painter, McNally, Porter, Epps, Williams, Brown, Landers **Nay:** None **Motion Passed**

**5. Public Comments.**

None.

**6. Adjournment.**

**Motion by McNally, Second by Laners,** to adjourn the meeting. **Aye:** Brown, Woodhams, Williams, Epps, Porter, Painter, McNally, Landers **Nay:** None **Motion Passed**

With no further business the meeting was adjourned at 10:03 am.

MINUTES  
TRANSPORTATION TECHNICAL COMMITTEE  
3<sup>rd</sup> Floor Conference Room  
July 11, 2023

Minutes of the Transportation Technical Committee meeting held July 11, 2023, in the 3<sup>rd</sup> Floor Conference Room, 212 SW 9th Street, Lawton, Oklahoma.

The agenda for the meeting was posted on the bulletin board in City Hall in compliance with the Oklahoma Open Meeting Act.

The meeting was called to order at 10:01 am by Charlotte Brown.

ROLL CALL

MEMBERS PRESENT: Charlotte Brown  
Jay Earp  
Ryan Landers  
Barbara McNally  
Shivani Rani  
Taron Epps  
Larry Wolcott

MEMBERS ABSENT: Mike Woodhams  
Sarah McElroy  
Debra Porter  
Tom Zigler

ALSO PRESENT: Madison Aust, Recording Secretary  
Jonathan Stone Senior Transportation Planner  
Christina Ryans-Huffer, Administrative Assistant II Planning  
Candace Smith, Transportation Planner I

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**2. Verify posting of meeting.**

The meeting was posted on July 10, 2023 at 9:24 am by Kobe Humble.

**3. Introductions.**

**Business**

**4. Consider recommending the Transportation Policy Board approve the updated Memorandum of Understanding between the Oklahoma Department of Transportation and the Lawton Metropolitan Planning Organization.**

Transportation Technical Committee  
July 11, 2023

Stone stated ODOT has revised this memorandum of understanding when the Policy Board revised their bylaws. And we are just waiting on approval. I don't believe any of the document has changed, they just changed the section on the bylaws.

Earp stated motion to approve.

Wolcott stated second.

Brown asked we have a motion and a second, any discussion or debate?

Landers stated it's not necessarily a discussion on this item we going to do a memorandum between the LMPO and the City Transit Trust?

Stone responded that's on actually on both agendas today.

Brown stated no, the Transit Trust and the City of Lawton is on today. The MPO and the City of Lawton is what the contract. (cannot discern audio multiple people are talking at the same time)

Landers stated we can talk about that later.

Brown stated that was approved at the last meeting.

Landers asked would you be able to send me a copy of that?

Brown responded yes; we can send you a copy. We will get a copy of the executed document from them, and we will get that to you. Any other discussion?

**Motion by Earp, Second by Wolcott**, to approve to recommend to the Transportation Policy Board approve the updated Memorandum of Understanding between the Oklahoma Department of Transportation and the Lawton Metropolitan Planning Organization. **Aye:** McNally, Landers, Epps, Wolcott, Earp, Rani, Brown **Nay:** None **Motion Passed**

**5. Consider recommending to the Transportation Policy Board approval of a letter to the Oklahoma Department of Transportation stating the LMPO's choice to support the target numbers established by ODOT for Pavement Condition, Bridge Condition, and System Performance, and recommend authorizing the Director to sign.**

Stone stated this letter just states the LMPO continues to support of ODOT standards for these performance measures instead of creating our own standards. This helps us out because of the size of Lawton. If there was a sudden issue with any of these items, it could put us out of compliance for this, so this way it will lump us in with the state. And we do not have to create our own standards as well.

Brown asked any questions?

Landers stated move to approve.

McNally responded second.

Brown stated any discussion or debate.

**Motion** by Landers, **Second** by McNally, to approve to commend the Transportation Policy Board approval of a letter to the Oklahoma Department of Transportation stating the LMPO's choice to support the target numbers established by ODOT for Pavement Condition, Bridge Condition, and System Performance, and recommend authorizing the Director to sign. **Aye:** Rani, Epps, Earp, Landers, Wolcott, Brown, McNally **Nay:** None **Motion Passed**

**6. Consider recommending the Transportation Policy Board accept the Fleet Transition Plan from Kimley-Horn & Associates and consider recommending the Transportation Policy Board forward the plan to the Lawton City Council for consideration.**

Stone stated we have a copy of the fleet transition plan from the consultant. Ryan, do you want to talk about it a little?

Landers stated a little about the background before the transition plan, any of these future grants that FTA puts out a main requirement is to have a transition plan in order to apply for any of these federal grants. So, we have this document now so we can go after those grants. It's kind of a guide on how long it's going to take to transition to low to zero emission.

Brown stated we go through the CNG hybrid battery and full electric.

Landers stated yes.

Brown stated they go through all the steps we could take to transition to that. This is part of the Master Transportation Plan that HTG is working on. Any questions? Can I get a motion.

Earp asked I have a question, the funding that we are paying Kimberly Horn is secured and available?

Brown responded yes; we actually just made the final payment to them.

Epps stated motion to approve.

Rani stated second.

Brown stated we have a motion and a second, any discussion or debate.

**Motion** by Epps, **Second** by Rani, to approve the Transportation Policy Board accept the Fleet Transition Plan from Kimley-Horn & Associates and consider recommending the Transportation Policy Board forward the plan to the Lawton City Council for consideration. **Aye:** Landers, Rani, McNally, Epps, Wolcott, Brown, Earp **Nay:** None **Motion Passed**

**7. Reports or Comments.**

McNally stated terminal is still chugging along. We've got about five more months before the boarding gates open. And if you haven't gone out there just to drive by it changes the whole profile of the building. It is so cool.

Transportation Technical Committee

July 11, 2023

Brown stated okay. Jay?

Earp stated ODOT is still working on the overlay between here and Cache. Sorry for any delays on that. Hope to have that finished up this month. And we left a project yesterday to work on the project on I-44, I call it the northbound over Carver and Railroad street bridge, it has a few deck problems. That will cause some traffic tie ups whenever we start that and probably get about 3 months before they start. And finally, one of our maintenance projects fixed some concrete on the off ramp from Cache Road southbound to westbound off ramp to Cache Road, I don't know if you all saw some hiccups there or delays.

Brown stated I didn't see any or hear anything about that. I saw the road closure and that stuff right there, but I never saw any backups or anything.

Earp stated there were a couple of bad concrete panels there that were rough as you got off the ramp. Hopefully they will stay. That completes my report.

Brown asked Larry.

Wolcott responded just a heads up on a road closure that we will have. We're starting a road project on Bishop Road between 67<sup>th</sup> and 82<sup>nd</sup> starting on that next week. It will probably run roughly about 90 days.

Brown stated Mr. Epps?

Epps responded there will be a new Chamber President August 1<sup>st</sup>.

Brown asked John Michael. Does he go by John Michael or John?

Epps responded I have no idea.

Brown stated you can bring him to our August 1<sup>st</sup> meeting. As far as Planning I received the draft scope and contract for the Land Use Plan back the other day, we are going through it I think we are missing a few things, so we will get back with them. We are going to start negotiations this afternoon with Wendel for the Transfer Center. They have asked us to put the site selection as an option in the contract not as something they are going to do, unless we decide to exercise that option, because they want to make the decision really before, Transit Trust wants to make the decision on a location. Which they always will. They have always been the final say in everything. There have been questions from some of the Council about that. I will not be here at the next meeting I am off that week so Jonathan will be in charge.

Earp asked for the next Tech and Policy do we have a full agenda or could be cancel it?

Stone responded I think we have two or three items on there I don't know if they can be delayed or not, I will have to look.

Landers stated the only thing would be the MTP contract.

Brown responded but that won't come through here. That will go up straight to Transit Trust.

Stone stated the Land Use Plan contract with the MTP, and an amendment to the UPWP (cannot discern audio)



Transportation Technical Committee  
July 11, 2023

Brown stated we will see what we've got because you have posting notice on that. It's not going to be a very long meeting. Right now, there is probably only about two or three items on there, but we have to post notice for the UPWP amendment. We had already decided to start that on Friday. More than likely, we will have a meeting, but it should be fairly short and sweet. We should have all of our claims done as well so the audit can start as soon as Susan is ready for that. That's all I've got.

## **8. Adjournment**

**Motion** by Earp, **Second** by McNally, to adjourn the meeting. **Aye:** Brown, Earp, McNally, Rani, Epps, Wolcott, Landers **Nay:** None **Motion Passed**

With no further business the meeting was adjourned at 10:15 am.



**TRANSPORTATION TECHNICAL COMMITTEE AGENDA ITEM COMMENTARY**

**ITEM TITLE:** Consider recommending to the Transportation Policy Board approval of a Resolution adopting Amendment No. 1 to the Fiscal Year 2024 Unified Planning Work Program for the Lawton Metropolitan Planning Organization.

**INITIATOR:** Charlotte Brown, LMPO Director

**STAFF INFORMATION SOURCE:** Charlotte Brown, LMPO Director  
Jonathan Stone, Assistant LMPO Director

**BACKGROUND:** The Unified Planning Work Program (UPWP) outlines the objectives to be achieved and the products resulting from each work task as well as anticipated funding. The FY 2024 UPWP was approved on June 27, 2023.

Amendment 1 to the FY24 UPWP outlines the funding for the 5303 Transit Planning Grant under Element 3.

The Transportation Policy Board will consider Amendment 1 to the FY 2024 UPWP at its August 1, 2023, meeting.

**EXHIBITS:** Resolution No. 23-\_\_\_\_\_  
FY 2024 UPWP Amendment No. 1 Draft

**KEY ISSUES:**

**FUNDING SOURCE:** 80% ODOT/20% COL.

**RECOMMENDED ACTION:** Recommend to the Transportation Policy Board approval of Resolution No. 23-\_\_\_ adopting Amendment No. 1 to the Fiscal Year 2024 Unified Planning Work Program for the Lawton Metropolitan Planning Organization.



RESOLUTION NO. 2023-\_\_

A RESOLUTION ADOPTING AMENDMENT NO. 1 TO THE FISCAL YEAR 2024 UNIFIED PLANNING WORK PROGRAM.

WHEREAS, the Fiscal Year 2024 Unified Planning Work Program was approved on June 27, 2023; and

WHEREAS, the Fiscal Year 2024 Unified Planning Work Program is a detailed program of work to be carried out by the Lawton Metropolitan Planning Organization and identifies the funding for each work category; and

WHEREAS, the Oklahoma Department of Transportation has notified the LMPO of the available funds for the 5303 Grant; and

WHEREAS, the LMPO Staff has allocated the 5303 funds for projects in the LMPO boundary; and

WHEREAS, the Fiscal Year 2024 Unified Planning Work Program needs to be amended to include the 5303 Grant funds.

NOW, THEREFORE, BE IT RESOLVED by the LMPO Transportation Policy Board that:

1. Amendment No. 1 to the Fiscal Year 2024 Unified Planning Work Program be adopted adding the 5303 Grant funds.

PASSED and APPROVED by the Transportation Policy Board this 1<sup>th</sup> day of August, 2023.

\_\_\_\_\_  
STANLEY BOOKER, CHAIRMAN

\_\_\_\_\_  
CHARLOTTE BROWN  
MPO DIRECTOR

Approved as to form and legality this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
City Attorney



# LMPO



**FY 2024**

DRAFT Amendment 1

**Unified  
Planning  
Work  
Program**

This report was prepared by the Lawton Metropolitan Planning Organization (LMPO) and was financed in part through the United States Department of Transportation funds (Federal Highway Administration Planning and Federal Transit Administration Section 5303) and in part through local matching funds provided by the City of Lawton. The contents of this document are the responsibility of the LMPO. The United States Government and its agencies assume no liability for the content of this document or for the use of the contents.



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# FY 2024 UPWP

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## I INTRODUCTION

The Unified Planning Work Program (UPWP) for the Lawton Metropolitan Area Transportation Study (LMATS) area identifies transportation planning activities to be undertaken during Fiscal Year (FY) 2024. The objective of the UPWP is to ensure the Lawton Metropolitan Planning Organization's (LMPO) transportation planning process meets 23 CFR Part 450 and 49 CFR Part 613. The UPWP is developed by the LMPO in collaboration with ODOT and LATS.

The Federal Highway Administration and Federal Transit Administration Offices of Planning have jointly issued Planning Emphasis Areas (PEAs) for MPOs to identify work tasks associated with planning emphasis areas:

- The LMPO has established performance measures for fatality rate, serious injury rate, and non-motorized fatality and serious injury rate; pavement condition, bridge condition, and system performance; and transit performance measures.
- The LMPO has recently conducted a study on zero emission transit vehicles that includes a transition plan for the Lawton Area Transit System.
- The LMPO has added Element 8 to the UPWP to cover complete streets planning activities, the project for FY24 will be to identify gaps in the existing and planned active transportation networks.
- Models of Regional Planning Cooperation – Promote cooperation and coordination across MPO boundaries where appropriate to ensure a regional approach to transportation planning.
- The LMPO has coordinated with the Lawton Economic Development Corporation to study the feasibility of a freight route connecting the West Lawton Industrial Park to US 62 and I-44. This connection is now planned to be constructed in FY25.
- Ladders of Opportunity – Promote access to essential services as part of the transportation planning process and identify transportation connectivity gaps which, when addressed, will improve access to essential services.

## II MPO

Federal law requires the governor of each state to designate any urbanized areas within the state with a population of 50,000 or more as a Metropolitan Planning Organization (MPO). The Infrastructure Investment and Jobs Act (IIJA) required the membership of MPOs to consist entirely of local elected officials, officials of public agencies that administer or operate major modes of transportation in the metropolitan area, and appropriate State officials.

### Transportation Technical Advisory Committee

The Transportation Technical Advisory Committee coordinates transportation issues at the technical level and provides technical advice to the Policy Board.

The functions of the Technical Advisory Committee include the following:

1. Present transportation agenda items to various agencies;
2. Receive presentations from various agencies;
3. Review the Transportation Improvement Program (TIP);

## FY 2024 UPWP

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4. Review transportation plans and studies;
5. Make recommendations to the Transportation Policy Board;
6. Review transportation issues at the request of the Policy Board; and
7. Review the UPWP.

### Transportation Policy Board

The Transportation Policy Board (TPB) has been designated as the MPO for the Lawton metropolitan area and is the final approval authority for transportation planning. The Board reviews and approves the overall work program and makes policy determinations concerning the transportation plan and the transportation improvement program. The functions of the Policy Board include the following:

1. Develop and maintain a comprehensive transportation planning program in conformance with 23 CFR Part 450 and 49 CFR Part 613;
2. Develop and approve all policy procedures for transportation planning in the LMA;
3. Review and approve the Transportation Plan and the TIP;
4. Ensure that established Public Participation Process is carried out appropriately for all major transportation activities;
5. Establish and revise the metropolitan area boundary as required by law;
6. Prepare certifications; and
7. Review and approve the UPWP.

The current memberships of the Technical Advisory Committee and Policy Board are found in Appendix B.

### Lawton Metropolitan Area Transportation Study Boundary

The Lawton Metropolitan Area Transportation Study (LMATS) area is the geographic area in which the metropolitan transportation planning process required by 23 CFR Part 450 and 49 CFR Part 613 must be carried out. The LMATS area is basically bounded to the north by Rogers Lane/US 62, to the east by 90<sup>th</sup> Street, to the south by Coombs Road and to the west by Deyo Mission Road. Appendix A provides a map illustrating the LMATS area.

## **III PLANNING FACTORS**

The LMPO performs its activities under the guidance of federal planning factors. These planning factors are reflected in the tasks and work products listed under individual work elements of the UPWP.

Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21) was signed into law on July 6, 2012. MAP-21 created a streamlined, performance-based, and multi-modal program to address challenges such as improving safety, maintaining infrastructure, reducing traffic congestion, improving efficiency of the transportation system and freight movement, protecting the environment, and reducing delays in project delivery. MAP-21 enhanced the transportation planning process incorporating performance goals, measures, and targets into the process of identifying needed transportation improvements and project selection.

On December 4, 2015, Fixing American's Surface Transportation Act (FAST Act) was signed into law. FAST Act continued the provisions of MAP-21 and added two planning factors. FAST Act is the first law enacted in over ten years that provides long-term funding for surface transportation. FAST Act made changes and reforms to many Federal transportation programs, including streamlining the approval processes for new transportation projects, providing new safety tools, and establishing new programs to advance critical freight projects.

## FY 2024 UPWP

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The Infrastructure Investment and Jobs Act was signed into law on November 15, 2021. The IIJA mandates that MPOs must use 2.5% of their Planning grant funding to develop and adopt complete streets policies, active transportation plans, transit access plans, transit-oriented development plans, or regional intercity rail plans. The IIJA contains a new provision granting cities authority to apply an approved design guide of their choice to federally-funded projects on locally-owned streets.

### **IV TRANSPORTATION PLANNING PRODUCTS**

The metropolitan transportation planning process results in the development of metropolitan planning products, including the UPWP, the MTP, the TIP, and the PPP. Details of these products are provided below.

Unified Planning Work Program (UPWP). The UPWP is one element of the transportation planning process that the LMPO is responsible for developing during each fiscal year. The purpose of the UPWP is to provide guidance for the comprehensive, continuing and coordinated approach to transportation planning. Each year, the UPWP is developed through a collaborative process involving LMPO staff, Lawton Area Transit System (LATS), Oklahoma Department of Transportation (ODOT), and the Oklahoma division of the Federal Highway Administration (FHWA). Before its submittal to the ODOT, the UPWP is reviewed by the TTC and adopted by the LMPO.

The UPWP is based on the transportation planning priorities of the area and also federal planning factors and federal emphasis areas. The UPWP lists all work to be addressed in a given fiscal year and identifies revenue sources. The FHWA, FTA, and the ODOT Planning Division must approve the budget and statement of work in the UPWP in writing by June 30<sup>th</sup>, before costs may be incurred for the new fiscal year.

Metropolitan Transportation Plan (MTP). The MTP is the centerpiece of the metropolitan transportation planning process. The LMPO has developed a number of long range transportation plans since its inception. The current MTP identifies transportation improvements through the year 2045 and articulates transportation goals, objectives and strategies. This Plan is financially constrained and reflects only funding that is currently available or can reasonably be expected to be available during the plan's time frame.

Transportation Improvement Program (TIP). The TIP is a prioritized list of transportation projects proposed for implementation during the next four years. ODOT and the MPO update the TIP in a collaborative effort. The TIP is important because no federally funded transportation project can be implemented unless it appears in the TIP and in the 2045 Metropolitan Transportation Plan. The TIP includes projects on the Interstate, Freeways, Arterials and Collectors. Also included are safety, transportation enhancement, and transit projects. Transit projects for FTA Section 5310 funding are submitted by the Oklahoma Department of Transportation Office of Mobility and Public Transit.

Projects included in the TIP must be consistent with the MTP, and the TIP is required to be financially constrained in each year of the program. This means that the funding identified for transportation projects in a given year must be equal to the amount reasonably expected to be available under existing federal, state and local programs. Prior to adoption of the TIP (or amendment) the LMPO provides an opportunity for public review and comment and holds a public hearing. A project utilizing federal transportation funds may not proceed unless it is included in the TIP. Amendments and revisions of the TIP may occur at any time during the fiscal year.

## FY 2024 UPWP

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Public Participation Process (PPP). The Infrastructure Investment and Jobs Act (IIJA) requires citizen participation to occur throughout all stages of federally funded projects. Public participation provides citizens, affected public agencies, private providers of transportation and other interested parties reasonable opportunity to comment, participate in goal-setting, problem solving, and expand the focus of transportation decision making. In addition, the IIJA requires transportation agencies to develop and implement a proactive approach to ensure that transportation services are extended to those traditionally underserved.

Private developers and other governmental entities such as Tribal and US Department of Defense play a major role in land use development and the transportation infrastructure. The LMPO recognizes this role and encourages private sector and governmental participation in MPO projects and programs as required by the IIJA. The LMPO encourages participation of projects under consideration by providing agenda notice to tribal governments. Secondly, the LMPO ensures that programmed projects, invitation to bid and requests for proposals are advertised in the local newspaper and on the website at [www.lawtonmpo.org](http://www.lawtonmpo.org). Planning documents and LMPO meeting agendas and information are available at [www.lawtonmpo.org](http://www.lawtonmpo.org).

### **V LMPO FY 2024 PLANNING PRIORITIES**

As required in 23 CFR 450.308 (c), the MPO "...shall develop a UPWP that includes a discussion of the planning priorities facing the Metropolitan Planning Area (MPA)." The FY 2024 planning priorities are reflected in the various elements of this document. The major products or activities in this fiscal year will include:

1. Hire and monitor consultant for the travel demand model for the 2050 MTP;
2. Monitor consultant for a Transit Master Plan;
3. Analyze pedestrian facilities to include pedestrian crossings;
4. Study of parking in the downtown area;
5. Support ODOT performance measure targets;
6. Continue the public awareness campaign for air quality;
7. Monitor consultant for a Traffic Flow Improvement Study to include construction of improvements;
8. Continue the bicycle safety education campaign.
9. Hire and monitor consultant for a Land Use Plan

These activities will aid in addressing the transportation planning needs of the study area. The UPWP elements will address how these priorities will be accomplished.

#### Status of Transportation Planning Activities Update

In the past fiscal year, all federal and state transportation planning requirements applicable to the LMPO were met by the LMPO. In addition, a number of other projects that were essential to the transportation planning process were completed. These projects include:

- ✓ *Developed the Fiscal Year 2024 Unified Planning Work Program;*
- ✓ *Finished working with a consultant for a study on zero emission transit vehicles;*
- ✓ *Developed and executed the air quality education program in cooperation with local media and the LMPO Air Quality Stakeholders Advisory Committee;*
- ✓ *Continued the education program for bicycle safety;*
- ✓ *Coordinated with the LATS General Manager, the consultant, and the City Transit Trust on the design concept and construction plans for a multi-modal transportation center and hub;*
- ✓ *Continued working with a consultant for the Transit Master Plan*

## FY 2024 UPWP

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### Funding

Funding of the transportation planning process for the LMATS is from three sources: FHWA PL fund, FTA Section 5303 fund, and the local match. Federal funds will reimburse up to 80% of eligible work effort (identified in the UPWP) and the remaining 20% of the funding is provided by the City of Lawton. Through FHWA, ODOT receives federal State Planning and Research (SPR) funds in the amount of \$15,000 for the LMATS area. Based on an agreed distribution formula involving ODOT, ACOG, and INCOG, the LMPO Fiscal Year 2024 PL funds are \$149,520 plus carryover from previous years in the amount of \$196,623 and an additional \$3,857 set aside for Safe and Accessible Transportation options that do not require a local match. For FY 2024 the LMPO is applying for \$350,000 in PL funds. Funding for Section 5303 transit planning for FFY23 is \$75,000, and we have budgeted \$50,000 for FFY24 out of the total \$188,754 allocated from the FFY20-23 apportionment. The LMPO also applied for \$150,000 in Congestion Mitigation and Air Quality (CMAQ) funds. Total federal funds applied for is \$550,000. Tables 1 and 2 illustrate the source of funding. There are Memoranda of Understanding (MOU) between the LMPO and the City of Lawton detailing the amount of local match and responsibilities.

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FY 2024 UPWP

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**Table 1: FHWA PL & FTA Section 5303 & CMAQ Budget Summary**

	PL Funds	5303 Funds	CMAQ Funds	City Match	SPR	TOTAL
Personnel	\$ 117,920	\$ 14,800	\$ 15,200	\$ 36,015	\$ 15,000	\$ 198,935
Equipment & Supplies	\$ 5,200	-	\$ 6,000	\$ 2,800		\$ 14,000
Printing, Media	\$ 31,600	-	\$ 24,800	\$ 14,100		\$ 70,500
Contractual	\$ 186,880	\$ 33,600	\$ 104,000	\$ 81,120		\$ 405,600
Travel & Training	\$ 8,400	\$ 1,600	\$ 0	\$ 2,500		\$ 12,500
<b>TOTAL</b>	<b>\$ 350,000</b>	<b>\$ 50,000</b>	<b>\$ 150,000</b>	<b>\$ 136,535</b>	<b>\$ 15,000</b>	<b>\$ 701,535</b>

Source: LMPO

DRAFT

## FY 2024 UPWP

**Table 2: Fiscal Year 2024 Total Budget, Including Federal, State and Local Sources**

PL	5303	Project	PL Funds	5303 Funds	CMAQ	City Match	SPR*	TOTAL
1.0	44.21.00	Program Support & Administration	\$ 66,277	\$ 1,600		\$ 16,969	\$ 15,000	\$ 99,846
2.0	44.22.00	Data Collection & Information	\$ 14,650	-		\$ 3,662		\$ 18,312
3.0	44.24.00	Short Range Transit Planning – System	-	\$ 48,400		\$ 12,100		\$ 60,500
4.0		Long Range Transportation Planning	\$ 241,851	-		\$ 60,462		\$ 302,313
5.0	44.25.00	Transportation Improvement Program	\$ 4,493	-		\$ 1,123		\$ 5,617
6.0		Air Quality Program/ Projects		-	\$ 150,000	\$ 37,500		\$ 187,500
7.0	44.27.00	Public Participation	\$ 18,872	-		\$ 4,718		\$ 23,590
8.0		Complete Streets **	\$ 3,857	-				\$ 3,857
		<b>TOTAL</b>	<b>\$ 350,000</b>	<b>\$50,000</b>	<b>\$ 150,000</b>	<b>\$ 136,535</b>	<b>\$ 15,000</b>	<b>\$ 701,535</b>

Source: LMPO

\*SPR - State Planning & Research Funds Included

\*\* Element 8 "Complete Streets" is composed of the 2.5% of the PL funds that are set aside for Complete Streets Planning Activities and is funded at 100%



## **ELEMENT 1.0 - PROGRAM SUPPORT & ADMINISTRATION**

**OBJECTIVE:** Management and monitoring of the transportation planning process. Compliance with administrative, financial, and legal requirements for maintaining a continuous, cooperative and comprehensive transportation planning process.

**TASK DESCRIPTION:** The purpose of this element is to ensure that the accounting and management functions necessary to maintain the efficient and effective planning activities outlined in the FY 2024 UPWP are carried out. Further, this element provides the administrative support needed to manage and coordinate day-to-day LMPO transportation planning activities at the program level such as supervision of LMPO staff persons and contracted services.

The following products or activities will be the responsibility of the LMPO staff in cooperation with ODOT.

### Tasks:

- 1) **General Administration:** This task provides the basic framework for other tasks in the UPWP. Work items under this task include staffing, correspondence, record keeping, coordinating, providing technical support to the LMPO Policy Board and the Transportation Technical Committee, and serving as point of contact to FHWA, FTA, other agencies, and the local community. Activities include:
  - a) Prepare and submit monthly claims statement to ODOT,
  - b) Maintain financial records including an annual financial audit; the audit will be performed in accordance with 49 CFR 18.26, 49 CFR Part 90, OMB Circular A133,
  - c) Monitor Federal and State legislation related to transportation issues, analyze their impact on the LMATS area, respond to requirements, and provide pertinent information to the LMPO.
  - d) Prepare the annual agreements, memoranda of understanding, certification statements, Annual Listing of Federally Obligated Projects, etc., and coordinate with ODOT and LATS on the development of the UPWP.
  - e) Research and prepare grant applications.
- 2) **Training and Travel:** This task ensures adequate training of MPO staff using technical assistance available through the ODOT, National Highway Institute (NHI), FHWA, FTA, and other agencies.
- 3) **Supplies and Equipment:** Office supplies, equipment, and meeting room fees and supplies, website hosting.

## FY 2024 UPWP

Products and Schedule:

Product	Start	Complete	Staff Contact*	Estimated Hours
FY 2024 UPWP, Memoranda of Understanding, Annual Funding Agreements, Certifications	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter	PD STP TP	120
Audit	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	STP A	45
Annual Listing of Obligated Projects	2 <sup>nd</sup> Quarter	2 <sup>nd</sup> Quarter	TP	40
Grant Applications	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	STP TP	270
Administration tasks	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	PD STP TP A A3	900

\*PD – Planning Director; STP – Senior Transportation Planner; TP – Transportation Planner; A – Accountant, A3 – Admin Assistant 3, \*\*Consultant

**Table 3: Program Support & Administration Funding**

FUNDING SOURCE	FUNDING AMOUNT
PL Funds	\$ 66,277
FTA Section 5303 Grant Funds	\$ 1,600
City Match	\$ 16,969
SPR* (ODOT)	\$ 15,000
<b>TOTAL</b>	<b>\$ 99,846</b>

Source: LMPO

## **ELEMENT 2 - DATA COLLECTION & INFORMATION**

**OBJECTIVE:** Monitor changes in demographic characteristics and land use to ensure transportation projections are compatible with current patterns, local land use policies and provide required data for the transportation model.

**GENERAL DESCRIPTION:** This element provides for the collection and maintenance of data on metropolitan development patterns and demographic characteristics to support the long range planning process and the development of the transportation model; develop and maintain maps and database to support transportation planning activities. A database and map of transit shelters within the LMA will be completed. More data from the 2020 Census will become available over time which will require updating of databases.

The following products or activities will be the responsibility of the LMPO staff:

### Tasks:

- 1) Data Collection & Maintenance.
  - a) Collect and maintain databases that support the transportation planning process.
    - (i) Building permit data by TAZ.
    - (ii) Traffic count data and accident data.
    - (iii) Socio-economic information.
    - (iv) Collect operational and performance data of the transit system.
    - (v) Collect data on non-motorized travel including bicycle and pedestrian facilities.
- 2) Create and maintain database of transit shelters.
- 3) 2020 Census
  - a) Update databases as information from the 2020 Census is released.
- 4) Mapping & Graphics.
  - a) Prepare visual aids to be incorporated into transportation plans, studies or reports to support the transportation planning process,
  - b) Maintain electronic maps showing: traffic counts, accident data, speed limits, number of lanes, signalized intersections, traffic control signs, transit routes, bus shelter locations, sidewalk locations, bicycle and pedestrian routes, and traffic generator locations.

## FY 2024 UPWP

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Products and Schedule:

Product	Start	Complete	Staff Contact*	Estimated Hours
Data Collection/ Maintenance/Mapping	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	PD STP TP	425
Transit Shelter map	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	TP	35
2020 Census	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	TP	30

\*PD – Planning Director; STP – Senior Transportation Planner; TP – Transportation Planner; A – Accountant, A3 – Admin Assistant 3, \*\*Consultant

**Table 4: Data Collection & Information Funding**

FUNDING SOURCE	FUNDING AMOUNT
PL Funds	\$ 14,650
FTA Section 5303 Grant Funds	\$ 0
City Match	\$ 3,662
<b>TOTAL</b>	<b>\$ 18,312</b>

Source: LMPO

DRAFT

**ELEMENT 3 - SHORT RANGE TRANSIT PLANNING**

**OBJECTIVE:** The objectives of this task are to assist the Lawton Area Transit System to monitor public transportation needs and to identify and improve locations with operational deficiencies .

**GENERAL DESCRIPTION:** This element involves coordination between the transit management consultant, transit trust and other agencies to provide transit service to the community.

In 2021 the Lawton MPO hired a consultant to create a Transit Master Plan. This contract is ongoing and will be completed once a location for the transit transfer center has been selected by the City.

A consultant has been hired to develop a design concept and construction plans for a multi-modal transit center. The Transit Trust is reviewing options on location of the transit center. Staff will be researching funding for the construction of the transfer center and hub.

Staff will work with LATS General Manager to ensure the requirements of the Public Participation Plan are met as progress is made on the transfer center and hub and any route changes.

The following products or activities will be the responsibility of the LMPO staff:

Tasks:

- 1) Public Transit System.
  - a) Coordinate with LATS General Manager to ensure the MPO Public Participation Process meets applicable FTA requirements for public involvement and participation.
  - b) Oversee the management of transit system.
  - c) Manage bus shelter/bus bench contract.
  - d) Manage contract for the design concept and construction plans for the transit center and operations/maintenance site.
  - e) Continue to monitor consultant for a Transit Master Plan
  - f) Hire and monitor consultant for planning micro-transit zones

Products and Schedule:

Product	Start	Complete	Staff Contact*	Estimated Hours
Oversight of transit system	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	PD STP TP	160
Bus Shelters/Benches	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	PD STP	60
Design concept for transfer center/hub**	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	PD STP TP	75
Coordination on public involvement	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	STP TP	55
Transit Master Plan**	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	PD STP	10
Micro-transit zones plan	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	PD STP	60

\*PD – Planning Director; STP – Senior Transportation Planner; TP – Transportation Planner; A – Accountant, A3 – Admin Assistant 3, \*\*Consultant

## FY 2024 UPWP

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**Table 5: Short Range Transit Planning Funding**

<b>FUNDING SOURCE</b>	<b>FUNDING AMOUNT</b>
PL Funds	\$ 0
FTA Section 5303 Grant Funds	\$ 48,400
City Match	\$ 12,100
<b>TOTAL</b>	<b>\$ 60,500</b>

Source: LMPO

DRAFT

## **ELEMENT 4 - LONG RANGE TRANSPORTATION PLANNING**

**OBJECTIVE:** To develop policies and plans regarding transportation and transportation-related areas such as air quality, reducing congestion and preserving street network capacity.

**GENERAL DESCRIPTION:** The 2045 MTP was adopted in December 2019. Staff will monitor the implementation of the MTP. Staff will monitor a consultant for the 2050 MTP's travel demand model.

Staff has developed a bicycle safety education program targeted to adults and secondary school students. A bicycle safety education campaign directed toward all road users is ongoing. The media coverage of the new bicycle routes has been a success and will continue during this fiscal year.

The following products or activities will be the responsibility of the LMPO staff:

### Tasks:

- 1) MTP Administration.
  - a) Monitor implementation of the 2045 MTP and identify projects which have been implemented.
  - b) Analyze pedestrian facilities to include studying locations where pedestrian improvements are needed.
  - c) Evaluate projects based on Environmental Justice and Title VI criteria for disproportionate impacts and distribution of benefits on low-income and minority projects.
  - d) Prepare RFQ and hire consultant to develop the travel demand model for the 2050 MTP; begin gathering data for the plan update.
- 2) Report performance measure targets.
- 3) Perform study of parking in the downtown area.
- 4) Development.
  - a) Review development proposals to assure consistency with established development and transportation plans and policies.
- 5) Bicycle and Pedestrian Planning.
  - a) Continue bicycle safety education program for adults and secondary school students.
- 6) Participate in transportation-related committees and provide updates to the TTC and TPB.
- 7) Issue RFQ and hire and monitor consultant for 2050 Land Use Plan

## FY 2024 UPWP

Products and Schedule:

Product	Start	Complete	Staff Contact*	Estimated Hours
2045 MTP administration	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	PD STP TP	80
Monitor consultant for travel demand model for 2050 MTP work on MTP	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	PD STP TP **	320
Downtown Parking Study	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	TP	200
Monitor and report performance measure targets	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	PD STP TP	80
Monitor consultant for Land Use Plan	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	PD STP TP **	190
Analysis of pedestrian facilities	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	TP	80
EJ reviews on developments	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	PD	15
Bicycle Safety Education Program	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	STP TP	90

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**Table 6: Long Range Transportation Planning Funding**

FUNDING SOURCE	FUNDING AMOUNT
PL Funds	\$ 241,851
FTA Section 5303 Grant Funds	\$ 0
City Match	\$ 60,462
<b>TOTAL</b>	<b>\$ 302,313</b>

Source: LMPO



**ELEMENT 5 - TRANSPORTATION IMPROVEMENT PROGRAM**

OBJECTIVE: To develop, prioritize and schedule a program of transportation projects.

GENERAL DESCRIPTION: Identify transportation improvement projects recommended for advancement during the program period, prioritize the projects, and include realistic estimates of costs and revenues for the program period. This will enable the MPO to prepare annual recommendations and a planned program of transportation improvements drawn from the Metropolitan Transportation Plan (MTP). The FFY 2022-2025 TIP was adopted in October 2021, and amended in January 2022. The FFY 2024-2027 TIP will be prepared and adopted. Amendments will be processed throughout the fiscal year, as needed.

The following products or activities will be the responsibility of the LMPO staff.

Tasks:

- 1) Transportation Improvement Program.
  - a) Review and process TIP amendments as necessary
- 2) Developing the 2024-2027 TIP

Products and Schedule:

Product	Start	Complete	Staff Contact*	Estimated Hours
TIP Amendments	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	PD STP	65
FFY 2024-2027 TIP	1 <sup>st</sup> Quarter	1 <sup>st</sup> Quarter	PD STP	65

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**Table 7: TIP Funding**

FUNDING SOURCE	FUNDING AMOUNT
PL Funds	\$ 4,493
FTA Section 5303 Grant Funds	\$ 0
City Match	\$ 1,123
<b>TOTAL</b>	<b>\$ 5,617</b>

Source: LMPO

**ELEMENT 6 - CONGESTION MITIGATION AND AIR QUALITY**

OBJECTIVE: To support the LMATS area air quality program and public awareness campaign.

GENERAL DESCRIPTION: Continue the air quality awareness program to include participation in public events, ads on television, radio, and newspaper, and a bus wrap. This year the LMPO will hire a consultant for a traffic flow study and conclude the study on alternative fuels for transit.

The Zero Emission transit vehicle study was finished in FY23.

The following products or activities will be the responsibility of the LMPO staff.

Tasks:

- 1) Public Awareness.
  - a) Increase public awareness utilizing various techniques and encouraging public participation.
  - b) Participate in local and national events (e.g. Open Streets, bike rides and bike rodeos, run/walk/bike events, Try Transit Week, Ride Your Bike to Work Day)
- 2) Ozone.
  - a) Review daily ozone readings and related meteorological data and maintain electronic summary of readings
  - b) Notify LATS and City departments when air quality action days are issued by ODEQ in accordance with the City of Lawton policy.
  - c) Coordinate with ODEQ and KSWO-TV to identify contacts for maintaining continuous flow of information.
  - d) Monitor EPA’s proposed regulations for primary and secondary ozone and its impact to the study area.
- 3) Air Quality Offset Fee. CMAQ funds will be used to reimburse LATS on Air Action Days.
- 4) Traffic Flow Improvement Study to include construction of identified needs.
  - a) Hire and monitor consultant.

Products and Schedule:

Product	Start	Complete	Staff Contact*	Estimated Hours
Electronic Summary of ozone readings	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	TP	25
Public Awareness	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	STP TP	270
Try Transit Week Promotion	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter	STP TP	65
Air Alert Days	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	TP	15
Traffic Flow Improvement Study	2 <sup>nd</sup> Quarter	4 <sup>th</sup> Quarter	PD/TP	130

\*PD – Planning Director; STP – Senior Transportation Planner; TP – Transportation Planner; A – Accountant, A3 – Admin Assistant 3, \*\*Consultant

**Table 8: CMAQ Funding**

FUNDING SOURCE	FUNDING AMOUNT
CMAQ Funds	\$150,000
City Match	\$ 37,500
<b>TOTAL</b>	<b>\$187,500</b>

Source: LMPO

## FY 2024 UPWP

### ELEMENT 7 - PUBLIC PARTICIPATION

**OBJECTIVE:** To provide opportunities to engage the public in the transportation planning process.

**GENERAL DESCRIPTION:** Identify and enhance techniques to enable proactive public participation by the community in the LMATS planning process.

The following products or activities will be the responsibility of the LMPO staff.

Tasks:

- 1) Meetings: schedule meetings, make presentations, attend meetings, and prepare supporting documents and distribute (i.e., agenda item commentary, agenda, etc.)
- 2) Update mailing lists every six months and provide updated information as requested.
- 3) Website: Update and maintain LMPO’s website to include new information as it becomes available.
  - a. Complete a redesign of the website
- 4) Public Participation Process: Update the Public Participation Process.

Products and Schedule:

Product	Start	Complete	Staff Contact*	Estimated Hours
Updated PPP	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	PD STP A3	105
Updated PPP mailing list	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	TP A3	30
Updated LMPO website and website redesign	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	PD STP TP	75
Public meetings on transportation-related issues – preparation and attendance	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	PD STP TP A A3	370

\*PD – Planning Director; STP – Senior Transportation Planner; TP – Transportation Planner; A – Accountant, A3 – Admin Assistant 3, \*\*Consultant

**Table 9: Public Participation Funding**

FUNDING SOURCE	FUNDING AMOUNT
PL Funds	\$ 18,872
FTA Section 5303 Grant Funds	\$ 0
City Match	\$ 4,718
<b>TOTAL</b>	<b>\$ 23,590</b>

Source: LMPO

**ELEMENT 8 - COMPLETE STREETS PLANNING ACTIVITIES**

OBJECTIVE: To increase safe and accessible options for multiple travel modes for people of all ages and abilities.

GENERAL DESCRIPTION: Identify ways to increase safe and accessible options for all travelers, and ensure new transportation construction is safe and accessible for all.

The following products or activities will be the responsibility of the LMPO staff.

Tasks:

- 1) Identify gaps in active transportation networks to include infrastructure near transit stops.

Products and Schedule:

Product	Start	Complete	Staff Contact*	Estimated Hours
Identify gaps in active transportation networks	1 <sup>st</sup> Quarter	4 <sup>th</sup> Quarter	TP	110

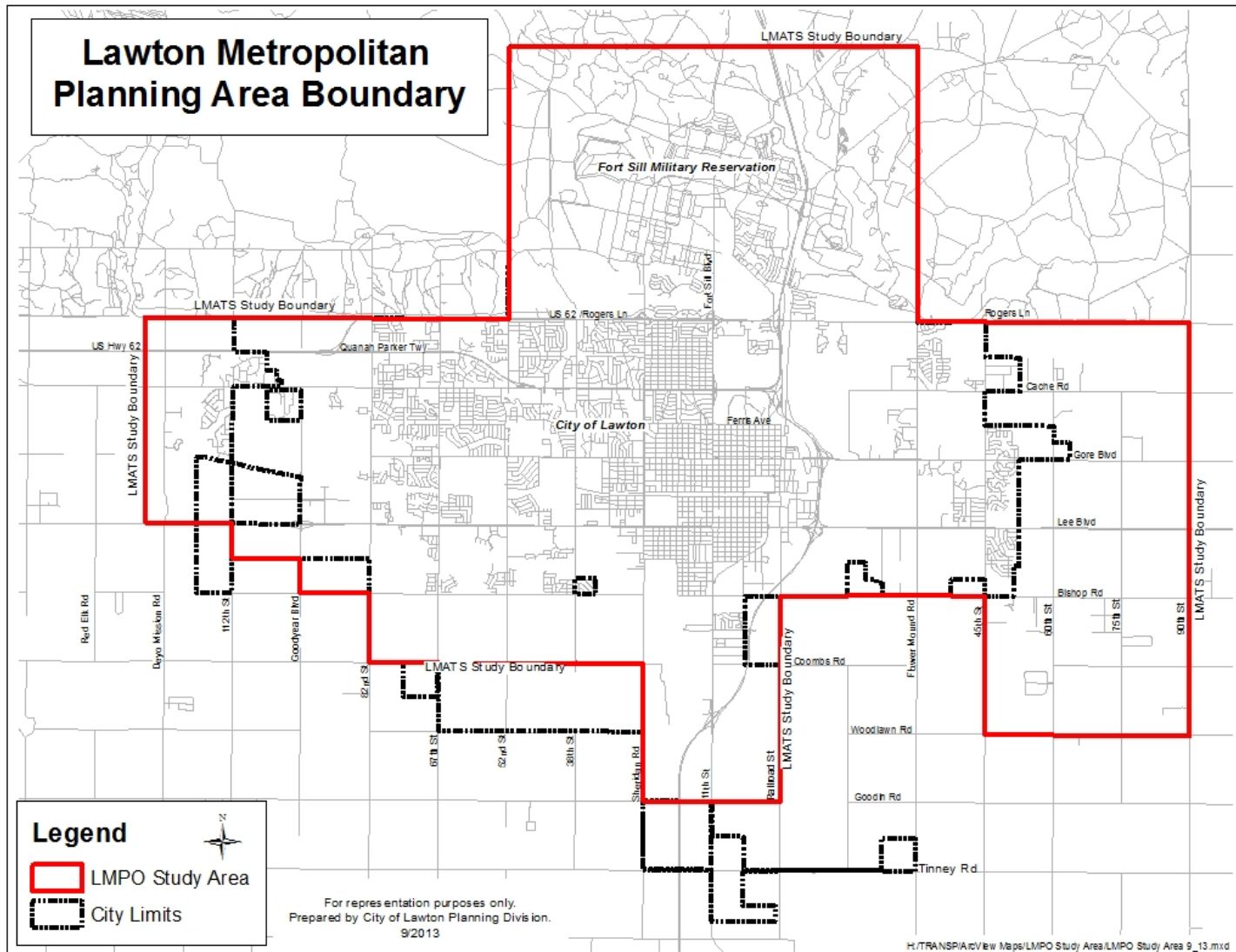
\*PD – Planning Director; STP – Senior Transportation Planner; TP – Transportation Planner; A – Accountant, A3 – Admin Assistant 3, \*\*Consultant

**Table 10: Complete Streets Planning Activities Funding**

FUNDING SOURCE	FUNDING AMOUNT
PL Funds	\$ 3,857
FTA Section 5303 Grant Funds	\$ 0
City Match	\$ 0
<b>TOTAL</b>	<b>\$ 3,857</b>

Source: LMPO

APPENDIX A: LMPO Boundary Map



## **APPENDIX B: LMPO Membership**

### **TRANSPORTATION TECHNICAL ADVISORY COMMITTEE MEMBERSHIP**

#### **Voting:**

City of Lawton, Director of Planning  
City of Lawton, City Engineer  
City of Lawton, Director of Public Works/Engineering  
Oklahoma Department of Transportation, Strategic Asset and Performance Management Division  
Oklahoma Department of Transportation, Division VII Engineer  
Oklahoma Department of Transportation, Transit Programs Division Manager  
Fort Sill, Director of Public Works  
Association of South Central Oklahoma Governments, Executive Director  
Lawton Area Transit System, General Manager  
Lawton - Fort Sill Regional Airport, Airport Manager  
Lawton Chamber of Commerce & Industry, Executive Director

#### **Non-Voting:**

Comanche Tribe, Transportation Director  
Apache Tribe, Transportation Director  
Kiowa Tribe, Transportation Director  
Federal Highway Administration Oklahoma Division Administrator  
Federal Transit Administration, Region VI

### **TRANSPORTATION POLICY BOARD MEMBERSHIP**

#### **Voting:**

City of Lawton, Mayor  
City of Lawton, Council (2 members)  
City of Lawton Transit Trust member  
Lawton - Fort Sill Regional Airport Authority, Chairman  
Comanche County Commissioner, Central District  
City Planning Commission, Chairman  
Oklahoma Transportation Commission, District Transportation Commissioner  
Oklahoma Department of Transportation, Division VII Engineer

#### **Non-Voting:**

Oklahoma Department of Transportation, Strategic Asset and Performance Management Division  
Federal Highway Administration Oklahoma Division Administrator  
State Senator, as determined by the State Senators representing Lawton  
Member, Oklahoma House of Representative, as determined by those members representing the LMA  
Federal Transit Administration Region VI  
Fort Sill, Commanding General, U.S. Army Field Artillery Center and Fort Sill

## List of Acronyms

3C	Continuing, Comprehensive, and Cooperative planning process
ADA	Americans with Disabilities Act
CFR	Code of Federal Regulations
CMAQ	Congestion Mitigation and Air Quality
CPC	City Planning Commission
FAST Act	Fixing America's Surface Transportation Act
FFY	Federal Fiscal Year
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
FY	Fiscal Year
IIJA	Infrastructure Investment and Jobs Act
LATS	Lawton Area Transit System
LMA	Lawton Metropolitan Area
LMATS	Lawton Metropolitan Area Transportation Study
LMPO	Lawton Metropolitan Planning Organization
MAP-21	Moving Ahead for Progress in the 21 <sup>st</sup> Century Act
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
MTP	Metropolitan Transportation Plan
NHS	National Highway System
PL	Transportation Planning
PPP	Public Participation Process
ODEQ	Oklahoma Department of Environmental Quality
ODOT	Oklahoma Department of Transportation
SPR	State Planning and Research
TAZ	Transportation Analysis Zone
TIP	Transportation Improvement Program
TPB	Transportation Policy Board
TTC	Transportation Technical Committee
UPWP	Unified Planning Work Program