



**TRANSPORTATION TECHNICAL COMMITTEE  
REGULAR MEETING  
May 7, 2024 @ 10:00AM  
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 February 6, 2024, March 5, 2024, and April 2, 2024, meetings**

**BUSINESS**

- 5. Consider recommending the Transportation Policy Board approve the Memorandum of Understanding between the Oklahoma Department of Transportation, the City of Lawton Transit Trust, and the Lawton Metropolitan Planning Organization for Transit Performance Measures.**
- 6. Receive Kimley-Horn's update on the status of the 2050 Metropolitan Transportation Plan and results of public involvement efforts to date and provide feedback.**
- 7. Reports or Comments.**
- 8. Adjournment.**

“The City of Lawton encourages participation from all of its citizens. If individuals with disabilities who require accessible alternative formats of the agenda and related meeting materials and/or auxiliary aids/services to participate in the meeting, notification to the City Clerk at (580) 581-3305 at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The City may waive the 48-hour rule if interpreters for the deaf (signing) or translation services for LEP individuals are not the necessary accommodation.”

MINUTES  
TRANSPORTATION TECHNICAL COMMITTEE  
3<sup>rd</sup> Floor Conference Room  
February 6, 2024

Minutes of the Transportation Technical Committee meeting held February 6, 2024, 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 9:35 am by Charlotte Brown.

ROLL CALL

MEMBERS PRESENT: Charlotte Brown  
Mike Woodhams  
Jay Earp\* came in after the meeting started.  
David Dold  
Devon Westbrook  
Barbara McNally  
Joseph Painter  
John Michael Montgomery\* came in after the meeting started.  
Larry Wolcott

MEMBERS ABSENT: Tom Zigler  
Ryan Landers

ALSO PRESENT: Madison Aust, Recording Secretary  
Jonathan Jernigan, Deputy Director of Community Services  
Candace Smith, Transportation Planner I  
Britany Gosney, LATS  
Sara Young, LATS  
Tim Pagett, Kimley-Horn  
Jonathan Whitehurst, Kimley- Horn

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**2. Verify posting of meeting.**

The meeting was posted on February 2, 2024 at 11:37 am by Mandye Gillespie.

**3. Introductions.**

**BUSINESS**

**4. Consider recommending to the Transportation Policy Board approval of a Resolution adopting Amendment No. 3 to the Fiscal Year 2024 Unified Planning Work Program for the Lawton Metropolitan Planning Organization.**

Stone stated this amendment removes the Land Use Plan from the UPWP, redistributes the hours assigned to Land Use Plan, and it removes some hours that were assigned to writing of the Metropolitan Transportation Plan and adds those to other projects while we are working on them.

Brown asked any questions.

Motion by Painter, Second by McNally, to approve recommending to the Transportation Policy Board approval of a Resolution adopting Amendment No. 3 to the Fiscal Year 2024 Unified Planning Work Program for the Lawton Metropolitan Planning Organization. **Aye:** Earp, Woodhams, Brown, Painter, Westbrook, McNally, Wolcott, Dold **Nay:** None **Motion Passed.**

**5. Consider recommending the Transportation Policy Board approve the updated amendment to the current Transit Master Plan contract with Hendrickson Transportation Group to reflect changes recommended by Legal.**

Brown stated We've already seen this. We sent it for legal review, and they had several changes that they wanted made and so we are bringing it back for reapproval based on Legal's changes since they that they did for the project, and this is for the micro transit.

Painter asked did they give a synopsis or was it minor stuff.

Brown responded it was legal language that their normal stuff that apparently wasn't in some original contract information. It was just clarifying, I guess there was an amendment if there was something in there that talked about an exhibit A, but there wasn't an exhibit A. So, we removed that, and then Legal just added some of their regular stuff, but this is for the micro transit study that we're attempting to do with Fort Sill.

Dold asked you said something about it's a partnership with Fort Sill.

Brown responded yes; we're trying to do a micro transit study to see how we can utilize micro transit on Fort Sill to help with some of the soldiers. And in fact, the transit trust is working on evening nighttime program to help assist getting soldiers back on base if they are unable to drive and stuff like that or if they just need transportation elsewhere.

McNally asked micro transit, is that like vans or vehicles.

Brown responded yes, more like an on-demand type of service but they'll have.

Painter stated we don't have a really good Uber.

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McNally stated listen, we don't have a good anything out of the airport. That last flight I have people stuck out there for hours before someone.

Painter stated no kidding.

McNally responded yes; they can't get an Uber. There's no cabs anymore. There used to be cabs parked out front and the cab business is just almost gone.

Brown stated I think we only have no company that is running.

McNally responded transportation is a big deal around here.

Painter asked are we part of this? Are we going to try to serve the airport too?

Stone responded this isn't just Fort Sill it's for other areas that aren't directly served.

Painter stated sounds like the airports desperate need.

McNally stated yes. you might keep that in mind because I get complaints a lot about not no availability in the evenings into that. Especially after that last flight you cannot get anybody to come out the airport to pick you up. And the car rentals, unless you have a reservation already, they're not going to be able to help you either.

Painter stated they are kind of tough here too.

McNally stated they are so short on vehicles. So just keep that in mind.

Brown stated yes. Our plan is to start out with Thursday, Friday, Saturday night service and then just kind of see how that goes and then we may expand as time goes on.

McNally responded those are the days also out at the airport and you've got graduating classes, you've got families that are coming in and again know the issue of transportation on the ground.

Dold asked And sorry to be a pain has this already been staffed like through Fort Sill.

Brown responded I know Ryan and his staff have talked to several of the commanders and through some of the legal people out there, in fact, I think they, well, last I heard they had sent a survey to the Legal department, but it's still stuck in the legal department out there.

Dold responded okay.

Brown stated we've been in discussions with them since at least November.

Dold asked can I ask who at Fort Sill.

Brown responded I'm not entirely sure, but we can get that information for you.

Dold stated I would just make it Sergeant Major Pearson; he's the Garrison Command Sergeant Major and he'd probably be a very good big advocate.

Brown stated okay.

Dold responded and I will go talk to him about this after the meeting.

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Brown stated if you want to also visit with our LATS representatives too, because you've been in on some of those meetings. I just don't remember who Ryan has visited with. That would be a good a good contact. Anything else?

**Motion by McNally, Second by Painter,** to approve recommending the Transportation Policy Board approve the updated amendment to the current Transit Master Plan contract with Hendrickson Transportation Group to reflect changes recommended by Legal. **Aye:** Earp, Westbrook, McNally, Painter, Dold, Wolcott, Brown, Woodhams,

**6. Receive a presentation of the draft final report for the Traffic Flow Study, consider recommending to the Transportation Policy Board acceptance of the draft final report, and provide feedback as necessary.**

Item was stricken from the agenda.

**7. Receive Kimley- Horn's Presentation of the project background and Public involvement plan for the 2050 Metropolitan Transportation Plan, answer discussion questions, and provide feedback.**

Received a presentation from Jonathan Whitehurst with Kimley-Horn.

Whitehurst asked what is your general reaction to the survey. Do you think good challenge people?

Painter responded I like it, but how many? What's your demographics on people that will actually. Yeah, there's certain folks that will, yeah, they will know how to use it following it. A younger, you know, like everything younger, there are the easier it is.

Whitehurst stated it is and I'll say we're doing a Long Range Transportation Plan for Pasco County in Florida and we did a similar survey with that group and we're getting good participation across kind of the demographic profile, but I think to your point, there's certain people that might you know, might not engage as well with this and so that's why when we ask like staff to review it or we can send this link to you all and you all can provide your input. I think the key especially on like the first screen is to use simple language so that, so the people aren't intimidated as they kind of get into it. I think there's that's also the reason that we put the mapping screen last is because you know, at that point, hopefully they've kind of got their feet underneath them in terms of taking the survey. The next thing, there's this finished button right here. And I think what Metroquest found is people would get to the end of the survey if there wasn't a finish button or a complete button. They wouldn't know what to do, but the next thing about Metroquest is as soon as you provide input on like the second screen that that data is already recorded. So this button actually doesn't do anything, it's a dummy button.

Painter stated it makes you feel better.

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Whitehurst responded it makes you feel better like you accomplished something. But at the end of the day, if you could close the survey without clicking that button, it's not going to matter.

Painter stated some people need to like just do half of it and we're getting some information.

Whitehurst responded we've captured whatever input that they provided. When we did Pasco County, their population for that MPO is about 600,000. I think we have maybe 1100 people take the survey and so I think that is if we could just get it out there a little bit and be kind of proactive with how we promote it, hopefully we'll get you know.

Painter asked and we put a button up there that has everybody vote that we'd like more money from ODOT.

Whitehurst responded we can certainly do that.

McNally asked how do they advertise this just to go on our website.

Brown responded yes, we'll put it on the website, out on Facebook, and Twitter all that. We'll have Caitlin do a PSA stuff, get it out to the paper, and all that too.

Painter asked is this only public engagement or will there be others.

Whitehurst responded this is the first kind of round of engagement. So, we're going to do another kind of online activity, we're going to be at the open streets event in April. One of the things that that Long Range Transportation Planning just doesn't get people excited, right? I mean that that's the biggest challenge that we face with these types of processes. I think if we were going to tell somebody that we're going to put a road near their neighborhood or in their neighborhood or like you can get people to engage in in that type of process when there's something in their mind that's continuous. Especially when you say something like 2050 people are like I've got other things to do. And so that's why when we think about the in-person events that we're going to do for this, we want to at that point have something for them to react to. So, we're not, you know.

Painter responded right. I'm just seeing some of these get a little unrealistic, you know what I mean. That's what we don't.

Whitehurst stated we were doing a project in Savannah, and it was a corridor study. And like the public was like, we just need to, you know, tunnel this road.

Painter responded right.

Whitehurst stated It doesn't seem like a viable solution. But you're right, I mean but that's why.

Painter stated that's your job keep it realistic.

Whitehurst responded we call it tradeoffs, right. The whole point of that is to let people know that there's a there's a finite amount of money that that we can spend on this. And I mean, if you think it would help tell the story we could say when we did this plan in 2045, we had, I don't know what the number is X million dollars to spend on transportation projects. The problem with that people don't people have sense of what \$100,000 will do.

Painter stated why did you do this? Why didn't you do that?

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Whitehurst responded yes. There's quite a few of opportunities for them to provide written comments. I mentioned the plan in Pasco County, Florida, there were I think, 1100 participants there was maybe 15,000 data points that came from the survey. So that's like every time somebody clicks on something, drops a pin, answers a question, drags the goal above the line. That's the data point.

Painter stated people mostly focus on streets or do they. You get a broad spectrum of mass transit? Bike trails?

Whitehurst responded It varies. What's interesting is if we go back to this screen. The way that we'll report these results back is in terms of like frequency of how often something was ranked in the top three, right as well as the intensity of the ranking itself. And so, the intensity would be when somebody drags it into the top three of the top five where is it ranked. Is it rank one? Is it rank two or rank three on average. Sometimes this happens a lot with public transportation. There's a gap between the frequency and the intensity, and often it tells us that not everyone thought that public transportation was important. But those people that chose to rank it thought it was so important that they put it #1 and so the intensity is really high, even if the frequency of ranking is a little bit low.

Painter asked are these the exact rankings you're going to use or where you going to use.

Whitehurst responded they're the goals that that we've drafted. I mean, it's draft so we can have a conversation about what we think about kind of those seven or if they would resonate with the public. Is that the concern?

Painter stated I'm just curious. I just didn't know if there was options to discuss it or not.

Brown stated we can always recommend changes to it if we want. This is the first survey, so there'll be another survey to come out again.

Painter stated it seems a little if you're trying from the general public, who doesn't really even know what we're up to you know those categories seem a little to high brow maybe. I don't want to insult any planners in the room, but to the planner planning kind of stuff, you know what I mean.

Whitehurst responded I know what you mean. And so, like you mentioned public transport got called out individually kind of among those. One approach that we've taken in in other places is to use like public transportation or bicycle and pedestrian kind of as categories so that people can weigh those on the screen.

Painter stated I think they need something maybe more like that.

Whitehurst responded yeah, we can. I'll revisit that and send it to you and staff and we kind of see kind of where.

Painter asked Jonathan what do you think.

Stone responded yes.

Westbrook asked would the intention be for those to be, say, the chapters of the MTP or just the kind of goals.

Whitehurst responded just kind of the goals and ideally they relate to some of the performance measures that would be you know in the plan as well.

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Pagett stated John, I don't know if you've ever done this before, but you don't always have to, right? You have one. Which were these higher goals? You have a second one which were actually your modes, maybe.

Whitehurst responded yeah, we could try and the thing to keep in mind is we only have five screens, right, and like if you added the second priority ranking. It's at the expense of one or the other two. Why don't I come up with like two or three options for this screen in terms of the categories. Yeah, I'll, yeah, I'll circle it back in and you can pick one of those and tell me of, you know, any change. Do you think that as we're talking about these tradeoffs.

Painter responded I like this one though. It helps us also know better, maybe what's public, willing to pick up the vote for something, right, and where do they want to spend their money.

Whitehurst asked is there a certain like a set percentage of funds that are just automatically allocated to maintenance or anything like that.

Painter responded a little bit, yeah. The maintenance repair roadway.

Whitehurst stated like if you think of like the transportation funding that that you're going to get through the MTP, there's like a certain percent (cannot discern audio)

Brown responded we have CIP funding that's set aside for roadway maintenance and stuff like that and then.

Painter stated but actually the runway maintenance is actually in the General Fund and various budget. We have some spot of roadway maintenance and most of our CIP's buildings stuff building bridges.

Whitehurst stated because we've got that repair existing roads is a lot of that, and I saw that I saw the headline in the paper. I don't know how recently that was about.

Painter responded that's mill and overlay.

Brown stated they are doing a bunch. I think they've got 40 streets identified, isn't that right Joe.

Painter responded its maintenance repair.

Wolcott stated identified.

Painter stated It's not a giant budget you know. We've got a lot of roads that need to be reconstructed and bridges.

Whitehurst stated any other thoughts about this. We've got a few questions that we, again, we just wanted to kind of use to do it all. So again, just spending a few minutes kind of talking through how many of you all were involved in the 2045 MTP? What is this group's expectations for the 2050 MTP, anything in particular?

Painter stated you found a bunch of free money.

Whitehurst responded alright, nothing like a little pressure. Going back to your comment earlier about kind of opportunities outside of what we would consider traditional.

(cannot discern audio)



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Whitehurst stated and we're not necessarily doing that, doing this for for this plan, but sometimes when we do longer expansion plans, we'll actually do some financial scenario planning within the MTP process to say that and a lot of times and I want to say the tax work, but a lot of times like if there's a tax that that is added to increase your transportation revenues.

Painter responded we call that propel.

Whitehurst stated but you know like that that you could kind of show what the increment of potential projects could be constructed if it was an additional revenue source.

Painter stated we need help with that for sure. You said that's not in your scope here.

Whitehurst responded no; we have not kind of included that kind of financial movement.

Painter stated we've been talking about that because that's the thing that gets us. Everybody's like that's a great idea go do that. Nobody's thought about how you're really going to finance.

Whitehurst asked and what about from like the transit or the airport are there specific expectations that you all have for the MTP.

McNally stated I don't really think so. I mean, the airport has its own master plan and that's usually incorporated you know, some elements of that are incorporated in the city's plan, but it usually stands alone.

Whitehurst responded sure. But I think to the conversation that we're having earlier, the connections that to the airport are probably not necessarily addressed in the airport master plan because that's a very site-specific approach. And so, I think that's something that, you know, made a note to kind of keep in mind.

McNally responded okay.

Whitehurst asked so the transit master plan where do things stand with that from a timing perspective.

Brown responded the transit master plan should be finalized in March. We'll be bringing that back because we've got it together. The transit trust, the first meeting in March.

Whitehurst stated that's great. I mean, as it relates to the, the interventions, coincidence or not, that was a good time.

Brown stated we were just notified the other day. They started the public comment or they're fixing to start the public comment period on that.

Whitehurst responded okay. Here's a fun question, so as someone who had not been to Lawton before until yesterday, how are things different now than they were five years ago? I know there was a global pandemic between the 2045 plan and the 2050, so by that you know that that had its own kind of implications. But I mean are things drastically different five years later they still kind of the same.

Wolcott stated I'd say they're really similar, but there's been a lot larger focus on pedestrian access across the city and a lot of sidewalk construction.

Painter stated we built a lot of sidewalks.

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Whitehurst stated that's something to make sure it gets typed or highlighted you know in in this plan, and I will say that just driving around yesterday and not having looked at any of the transit ridership numbers, there were a lot of people you know at the bus stops, and it seems like.

Brown stated ridership is back up, I think, because and we also we give LPS students free rides to school and stuff, too, so they so ridership is back up, I think pretty probably pretty close to pre COVID numbers isn't that if not more.

Painter stated we're getting more getting more roadway construction projects out the door also then the previous years.

Whitehurst asked what is behind the ability to kind of deliver those projects more now than in the past.

Brown responded they funded the PROPEL which put some roadway construction projects in there that's part of it. The Council that we have right now is very active and making sure things are happening.

Painter stated we have two major funding sources PROPEL and then AD Valorum.

Earp stated the industrial park on the West side of town, out by Goodyear, has landed a couple of big players now and are going to be increasing traffic.

Painter responded we've got some grants from the Commerce Department to rebuild the road out there by Goodyear. ODOT is building US 62 interchange.

Whitehurst stated that's good. So, 2050 sounds way to the future. What do you think the biggest changes are going to be?

Painter responded I want a magnetic lev train.

Whitehurst stated on the last screen of the survey, we asked people and it's a challenge like in one word, describe travelling in Lawton today and then use one word to describe the ideal vision for how people will move around Lawton 2050, and that's I think people are going to hyphenate flying cars and stuff like that when they answer that.

Painter stated folks' expectations on traffic is much different here than it is like the Oklahoma City Metric.

Whitehurst stated okay. Any other thoughts on this particular question?

Painter stated are you doing any signals. Because we're looking at all the signals in town right now trying to figure out the upgrades and manage those a little better. Did they comment much on signalization? Because we get a lot of comments about our problem.

Whitehurst stated sure. And I think from like a signal perspective and the MTP, is that like the 30,000-foot level, right? Yeah, so it it's not going to kind of drill down. I would suspect that like if you know when you drop a pin on the map, like if you dropped a road like pin or a congestion pin or whatever one of the questions that will ask what's the issue here and we use like traffic signal or kind of there. But I think when we think of corridor improvements within the context of the MTP it shouldn't and it can't be all about capacity.

Painter responded right.

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Whitehurst stated we need to identify a way that we can highlight some of those operational improvements. Last question money is no object what is like 1 project that you personally would complete. Is there that one project that you think man if we could just get this project constructed.

Painter responded personally it's just if we have enough money to do more roads. You know, just having enough funding to do the maintenance repair that needs to be done plus the reconstruction.

Whitehurst stated so in the earlier comment when you talked about the sidewalks there's been kind of an inconsistent or at least more sidewalk construction occurring like what drove that, and are those sidewalks being constructed from city funds or.

Painter responded well we have PROPEL, AD Valorum, and we have medical marijuana money we designated towards sidewalks. Council is really pushing sidewalks.

McNally stated there was very little walkability, especially around the junior highs and high schools. Kids are walking on the roads and cross the roads and that kind of stuff. So we've made it a lot safer with the sidewalks that we've installed in the last few years.

Whitehurst stated all right. So, I'll close with this, that online survey, it says launches this week. If we're going to make some edits in might be next week before that is live. I mentioned that that we're going to be in front of you all three more times we think that will be in April, June, and whatever month we bring the plan for you guys to recommend it for adoption. Our first deliverable of the state of the system briefing we're finishing up the data collection on that, but that will be coming out hopefully in the next three or four weeks, and then I mentioned another online survey and then our workshops in early June. Any other questions before I sit back down? Well, thanks again for letting me be in front of you all. And if you've got any questions just let us know.

Brown responded thank you, John.

## **8. Receive information from staff regarding project cost expenses to date.**

Stone stated at the last meeting we were asked to bring back an expenses paid on the Professional and Technical Services. The only project that we've actually written checks for this year so far is the traffic flow study, and that was on the second page. Those are the payments we have made.

Earp asked for the 130 budgeted, we paid 74603.

Brown and Stone responded yes.

Stone stated And the total amount of study will not reach the 130 because we anticipate starting another grant into this fiscal year.

Westbrook asked so you're going to begin another phase of the traffic flow study with EST.

Stone responded we will have to go out for bid again.

Painter stated EST just did that kind of corridor study right through there. It was kind of a planning study, I would say, which didn't offer up any solutions. It has a lot of data, but we are taking that data

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and using our traffic engineer and TEC. we're coming up with, we're looking at all the city's traffic signals, but that corridor right there, we're going to focus on maybe doing a project that shares what's doable or not doable. I was gone for a bit, right? I heard that they want to close the road. Does anybody know?

Brown responded they were talking about closing the median at Railroad and we told them no.

Painter stated well, that's impossible because the Firetrucks have to use that one.

Brown responded yes, that was the main one.

Painter stated I think it was somewhere west of second, like 6th and 7th or that doesn't ring a bell at all, okay.

Brown responded no. I think because the reason they are looking at right there at railroad is because it's a lot shorter than.

Painter stated it's a problem that intersection it doesn't.

Brown stated I know when we met with TEC, there was some discussion about a maybe a reroute, almost like a redesign of that area.

Painter responded yeah, we do need to refix the geometry, so we make it work better.

Brown stated yes.

## **9. Reports or Comments.**

Brown stated we're recommending approval on the UPWP to remove the land use plan. We will be actually taking that to the city. We found some funding in the city that we can use, so we will be just moving that over to the city's budget to do so. We're working forward with that. We're waiting on an updated agreement and stuff, so that won't come back to you guys and unless you want to be included. We can definitely include you guys in on some of the stakeholder meetings and stuff for that, because that would be a good input for you guys.

Woodhams stated I don't have much. We are still looking and waiting on FTA to approve the next round of 5303 grant funds and once that's done, we'll have an agreement with you guys to sign.

Brown responded okay good deal.

Dold stated I just say maybe we touch and touch base with our Public affairs officer about the survey and then that will help publish it on Fort Sill. The other thing is we do a Sill fax every month. In fact, it is happening right now and so we can take two minutes or 5 minutes or whatever, and maybe present, you know, do the five-minute overview of this at be the next Sill fax in March.

Painter stated do we send any information like utility bills about surveys like this.

Brown responded we can work with finance because I know they'll do. They're going to do some other things. So, we can work with Finance and have them put some language on or a flyer or something.

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Painter stated yeah, but like a flyer in a bill.

Brown responded yes, we can work on something like that.

Received a report from Jay Earp with ODOT.

Received a report from Barbara McNally with the Lawton Fort-Sill Regional Airport.

Received a report from Devon Westbrook with ODOT.

Brown asked John Michael do you have anything you want to report.

Montgomery responded just super excited you guys are doing all this fantastic work.

## **10. Adjournment.**

**Motion** by Painter, **Second** by Earp, to adjourn the meeting. **Aye:** Brown, Woodhams, Earp, Westbrook, McNally, Painter, Montgomery, Wolcott **Nay:** None **Motion Passed.**

**With no further business the meeting was adjourned at 10:48 am.**

MINUTES  
TRANSPORTATION TECHNICAL COMMITTEE REGULAR MEETING  
3<sup>RD</sup> Floor Conference Room  
March 5, 2024

Minutes of the Transportation Technical Committee meeting held March 5, 2024, in the 3<sup>RD</sup> Floor Conference Room, 212 SW 9<sup>th</sup> Street Lawton, Oklahoma 73501.

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  
Mike Woodhams  
Ryan Landers  
Devon Westbrook  
Joseph Painter  
David Dold  
Larry Wolcott  
Tom Zigler

MEMBERS ABSENT: Barbara McNally  
Jay Earp  
John Michael Montgomery

ALSO PRESENT: Madison Aust, Recording Secretary  
Jonathan Stone, Senior Transportation Planner  
Candace Smith, Transportation Planner 1  
Jonathan Jernigan, Deputy Director Community Services

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**2. Verify posting of meeting.**

The meeting was posted on March 1, 2024 at 4:00pm by Tammy Branstetter.

**3. Introductions.**

**4. Approval of minutes of the November 14, 2023, and December 5, 2023 meetings.**

**Motion** by Painter, **Second** by Zigler, to approve the minutes of the November 14, 2023, and December 5, 2023 meetings as written. **Aye:** Woodhams, Landers, Painter, Wolcott, Zigler, Brown **Abstain:** Dold, Westbrook **Nay:** None **Motion Passed.**

## **BUSINESS**

### **5. Receive a presentation of the draft Lawton Transit Master Plan and provide feedback as necessary.**

#### **Received a presentation of the Draft Lawton Transit Master Plan from Ryan Landers with Hendrickson Transportation Group Lawton.**

Painter stated I haven't heard anything yet about drainage or anything.

Brown responded I will follow up on that.

Landers stated I think at the next, they're supposed to have most of that done by the 15th. I think cost and everything.

Brown stated I need to send them an e-mail on that square piece too.

#### **Landers continued the presentation.**

Painter asked is there a ..., internally, ... the police building that we're building a new one. Is there any kind of reciprocal funding for?

Brown responded I've asked Wendell to look into that. It's the relocation expenses and stuff, but I've also heard that the manager has ideas on how that's going to be funded.

Painter responded okay.

Landers stated you can't put that into our, like an FTA grant, if.

Painter stated part, if this, and a new police station. I mean not a new station. The new location.

Brown responded yes.

#### ***Landers continued this presentation.***

Painter asked did you say 20% design is?

Landers responded in order, so FDA requires that you have NEPA and 20% of the conceptual design in order to actually do a grant application.

Painter asked what is your estimate? Or are we getting to that?

Landers responded no. That will be on the 15<sup>th</sup> of March. But that would be to the Transit committee and everything. There is an estimate in here, but that is not the final estimate. We already know that's way too high.

Brown stated we are going to do some rework.

Painter asked are you going to start including the category for the police building?

Landers responded that will probably be what Wendell includes. We just wanted to kind of give a rough number.

Painter stated I'm asking because I have a meeting later this week because they're like, we need a police building.

Landers responded that would be an excellent question.

Brown responded we don't have an answer for that.

Painter stated all right.

Brown stated we may have property for it to go on.

Painter asked who's we?

Brown responded LURA.

Painter stated oh really, where?

Brown responded right across the street. 2<sup>nd</sup> and A.

Painter asked whose is it?

Brown responded LURA.

Painter stated I knew it was some public entity.

Brown stated yes, it's LURA.

**Landers continued his presentation.**

Painter asked do you have any deadlines or just schedule?

Landers responded right now a lot of this actually depends on getting the federal funds. If you don't get federal funds.

Painter stated you can't do it, right?

Brown stated the only deadline right now is the April 25th, 2024 deadline. Everything else is just kind of estimated.

Painter stated that's just to make your application for fun.

Landers responded April 25th is when the applications are due, but we'll have it done probably a couple of weeks before hand.

Brown stated everything else is just estimated and talking to Wendell construction design for a year and then construction for about two years is their take on it.

Painter stated seems reasonable.

**Landers continued his presentation.**

Landers stated we like the plan. I think it is a pretty detailed plan, but a lot of what we would like to do is really contingent on getting those Federal Funds.

Painter asked what is the ballpark costs?



Brown stated thirty-five.

Landers stated that's what Wendell is wanting us to ask for in our grant.

Brown stated but I think we have.

Painter asked not including new buses. New bus is another million, million plus.

Brown stated I sent rusty a copy of the floor plan because he's the one that I go to and stuff, and he actually had some pretty good ideas, and that will actually make shrink the transfer, shrink the building down a little bit.

Landers stated our estimation needs to probably be between 8 and 12 for the building, but Wendell is, I guess, convinced at this point because Lawton actually, part of the new administration, they have this thing called Project 40. So low income cities can actually qualify for an additional 10% of the local match, which means that we don't need the full 20% it would only be 10% . So we're hoping that we qualify, and we do qualify for Project 40, just because of where we are.

Painter asked how much of matching funds do you need into that?

Landers responded if we go with the 20 million, we have enough for that for a 20%.

Painter stated our, the City of Lawton is 20%.

Landers responded we have about 3.8 million.

Painter asked local match? No, I mean it will be 80/20 split no matter what?

Brown responded yes unless we get the 90/10 and then it's a 10% local shared.

Painter stated which is better.

Brown stated which great.

Painter asked what's the contention of the 90/10?

Landers responded that's if FTA basically says that we qualify for Project 40.

Brown stated which we should.

Landers stated which we should on the surface. We're hopeful. I think Rusty's estimate on the actual concept that we had, was in the ballpark that we were thinking, that's kind of the range that we're looking for. We have to be realistic to a certain degree. FTA is not going to give, you know, hundreds of millions of dollars to Lawton but I do think that we would. I know how this sounds, we need to be looking out for the crumbs, because all of your bigger cities and stuff are going to get the hundreds of millions of dollars and if we get the crumbs, we should be good.

Painter asked it's 30 million across?

Landers responded yes.

Brown responded in the long run, yeah. What's the total bill? Isn't it like 8 billion or something like that?

Landers stated it's a lot. They just released it's a billion for this year for infrastructure money. But one of the other key parts, that's why we had to go hybrid electric, is that now the Federal Government is not giving out anymore federal funds for diesel or low, other than low or 0 emission. So, there's they're making that process. So that's why we're transitioning, but we're not fully there for full electric at this point. And there's only two bus manufacturers for full electric, which makes it difficult.

Brown asked does anybody have any feedback, or anything else, you'd like to tell Ryan about the plan.

Landers stated y'all have any feedback, just shoot me emails and stuff, and you said I think by the end of this month, we'll start piecing all that together and then we'll have another meeting where I hand over the final.

Brown asked and you're presenting to Council next week or Transit Trust next week?

Landers responded either myself or John will, yeah.

Zigler stated all I would say is that next time, can we have this before Friday, if we are going to have a meeting on Tuesday.

Brown and Landers responded yes.

Zigler stated it makes it difficult to go through this document over the weekend.

Brown responded right. We'll get it out quicker next time.

Zigler stated because I mean it kind of puts us in a corner here on that what they ask and how they ask and whatnot, because you know, I mean. We're talking about let's just be honest, probably about \$30 million or more. And the thing about it is, is that it's different, that the transit system needs to be improved from what it is now. And then the question comes up, OK, do we have this many people that want to ride and the transit system? Do we know that we're going to have an increase in the number of people that want to use the transit system? If we're going to spend 30 to 35 million and we're going to do Hybrid buses, are you going to have to have people that know how to work on those hybrid buses, because there's safety factors and whatnot? I mean that's we've got to take into consideration. You know. I mean, these are my questions.

Landers responded no; I fully understand that. I think one of the reasons that we've had to kind of get this out is, that we need this plan for, for the grant and because of the numerous amount of delays. Trying to finalize where the site is going to be, has prevented us from getting this out sooner. There's going to be a lot more detail with Wendell probably in the coming weeks.

Zigler asked who is Wendell?

Brown responded they are the architect company and engineering firm that we've hired.

**(Cannot discern audio to many people are talking at once.)**

Landers stated we didn't want to touch too much into Wendell, just obviously showing where the transfer center was going to be. Some concepts and stuff like that, because we really can't go buy any dollar amount until they present that to us. But we have to get the plan out. We have to get the 20 percent, and the fact of the matter is we also have to follow our public participation plan with Title 6 in order to be able to have this, and so I apologize for that. I wouldn't say rush it out, but we did have to get this going, because we didn't want to lose another fiscal year of grant funding especially, especially with this.

Zigler responded I understand that. It's just this thing has been going on now since ever, since I could remember. Because I've been on this street for a long time. I mean it's bounced back and forth about where we are going to put the thing. The whole 9 yards, and then the Council decided they like it there, or whatnot, and come to find out we're almost back exactly where we were at the beginning.

Landers stated this is the furthest that I think we have been, to a certain degree. Back in 2018, I think, we did have a concept through Guernsey but then at the 11th hour they decided that the old police station wasn't a location. A lot has changed. Obviously, since the, you know with COVID and everything like that, but one of the unique things is that because of the Infrastructure Act, there's yet, there are available funds that we can actually get. We actually are more positive that we will get it this time around, rather than last time, and we do have the CIP funds that we can match. I think, oddly enough, it's a lot better because beforehand in 2018 we weren't actually going to go after new maintenance facility and we desperately need to have that, especially with where the industry is going with alternative fuels and everything.

Zigler stated you're going to have to have a whole new deal.

Landers responded yes. That is why we wanted to kind of put everything, all, all into it. It has been in ongoing process, but I think we have made some huge positive waves over the last six months.

Painter stated you have definitely made waves.

Landers stated I think we, we do see some unique things with as mentioned before, we have a Fort Sill project that we're working on to try to provide transportation for Soldier Wellness to not only lower DUIs but also to help improve transportation on Fort Sill. We have some unique ideas on how to do it. I think when you interlined that along with the service out to the industrial park, I think you will see a much-improved transportation service. And again, not to mention, but the Lawton Public Schools Agreement that we have is huge. It provides at least 20% or 25% of our daily ridership. And I think that's just going to increase. I mentioned Bishop Elementary School. My wife, is a teacher there and she had mentioned they have a driver shortage. And so, they're going to be looking for transportation needs. And now we're able to supply that. I did not build her out because she works there. I do think the new fixed route system, the new technology that we're bringing in, it's looking pretty positive.

Zigler asked how many more employees, does it look like, you are going to need?

Landers stated I don't think we are going to have to hire to many more. It depends on how service goes. If we increase service, obviously we would have to hire more. You know drivers

and dispatchers and supervisors. But if we go over 50 employees now, we have to be part of the EEO Policy, have an EEO officer and there's much more regulations that we have to actually do. So, we're trying to stay under that as much as possible, but with the mobility manager that we just hired, I think that could open up some unique opportunities as well.

Zigler asked how about your training on people at being able to work on these hybrids.

Landers responded so this is actually part of our workforce development, that will actually be part of the grant, that Wendell putting together as well. And we're also putting that together. The hybrids are a little bit different. If it was full electric then there's a whole massive thing, the hybrid side. The other part of this is, that part of the grant, FTA wants to know what your workforce development is going to actually be during that time. And because of the fact, that we can't get the vehicles for at least two years. We have some time to put some things together.

Zigler stated so we're kind of playing with if **(cannot discern audio)**

Landers responded we can't do anything until we get money. We only have a certain amount of local funds that we have right now. I don't, I want to leverage as much as I possibly can with the local to get as much federal dollars. We did it backwards back in 2017/ 2018, where we used all local funds to buy our last set of vehicles. And I, you really just don't want to, the amount of money that we spent that time was a little over 2.6 million, give or take. I can use pretty much all of that to get a building now.

Zigler asked how much more interest does the industrial park, the companies out there, the people they employed and expressed about riding the transit.

Landers responded we have done surveys out to Goodyear, BAR-S, Republic. There is interest, it's just how we design the routes.

Zigler asked well could we not hit those companies with little, uhm, kicking a little money here.

Landers responded my understanding back in 2014 is that was the city's approach back then. Why? And you know, they had reached out to the city and the city said, yeah, we can do it, but it's going to cost this amount of money. And that's when every, you know, talks basically broke down. I think we have tried to reengage to a certain extent. I don't know how much they would want to contribute. Goodyear, I don't know how many people would probably be interested in the Goodyear part because, I mean, I think.

**(cannot discern audio)**

Landers stated But I think BAR-S and Republic Paper they expressed probably the most amount of interest in having some type of either an on-demand system or fixed route shuttle type of thing. I think it's absolutely worth talking to them and kind of finding out that's kind of finding out.

Zigler stated I think so.

Landers stated where we're at with the Fort Sill services. Fort Sill is saying no, you know the city of Lawton should pay for it because soldiers come in, they're spending their money. So, they're bringing in sales tax, money is coming to the City of Lawton and the City of Lawton is saying

well no. And it's gone back and forth. One of the hang ups is the initial investment. So, if you're doing micro transit, you have to buy, you know, vehicles and so you're really kind of looking at sedans, and those things. You can't use federal funds to buy sedans that are going to be in Revenue Service and so. We had to kind of slow things down, but we do have some unique things that we can do it. It's just convincing the right people that the services are there and necessary. They just started a similar type of service at Fort Cavazos in Texas. It just got rolled out actually last week and the military actually ends up contributing almost 4 million to that and we thought we could easily get, not that much, we thought we could get those funds. When we talked to the Garrison commander and his attorneys, that again, they wanted to slow us down on that. But there is a lot of support on that for that service.

McElroy asked do you guys submit letters of support of your grant applications.

Landers responded yes; I have 45 names.

McElroy stated let's say especially with the public schools.

Landers stated I was in DC back in February and we talked to every congressman and senator, and they said, yeah, just send us the information and they'll give us letter support. So representative Cole has been really supportive with transit.

## **6. Provide feedback to Staff on recommended changes to the membership of the LMPO Air Quality Stakeholder Advisory Committee.**

Brown stated this is a committee that meets quarterly, I believe.

Stone responded twice a year.

Brown stated twice a year, and due to the high number of people of positions that are on it, we are having a real problem getting a quorum.

Stone stated without a quorum we cannot get there input, because it is a public meeting, so.

Aust stated at the last meeting, they only had two or three people attend.

Painter asked how many.

Aust responded two or three.

Painter asked out of how many?

Brown responded 25, it's a huge committee.

Painter stated the committee is 25 people.

Stone responded so the second to last page in the packet is the membership.

McElroy asked what do the radio stations contribute to the committee, other than running the ads?

Brown responded they don't even come.

Stone stated part of our changes is removing the radio stations.

McElroy responded I see that.

Ryan stated I will be at the next meeting.

McElroy asked when was the last meeting?

Stone responded April of last year roughly.

Westbrook asked so we were curious about the exclusion of FHWA, or yeah, the community planner, which I guess would be Isaac, if you had any justification for that?

Stone responded a lot of this is attendance. If we include Isaac and he doesn't come, that is one less person to get a quorum. So we need to include a new someone from the City.

**(cannot discern audio)**

Stone stated I'm sorry the group provides input into the air quality campaign that.

Painter asked air quality campaign how much money is this?

Stone responded really, it's the entirety of the CMAC fund. So, it's 150,000 federal, plus 20% local match. So that's roughly 180 something thousand.

Painter asked what do we do with the money?

Brown responded we run ads and the traffic flow study is part of that. We got the item on this. It's the money that the mayor was asking about. So, we've got, we've got a discussion item on the policy board.

Painter asked and you get 150 a year?

Stone responded yes. 150 is the 80%.

Painter asked and that's how you pay for that EST traffic study?

Stone responded yes, and that's how we'll pay for some of the improvements that the EST study recommends.

Brown stated and we are going to work with TEC on.

Painter stated Yeah. I was about to say, don't be doing any of that by yourself because we're done.

Brown responded I know. That's on policy board, we have a discussion item because this is the funding that the mayor was asking about at Council last week.

Painter stated okay.

Stone stated we will be making sure that the next time, next time we do a traffic flow study, there will not be an overlap with the City. I'm not sure how that got by us the first time.

Brown stated it is what it is.

Painter stated its water under the bridge.

Landers stated it's also two bus wraps or three.

Stone responded air quality has one.

Landers stated I thought the bike is one.

Brown responded the bike one comes from a separate funding.

Stone stated but yeah, we are removing the radio stations and the industries, we're removing the industries and we're inviting, LIDA. So that they're still representatives represented. And you know if ODOT has any recommendations on Federal highways or FTA to include, we can include them, but we will have to offset that with the another, include another local individual, in case they do not show up so that we can have a quorum. Because if this committee doesn't have a quorum, then they can't provide input as per the Open Meetings Act and our legal departments interpretation of it.

Westbrook responded it totally makes sense. We did reach out to Isaac, and he requested that he still be involved in information, non-voting capacity, just so he's made aware of some items.

Stone responded OK; we can definitely do that.

Brown stated Yeah, we can do that.

Westbrook stated developments. I don't know how it's structured. I know there are members who vote. But can you speak?

Stone stated we will bring a separate item in a month to finalize the structure. This is just, yeah. So, we will definitely structure it so we can have non-voting members.

Brown stated so this is the recommendation and then we'll, yeah, April will be a final voting members.

Westbrook responded OK. Then yes, we would like to see FHWA remains non-voting and we can get the letter from him or something like that.

Brown stated so by rearranging that as we've done, this takes us down to a 13-member board which should be easier to get a quorum on than 25.

Stone asked are there any other non-voting members or members you have?

Westbrook asked are we? Will we be voting as ODOT?

Brown responded yes.

Stone stated you, DEQ Air Quality, and what was it. I just can't find it right now.

Brown asked Joe do you want to be a non-voting member on that?

Painter responded either voting or not on it. I'm just wondering if you're going to be doing anymore overlap of engineering stuff. I mean, there's no engineers on there, no Larry or me in this anymore.

Brown stated we probably need to.

Painter stated you really shouldn't be doing any traffic studies, or I mean.

Stone responded the committee is advisory on how it has been used, so they would say yes, let's do a traffic flow study. But the tech and Policy Board will recommend where so you will have input on where in this.

Brown stated and we already have the next two locations chosen.

Painter responded OK; we just need to talk. I mean, I don't want to be on the committee. We just need to make sure we communicate.

Brown stated okay.

Unidentified voice asked does Lawton have an Air Quality Coordinator. **(Cannot discern audio)**

Brown responded it is under ODOT.

Stone stated we can change the title to whatever it needs to be but that would be.

Painter asked who's the air quality expert on this committee?

Stone responded that would be the DEQ individual, Oklahoma DEQ Air quality division.

Painter asked is it a person?

Stone responded yes.

**(cannot discern audio people are talking all at once.)**

Unidentified voice asked do we know what his name is?

Brown stated they sent us an email.

Stone stated I think it was Eric maybe. They have only missed like 2 meetings since I started 10 years ago, and I think one of those was because they couldn't travel due to COVID.

Painter stated they come here.

Stone responded they give a presentation at most meetings of the situation of air quality. They are very helpful.

Painter asked Larry do you think your replacement will want to be on the?

Wolcott responded no; I don't think it will be necessary.

Brown asked anybody else any changes that we may need to make?

Westbrook asked is it still so public school system or maybe vulnerable population, like elderly, things like that, are those groups still being?

Stone responded I mean, the public schools are still on here and we've added Cameron University. We did not remove anyone that represented vulnerable populations. If you have a recommendation on who we should add that would be good.



Westbrook responded okay.

Painter asked when is your next cash injection? Was your next 150,000 you get it from the state.

Brown responded it's a reimbursement grant.

Stone responded it's one of three grants every year.

Painter asked it's renewed every year?

Brown responded yes.

Painter asked When is the next \$150,000? I'm curious.

Brown responded July 1<sup>st</sup>. I think we have one more check for EST on their stuff and then.

Stone stated and then we have some remaining funds to pay for the actual improvements they recommended.

Painter asked how much?

Stone responded I will have to look to see the amount.

Brown stated it's not the full \$150,000.

Painter stated I need a million so you're not even close.

Brown stated we're not near that.

Landers asked before the next meeting, can we make sure that maybe we have an alternate person?

Brown responded we can do that. We can structure it like that.

## **7. Reports or Comments.**

McElroy stated I was going to say, Jonathan, if you'll put our agreements on May's agenda, we do intend on having the amounts available to you guys for PL and CMAQ shortly.

Stone responded Oh, wonderful. OK.

McElroy stated we were told they needed to be on the May meetings for everybody.

Brown responded okay. And then EST will be back in April to present their final version of the traffic flow study.

Painter asked do they need to?

Brown responded yes because the mayor asked them to come back.

Painter stated bit confusing for the some of the folk's policy maybe, because really they did that data collection.

Brown responded yes.

Painter stated not a bit of planning study and not a nuts-and-nuts-and-bolts.

Brown stated not an engineering study.

Painter stated not a go-make-something study.

## **8. Adjournment.**

**Motion** by Zigler, **Second** by Painter, to adjourn the meeting. **Aye:** Painter, Dold, Wolcott, Zigler, Woodhams, Brown, Landers, Westbrook **Nay:** None **Motion Passed.**

**With no further business the meeting was adjourned at 10:49 am.**

MINUTES  
TRANSPORTATION TECHNICAL COMMITTEE REGULAR MEETING WITH TIME  
CHANGE

3<sup>RD</sup> Floor Conference Room  
April 2, 2024

Minutes of the Transportation Technical Committee meeting held April 2, 2024 in the 3<sup>RD</sup> Floor Conference Room, 212 SW 9<sup>th</sup> Street Lawton, Oklahoma 73501.

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 9:03 am by Charlotte Brown.

ROLL CALL

MEMBERS PRESENT: Charlotte Brown  
Mike Woodhams  
Jay Earp (arrived at 9:14am)  
Ryan Landers  
Devon Westbrook  
Joseph Painter  
David Dold  
Cynthia Williams  
Tom Zigler

MEMBERS ABSENT: Barbara McNally  
John Michael Montgomery

ALSO PRESENT: Madison Aust, Recording Secretary  
Jonathan Stone, Senior Transportation Planner  
Candace Smith, Transportation Planner 1  
Jonathan Jernigan, Deputy Director Community Services  
Caleb Austin, WSB  
Hamideh Etemadnia, WSB  
Saeed Sobhi, WSB

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**2. Verify posting of meeting.**

The meeting was posted on March 28, 2024 at 9:52am by Amanda Gillespie.

**3. Introductions.**

## **BUSINESS**

- 4. Receive a presentation of the draft report for the Traffic Flow Study, consider recommending to the Transportation Policy Board acceptance of the draft final report, and provide feedback as necessary.**

Etamadnia with WSB (EST) gave a presentation of the final draft report of the Traffic Flow Study to the Committee members.

Brown asked any questions? Joe you sure are looking at that hard.

Painter, no I was thinking about the budget.

Brown stated ok so no questions. Thank you guys. So we need a motion on whether to recommend acceptance or not to the Transportation Policy Board.

**Motion by Painter, Second by Landers**, to recommend acceptance of the Traffic Flow Study to the Transportation Policy Board. **Aye:** Woodhams, Landers, Westbrook, Painter, Dold, Williams, Zigler, Brown **Nay:** None **Motion Passed.**

- 5. Consider recommending the Transportation Policy Board approve the Transit Master Plan for Lawton and if needed receive a presentation from HTG of the recent changes to the Lawton Transit Master Plan.**

Landers stated there are no changes to the presentation from last month. If you would like me to give the presentation again I can.

Brown stated that I have heard it three times.

Brown stated any questions of Ryan? Can I get a motion?

**Motion by Painter, Second by Dold**, to recommend approving the Transit Master Plan for Lawton to the Transportation Policy Board. **Aye:** Earp, Woodhams, Westbrook, Painter, Dold, Williams, Zigler, Brown. **Abstain:** Landers **Nay:** None **Motion Passed.**

- 6. Receive a presentation of the draft final report for the Downtown Parking Study, consider recommending to the Transportation Policy Board acceptance of the draft final report and provide feedback as necessary.**

Smith presented the draft final report for the Downtown Parking Study.

Westbrook asked did you say on-street parking is underutilized?

Smith responded no, off-street is underutilized.

Brown stated, any questions of Candace?

Westbrook asked are you guys looking to change your parking requirements or develop code or to just curious about your inventory.

Stone stated that right now Downtown doesn't require parking lots.

Brown stated it's something that Jonathan had on his list for many, many years.

Stone stated it's been part of the UPWP for a while and was going to be done during 2020 but got put off due to COVID.

Westbrook stated that parking is very popular right now.

Brown stated any other questions. Can I get a motion?

**Motion** by Landers, **Second** by Woodhams, to recommend acceptance of the Downtown Parking Study to the Transportation Policy Board. **Aye:** Landers, Earp, Woodhams, Painter, Westbrook, Dold, Williams, Zigler, Brown. **Nay:** None **Motion Passed.**

**7. Consider recommending the Transportation Policy Board approve the updated Memorandum of Understanding between the Oklahoma Department of Transportation, the City of Lawton Transit Trust, and the Lawton Metropolitan Planning Organization.**

Stone stated that ODOT has asked us to update this document. The biggest change is that it includes the City Transit Trust as a party to the agreement. This is somewhat of a new federal requirement, is that correct.

Westbrook stated yes, this is something that you all approved not that long ago, but in onboarding of the new MPO in Enid, we realized some of the regulations had changed. So we just needed to update to include the Transit Trust. Appreciate Jonathan for getting it together so quickly. I did have two comments on it, on Element 4, the TIP, it says City Transit Trust, I think just for consistency it should say City of Lawton Transit Trust in the last sentence. Then in the signature block "organization" is misspelled.

Brown stated you have two other quick changes. Timothy Wilson there is no "e" and then Stanley Booker, "chairman" is misspelled as well.

**Motion** by Westbrook, **Second** by Zigler, to recommend approval of the Memorandum of Understanding between the Oklahoma Department of Transportation, City of Lawton Transit Trust and the Lawton Metropolitan Planning Organization with spelling corrections in the signature blocks and adding "of Lawton" to Paragraph 4 when referring to the City Transit Trust to the Transportation Policy Board. **Aye:** Earp, Landers Woodhams, Westbrook, Dold, Williams, Zigler, Brown. **Nay:** None **Motion Passed.**

**8. Consider recommending to the Transportation Policy Board the approval of the 5303 agreement with the Oklahoma Department of Transportation.**

Stone stated this is an agreement for the 5303 grant, did you want to speak on it?

Woodhams stated this is as shown on the title. It's for the fiscal year 2020 funding. The funding year is 2023. ODOT's intention is once this is implemented to also continue on with the FY21, FY22, FY23 in the next agreement that's issued which will more or less bring us up to date with the annual agreements with Lawton. Obviously FTA gives us a limited period of time to program these funds and because in the past they were not being utilized, we were reluctant to program all the funds because once they are programed you have a limited time to use the funds, which is the problem that we ran into with the previous agreement, the period of performance had expired before some of the funding was done. This agreement also has pre-award authority, which allows us to go and pick up those expenses and to bring everything up to date. According to the funding on here, which is the \$42,471.00 on this agreement.

Brown stated any questions? Can I get a motion?

**Motion** by Zigler, **Second** by Landers, to recommend approval of the 5303 agreement with the Oklahoma Department of Transportation to the Transportation Policy Board. **Aye:** Earp, Landers Westbrook, Dold, Williams, Zigler, Brown. **Abstain:** Woodhams **Nay:** None **Motion Passed.**

**9. Recommend the Transportation Policy Board approve the changes to the membership of the LMPO Air Quality Stakeholder Advisory Committee.**

Stone stated that this committee advises the MPO for the uses of the CMAQ and Air Quality funding. We have had a problem in the past getting a quorum, so we have not been able to conduct business. We have recommended a new membership list in the packet also included is the old membership list. We have added Cameron University and LIDA (Lawton Industrial Development Authority) to the list to represent the industrial businesses. We are removing the individual industries, but they will still have representation. We have removed the radio stations, but we are keeping the Lawton Constitution and the TV Station.

Brown stated any questions of Jonathan. Comments or concerns?

Westbrook asked when is the first meeting? Air Quality season has started up, are they summer meetings?

Stone replied we usually meet in April and September, but that could change. We've met as early as March and as late as May.

Brown stated we don't have a date set.

Stone stated we didn't want to send out invites and then inform people that they are no longer on the committee.

Westbrook stated makes sense.

Stone stated we hope to send out invites later this week, but it may be later because we have to set a date.

Brown stated any other questions. I'll entertain a motion.

**Motion** by Westbrook, **Second** by Woodhams, to recommend approve the changes to the membership of the LMPO Air Quality Stakeholder Advisory Committee to the Transportation Policy Board. **Aye:** Earp, Landers, Woodhams, Westbrook, Dold, Williams, Zigler, Brown. **Nay:** None **Motion Passed.**

**10. Consider recommending the Transportation Policy Board approve boundary changes to the Lawton Metropolitan Area Urbanized Area boundary and recommend authorizing Staff to submit the revised to State and Federal agencies for approval.**

Stone stated every 10 years when the census updates the urbanized areas, we have the opportunity to update our urbanized area to fill in some gaps that may not appear in the census. Some of you have a copy that may have gotten cut off so I have it on the screen, the lighter yellow is the Census urbanized area and then we have shaded in a few regions that we would like to add in. The darker orange up on Fort Sill, the hatched areas on the east side and the hatched areas on the west side to fill in those gaps. These roads connecting these sections are still urban roads even if the area is not populated. We also want to include the entirety of I-44 through the City because it is an urban freeway from 11<sup>th</sup> Street on.

Brown stated any questions.

Woodhams asked is the southern boundary of I-44 based on functional class of that roadway or is that...

Stone stated the southern boundary is where it is because that is where the urbanized area where the census stops. We have to include the entirety of the urbanized area. We're just adding the hatched areas.

Woodhams asked do you know if the roadway has a functional class of urbanized or not?

Stone stated that is dependent upon this boundary. Being approved would mean that it is now urban classified.

Woodhams stated ok.

Stone asked that is correct right?

Westbrook stated that the red line is the study area correct?

Brown stated yes.

Westbrook stated that the legend has it as the urban area.

Stone stated we will update that.

Brown stated Ryan do you still recommend with that change?

**Motion** by Landers, **Second** by Zigler, to recommend approve the boundary changes to the Lawton Metropolitan Area Urbanized Area boundary with the correction to the legend as noted and to recommend staff to submit the revised to State and Federal agencies for approval. **Aye:** Earp, Woodhams, Landers, Westbrook, Dold, Williams, Zigler, Brown. **Nay:** None **Motion Passed.**

**11. Provide a recommendation to the Transportation Policy Board regarding the project, or projects for the Carbon Reduction Grant, consider providing a recommendation regarding the local match for the grant, and consider recommending the Transportation Policy Board authorize Staff to pursue the grant for the prioritized projects.**

Stone stated we have the actual funding numbers for the Carbon Reduction Grant and we also have spending deadlines. The first, the FY22 funds will need to be spent and I believe that has to do we have to turn everything into ODOT, is that the spent deadline or does ODOT just have to process it by September 30<sup>th</sup>?

Westbrook stated I will get back to you on that.

Stone stated it's less than 18 months, so it is a somewhat short time frame. We have brought this in December and the top recommendation from the Policy Board was to implement projects recommendations from the Traffic Flow Study. We are looking for recommendations on which project from the Traffic Flow Study and recommendations on the local match for these funds and it is 80% so we are looking for the local 20% match.

Landers asked are these the only three projects?

Stone stated that these were the three recommendations.

Brown stated that Ryan would like to use the funding to buy electric vehicles

Stone stated he can do that right away. He has his own local match.

Landers stated I can buy them today.

Landers stated that could be used for the industrial park as well.

Brown asked any ideas?

Earp stated any ideas other than 1, 2, 3 that are listed here?

Brown stated we will need ideas on projects that are recommended from the Traffic Flow Study or if you want to let Ryan buy vehicles instead.

Landers stated that I wouldn't need all of it.

Brown stated what you decided that you could spend \$200,000.00

Landers answered yes.



Earp stated has staff and the engineers discussed their needs, maybe that's what you need to do and then tell the technical committee that.

Brown stated I wish Joe was still here because I know that he has been given some ideas from the traffic consultants that engineering has hired. I would agree with that.

Earp stated I personally don't feel comfortable voting on any changes to on adding projects until would maybe have heard from the staff on their review.

Brown stated are you recommending that we table it to next month.

Earp stated that would be my vote.

Brown asked tabled to the May meeting?

Earp stated until staff has enough time to meet and come back with recommendations.

Brown stated okay we can do that.

Westbrook stated I have a question on what was presented. If someone were to make a motion for number 1, not that I am, then would you come back with recommendations for what that would be.

Stone stated that's what this is asking.

Westbrook stated this is moving in this direction...

Stone stated that in December we had the recommendation of implementing projects from the traffic flow studies being the top priority. We're asking now which project from the traffic flow study because we have recommended that the policy board what was accepted today.

Westbrook stated okay I see.

**Motion by Earp, Second by Dold,** to table the item until staff review and come up with a list of projects. **Aye:** Earp, Woodhams, Westbrook, Landers, Dold, Williams, Zigler, Brown. **Nay:** None **Motion Passed.**

## **12. Provide recommendations to Staff on projects for the FY25 Unified Planning Work Program.**

Stone stated that we hope to bring the FY2025 UPWP to the board next month. We would like to have any recommendations as to if there are any other projects that we would like to add. We will continue the travel demand model and finish that. The Transit Master Plan, the micro-transit amendment. We have our Air Quality Campaign, our bike safety campaign, and we always have some data collection analysis on our transportation network. We would like to expand the parking study to include the remainder of downtown, it may be done in phases depending on the time constraints. We have improvements outlined in the traffic flow study using CMAQ funds and not the Carbon

Reduction grant. That is in the UPWP for this year as well, so that would be finishing that or expanding upon it. And then we have assisting the City with the Land Use Plan, that would be a staff time only project. Are there any additional projects that the Technical Committee would like to recommend we do have some funds to spend on those. Our budget is much less this year because we do not have the travel demand model, but we do have a small amount remaining.

Earp stated I have a question on number 2, hire and monitor contractor for improvements outlined in Traffic Flow Study.

Stone stated yes.

Earp stated wouldn't you need some kind of document for them to bid those improvements. So you would need a set of plans developed?

Stone stated we would need something, first we would need to know which improvements that are from the traffic flow study are going to be done and yes that would be part of the process.

Earp stated so number 2 would need to be reworded.

Stone stated possibly.

Brown stated probably because some of them are going to be simple so we might not have to hire someone to do it.

Earp stated that staff could do it.

Stone responded yes we would just claim the staff time.

Earp stated that it looks like number 2 needs to be re-worded.

Brown asked what would your recommendation be?

Earp says so it says hire and monitor contractor for improvements.

Stone stated if there are improvements that need a contractor. It could say assist the city as needed for...

Brown asked how specific do we have to be? If we were just to say assist the city with improvement from traffic flow study. Would that suffice?

Westbrook stated I believe so, would it just be staff time.

Brown stated that the majority of it would be staff time unless we have to hire a contractor.

Stone stated we have \$130,000.00 for the improvements this unless we are doing another study in which case we would need to re-word it. Unless Policy Board changes it for whichever item it is on the policy agenda, we are going to recommend \$130,000.00 for this. These are improvements that were recommended by the Traffic Flow Study so they can be funded through the CMAQ grant.

Westbrook stated as far as listing the specific projects that you are going to use that.

Stone stated if we are going to have to list the specific projects for that then a decision would have to be made on that or we'd just have to amend.

Westbrook stated you don't have to be extremely specific but I don't want to put my foot in my mouth on that.

Stone stated that we can communicate on the language over the next month because these are just recommendations for the UPWP.

Brown stated can we just put improvements outline in the traffic flow study.

Westbrook stated I believe so.

Brown stated then that way it would cover both if we had to hire a contractor or reimbursing staff time.

Earp stated that in the meantime you could... What are you purchasing limits on hiring contractors, at ODOT can't go out and hire one unless if it's below \$25,000.00.

Stone stated yes, we would have to go out to bid.

Earp stated to bid you need to have a document to bid. Someone would need to prepare a little set of plans, so one of your steps would be plan development.

Brown stated yes. Well with what we have seen on consultant contracts and stuff lately, \$130,000.00 would get like half a set of plans.

Earp stated unless you had someone in-house preparing the plans.

Stone stated that these funds will probably be used with the Carbon Reduction Grant funding.

Westbrook stated that I think that improvements outlined in traffic flow study will give you a good start.

Brown stated ok. Anything else that you think we should include.

Stone stated that I literally just took the FY24 budget and removed the funds for the travel demand model and the MTP. WE ended up slightly under what our budget is for this year so we do have a little bit more staff time for projects that we could.

Brown stated that we need to do the complete streets project. The 2 ½% that is 100% funded.

Stone stated yes that is still included and it was roughly the same amount of time.

Brown stated ok.

Westbrook stated you aren't going to have carryover funds do you think? Are you rolling over any needs for the MTP into 25?

Stone stated yes there is \$25,000.00?

Brown stated yes there is roughly \$25,000.00 that will be in 25.

Stone stated yes and that's already figured in, but once again this is a very rough number.

Brown stated ok any other questions.

Brown stated I don't think that we need an action on that, it's just recommendation from you all to us.

### **13. Reports or Comments.**

Westbrook stated nothing really, the Planning branch is now being housed in the multi-model branch of ODOT.

Earp stated ODOT and City projects coming up are Gore Boulevard from 67<sup>th</sup> to 82<sup>nd</sup>, we are going to have a pre-work on that I think this week. The contractor wants to star work in April, which is good news they want to get on it. Rogers Lane Safety Improvement project that we've talked about through the years, we have a contractor Action Safety Supply wants to start work in August. The Gore pedestrian bridge, they want to start work in July. The ongoing project on I-44 bridges, they should be done in about 45 days.

Brown stated did you get the email that I sent you last month about some complaints from the neighbors below the bridge?

Earp stated yes. I sent it to the resident engineer and our contractor and I think they resolved unless you have heard differently.

Brown stated I haven't heard anything else, I just wanted to verify.

Earp stated I will get Bryce our resident engineer to get with you.

Brown stated okay, anything else.

Earp stated no, thank you.

Dold stated nothing for the group.

Williams stated no report.

Landers stated just finalizing the plans from Wendell so that we can apply for grants later this month.

Woodhams stated no report.

Zigler stated no report.

Brown stated that the only thing that I have is the city approved the consultant group for the Land Use Plan and that process starts today. We have a CPC workshop and a steering committee workshop this evening so it's going to be a very long day.

Westbrook stated I thought of some more things. The STIP comment period ends April 4<sup>th</sup>. The greenhouse gas performance measures, I don't know if anyone has heard about that. The states and MPOs are supposed to set targets but as of right now that doesn't need to happen. I will let you know if that changes.

Brown stated ok, anything else? Motion for adjournment.

#### **14. Adjournment.**

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

**With no further business the meeting was adjourned at 10:08 am.**

**LMPO TRANSPORTATION TECHNICAL COMMITTEE AGENDA ITEM COMMENTARY**

**ITEM TITLE:** Consider recommending the Transportation Policy Board approve the Memorandum of Understanding between the Oklahoma Department of Transportation, the City of Lawton Transit Trust, and the Lawton Metropolitan Planning Organization for Transit Performance Measures.

**INITIATOR:** ODOT

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

**BACKGROUND:** The intent of this Memorandum of Understanding (MOU) is for the Oklahoma Department of Transportation (ODOT), the City of Lawton Transit Trust, and the Lawton Metropolitan Planning Organization (LMPO) to jointly agree and develop provisions for cooperatively developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking progress toward achievement of critical outcomes for the region of the MPO, and the collection of data for the State asset management plan for the National Highway System.

Transportation Policy Board will consider approval at their meeting on May 7, 2024.

**EXHIBITS:** Memorandum of Understanding

**KEY ISSUES:**

**FUNDING SOURCE:** N/A

**RECOMMENDED ACTION:** Recommend the Transportation Policy Board approve the Memorandum of Understanding between the Oklahoma Department of Transportation, the City of Lawton Transit Trust, and the Lawton Metropolitan Planning Organization for Transit Performance Measures.

# MEMORANDUM OF UNDERSTANDING

BETWEEN THE LAWTON METROPOLITAN PLANNING ORGANIZATION,  
OKLAHOMA DEPARTMENT OF TRANSPORTATION, AND THE  
CITY OF LAWTON TRANSIT TRUST

WHEREAS, 23 CFR 450.314(h) requires that the MPO(s), State(s), and providers of public transportation shall jointly agree upon and develop specific written provisions for cooperatively developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking progress toward achievement of critical outcomes for the region of the MPO, and the collection of data for the State asset management plan for the National Highway System (NHS); and

WHEREAS, the Lawton Metropolitan Planning Organization (LMPO) has been designated as the Metropolitan Planning Organization (MPO) for the Lawton Metropolitan Area; and

WHEREAS, the public transportation providers of the City of Lawton Transit are members of LMPO and operate within the LMPO study area; and

NOW, THEREFORE, to ensure consistency to the maximum extent possible the LMPO and the City of Lawton Transit Trust enter into this agreement to carry out the cooperative process within the LMPO study area as detailed below:

## 1. Transportation Performance Data

- a. The City of Lawton Transit Trust will provide LMPO with the source of the performance data used in developing their Transit Asset Management (TAM) Plans and State of Good Repair (SGR) targets and make the data available upon request.
- b. The City of Lawton Transit Trust will report annual asset inventory module (AIM) data to the National Transit Database (NTD).

## 2. Selection of Performance Targets

- a. The City of Lawton Transit Trust, in creating their TAM Plan, will coordinate with the Oklahoma Department of Transportation (ODOT) and LMPO when establishing their SGR targets. ODOT and LMPO will be given an opportunity to comment on the transit targets before they are established.
- b. LMPO will coordinate with the City of Lawton Transit Trust providers when establishing their regional SGR targets. LMPO will either establish one set of regional SGR targets that incorporate all public transit agencies within the LMPO study area or choose to support the SGR targets set by the individual transit agencies. LMPO will provide transit agencies the opportunity to respond and comment before targets are established. LMPO will establish performance targets by board action, or as designated by the board.
- c. Coordination methods may include in-person meetings, conference calls, virtual meetings, and/or email communication.

## 3. Reporting of Performance Targets

- a. The City of Lawton Transit Trust TAM Plans and SGR targets will be reported to the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), as applicable. The City of Lawton Transit Trust will provide LMPO with their TAM plans and SGR targets, once submitted, by email.
- b. LMPO's SGR targets will be reported to the City of Lawton Transit Trust and ODOT. SGR targets for the LMPO study area will be updated or reviewed every 5 years, or with every new LMPO's Long-Range Transportation Plan adoption.
- c. LMPO will include information outlined in 23 CFR 450.324(f)(3-4) in any metropolitan transportation plan amended or adopted after May 27, 2018, and information outlined in 23 CFR 450.326(d) in any transportation improvement program amended or adopted after October 1, 2018.
- d. Reporting of targets and performance by the City of Lawton Transit Trust and LMPO shall conform to 23 CFR 450, 23 CFR 490, 49 CFR 625, and 49 CFR 673.

4. Reporting of Performance to be Used in Tracking Progress Toward Achievement

- a. LMPO will document progress towards achieving performance targets and report that information to ODOT and/or public transportation agencies in the Metropolitan Transportation Plan (MTP) and Transportation Improvement Program (TIP).
- b. Public transportation agencies creating their own TAM Plan will document progress towards achieving transit targets and report that information to ODOT and/or MPOs in their TAM Plan and FTA Annual Report as applicable.



This Memorandum of Understanding has been approved through formal resolution of action between LMPO, ODOT, and the City of Lawton Transit Trust on or before the \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Lawton Metropolitan Planning Organization (LMPO)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Oklahoma Department of Transportation (ODOT)

\_\_\_\_\_  
Date

\_\_\_\_\_  
City of Lawton Transit Trust

**LMPO TRANSPORTATION TECHNICAL COMMITTEE AGENDA ITEM COMMENTARY**

**ITEM TITLE:** Receive Kimley-Horn's update on the status of the 2050 Metropolitan Transportation Plan and results of public involvement efforts to date and provide feedback.

**INITIATOR:** Christine James, LMPO Director

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

**BACKGROUND:** The FY 2024 Unified Planning Work Program includes the task to hire and monitor a consultant to develop the 2050 Metropolitan Transportation Plan's (MTP) Travel Demand Model and prepare the MTP.

The Transportation Policy Board at their October 3, 2023, meeting selected Kimley-Horn and authorized the Director to negotiate a contract. A contract was signed on January 5, 2024.

At the February 6, 2024, meetings of Technical Committee and Policy Board, Kimley-Horn presented their plan for the MTP and public involvement. Kimley-Horn provided an update on the status of the MTP and Travel Demand Mode and provided the results of public involvement efforts to date.

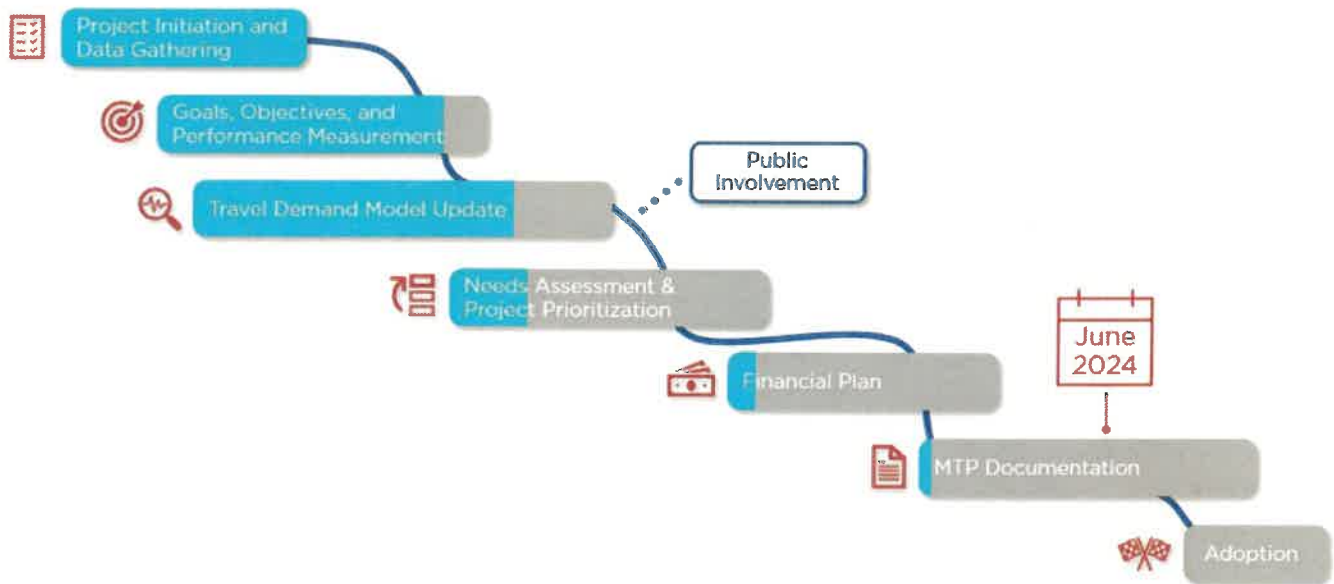
**EXHIBITS:** Update on Status of MTP

**KEY ISSUES:** N/A

**FUNDING SOURCE:** PL Grant 80%; LMPO 20%

**RECOMMENDED ACTION:** Receive an update on the 2050 MTP and provide necessary feedback.

The **Directions 2050 Metropolitan Transportation Plan (MTP)** is considering all modes of transportation, including motorized vehicles, public transportation, bicycles, walking, freight and goods movement, and air travel. The process is designed to identify the area’s transportation needs, match those needs to with recommended transportation projects, and prioritize the projects for funding. The process began in January and will conclude in the late summer/early fall of this year.



To date, the project team has assembled data, gathered online input, and created a set of draft goals. Work on the updating the travel demand model continues. The project team has updated network attributes and is currently validating the mode choice model and working on socioeconomic data updates.

### Online Survey



An online survey was live from February 26<sup>th</sup> to March 25<sup>th</sup>. The survey was designed to educate the public about the project and collect feedback using five interactive and visual screens. Participants were asked to prioritize transportation concerns, identify transportation issues and ideas on a map, and evaluate funding trade-offs for different project types. Key takeaways from the input include:

- Emphasis on repairing existing roads, making Lawton more walkable, and improving travel safety.
- Interest in traveling more often in modes other the personal automobiles, especially walking.
- Identification of key locations where attention is needed, such as the intersection of NW Cache Rd @ NW Sheridan Rd, W Gore Blvd @ 38<sup>th</sup> St, and W Gore Blvd @ 2<sup>nd</sup> St.

A full summary of the survey will be available soon on [Directions2050.com](http://Directions2050.com).

## Draft Goals

The seven goals identified in the **Directions 2050 MTP** help guide decisions surrounding the Lawton area's transportation system while also reflecting federal planning factors. The goals influence the development of recommendations, priorities, and funding choices. The draft goals are presented in alphabetical order.

### Accessibility & Mobility

Make it easier for all modes of transportation to move within and through the Lawton area.

### Economic Vitality

Strengthen the Lawton area's economy by making it easier to move people and goods.

### Environmental Stewardship

Protect the environment, including our natural, agricultural, scenic, and historic resources.

### Land Use & Transportation Integration

Coordinate transportation investments with land use and development decisions.

### Livability

Provide a transportation system that promotes safe, healthy, and attractive places.

### Safety & Security

Promote a transportation system with fewer crashes, predictable travel times, and faster emergency response.

### System Preservation & Preparedness

Create a resilient and future ready transportation system with a focus on maintenance and operational efficiency.