

March 7, 2023

MINUTES
LAWTON METROPOLITAN PLANNING ORGANIZATION POLICY BOARD
3RD FLOOR CONFERENCE ROOM
March 7, 2023

Minutes of the Lawton Metropolitan Planning Organization Policy Board meeting held March 7, 2023, in the 3rd Floor Conference Room, City Hall, 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 11:00 am by Mayor Stan Booker.

ROLL CALL

MEMBERS PRESENT: Stan Booker
David Denham
Jay Earp
Michael Cleghorn
Sean Fortenbaugh
Kelly Harris
Barbara McNally
John Owens

MEMBERS ABSENT: Steve LaForge

ALSO PRESENT: Madison Aust, Recording Secretary
Charlotte Brown, Director of Community Services/Planning
Jonathan Stone, Senior Transportation Planner
Candace Smith, Transportation Planner I
Gregory Gibson, City Attorney
J'lyn Jorgenson, City Attorney
Joseph Painter, Director of Engineering
Sarah McElroy, ODOT

2. Verify posting of meeting

The meeting was posted on March 3, 2023 at 10:41am by Tammy Branstetter.

3. Introductions

4. Election of Vice Chair

Booker stated the floor is open of nominations.

Owens stated I make a motion for David what's your last name?

McNally stated Madigan.

Brown stated hey Madigan is not here so.

Denham stated exactly. He's an alternate though, right?

Brown responded no.

McNally stated I'm the alternate.

Booker stated very good are there another nominations?

Denham stated I nominate Johnny Owens.

Owens stated I can't right now.

Booker responded that nomination is declined. Is there a motion to second?

Motion by Owens, Second by Harris, to elect David Denham as Vice Chair for the LMPO Policy Board. Aye: Earp, Harris, Owens, Booker Nay: Denham, Fortenbaugh, McNally, Cleghorn **Motion Denied**

Motion by Denham, Second by Owens, to elect David Madigan as Vice Chair for the LMPO Policy Board. Aye: Earp, Fortenbaugh, Cleghorn, Harris, Owens, McNally, Booker, Denham Nay: None **Motion Passed**

BUSINESS

5. Consider approving, the Request for Qualifications for development of the 2050 Land Use Plan, the creation of a review committee for the RFG, and authorize staff to issue the RFQ.

Brown stated the Transportation Technical Committee did recommend approval to the policy board to direct staff to put an RFQ out to assist us in the drafting of the 2050 Land Use Plan. We are behind in the current land use plan we use is the 2030 Land Use Plan and it was done in 2008. So, we're trying to get up to speed on where we should be. We put together an RFQ that we will send out to firms to get qualifications back, it has scoring criteria. Our plan is to get it out tomorrow with proposals due April 10th. We did want to ask if you guys wanted to create a subcommittee that would include staff members to review and interview the top three firms we receive.

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Booker asked does anyone have thoughts?

Fortenbaugh responded I think it's a good idea to have staff subcommittee to interview the firms.

Booker stated okay. A committee of members here with staff. Does the Technical Committee review that recommendation?

Brown responded yes; we can include them as well if you want?

Booker stated so you know we have a Technical Committee.

Fortenbaugh stated well maybe they can take over that.

Denham stated right.

Brown stated okay.

Booker stated to me that Technical Committee takes care of that and we don't need to.

Harris stated I agree.

McNally responded I'm good with that.

Denham asked does planning commission have anything to do with this.

Brown stated planning commission will be involved with the development of the plans. But the actual RFQ does not go through here.

Denham stated perfect.

Stone stated that is one of the reasons we wanted to bring that up. Who selects to this committee? Because the Planning Commission and the Council have some stake into what this plan will do.

Booker stated and the Planning Commission is not represented on the Technical Committee.

Brown responded no.

Cleghorn stated the council absolutely has a part in this. The Comp Plan includes the Land Use Plans and the Transportation Plan and the Strategic Plan it absolutely has a part in this. I guess it will eventually have to go to Council.

Brown responded yes; it will eventually have to go to Council once everything is complete and the plan is completed Council would have the final say in approval.

Denham stated that brings up a good point is that something that needs to be monitored before you select. I mean of course all you're doing is finalists as far as the Technical Committee goes.

Brown responded yes.

Booker stated the Technical Committee is professionals, is that the way to put it Jay?

Earp responded I'm on it.

Brown stated it's a good, rounded group of professionals. Joe Painter is on that committee.

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Booker stated to me the Council's involvement it gets to the council, if a council member wants to be involved, they can go to the Technical Committee. To me when the CPC is involved when it's time to be involved if they want to go the Technical meetings they can. It's just a selection process for the company we are choosing.

Brown responded yes.

Booker stated so to me it open for discussion and motions but to me the Technical Committee takes care of this.

Denham stated the Planning Commission has no problem with the Technical Committee doing it. It's again just basically interview finalists and making a recommendation.

McNally asked are you making a motion?

Denham stated I will make that motion.

Cleghorn stated I will second.

Motion by Denham, Second by Cleghorn, to approve the Transportation Technical Committee with staff recommendation as a review committee for the finalists for the development of the 2050 Land Use Plan. Aye: Denham, Booker, McNally, Owens, Harris, Cleghorn, Fortenbaugh, Earp. Nay: None **Motion Passed**

Gibson stated Mayor if I may.

Brown stated Greg has a.

Gibson stated you guys just approved the Technical Committee to be a reviewing body but did you actually approve

McNally stated going out for the

Denham stated staff recommendation

Brown stated yes.

Booker stated staff recommendation with the Technical Committee as the one that makes the decision.

Gibson responded I was just looking at the approval request for Qualifications for development authorize staff to issue the RFQ, but I didn't hear that part.

Brown stated to accept a friendly amendment

Fortenbaugh? responded so moved.

Booker asked that was the motion wasn't it.

Denham responded yes.

Booker stated ok. Are you okay with us going on?

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Gibson responded I certainly am.

Booker stated thank you for that.

6. Discuss recommended changes to the bylaws of the Transportation Policy Board and provide direction to staff.

Brown stated we've provided a copy of the bylaws in your agenda, and we've struck through just like we do on an ordinance, so anything underlined is new and anything struck through is what we are striking out. We've clarified who is on the Transportation Technical Advisory Committee in that piece, and part of the bylaws talk about designating an alternate the current bylaws state they have that to the MPO Director by January 1st of each year. So we are striking that language out so that at any time if something happens you can designate an alternate. At the April meeting, so if you have any other changes, you want us to make we can make them and send them to ODOT for approval. And we will bring it back to you once they have approved it. We are hoping by our meeting in April we'll have approval from ODOT, you guys will be a final approval, and then we are going to appoint alternates at the April meeting as well after we have approved the bylaws.

Fortenbaugh asked if we need to take action on this since it says to provide direction to staff. It will come back in the final form to us to officially approve.

Brown responded yes it will come back in the final form. We just wanted you to look at it and if there are any additional changes that you wanted to make. Most of it is just changes and cleaning up language, it hasn't been touched in a while.

Booker stated so I guess our direction to staff is that we are approving it?

Denham stated approving the changes that they submitted.

Brown stated the next step is for this to go to ODOT.

Motion by Denham, Second by McNally, to approve the changes to the bylaws. Aye: Cleghorn, Harris, Owens, McNally, Booker, Denham, Earp, Fortenbaugh Nay: None **Motion Passed**

7. Reports or Comments

Earp stated I will be fast. We're going to be having a meeting on our Roger's Lane Safety Improvement project that I've talked about a few times. We are trying to figure about a way to educate the public on what we are doing. We're going to meet with our consultant about having a public education campaign kickoff meeting Friday just to brainstorm on to reach the public on the ideas. That concludes my report.

Booker stated Fort Sill. I didn't see Debra.

Brown responded she is out of town.

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Booker stated Lawton-Fort Sill Regional Airport, Barbara.

McNally stated we are plugging along with the terminal project we received an additional 4.3 million out of the ATP funds, that's a 5-year program so we actually have the ability to go back and ask them for additional funds. The total of that terminal project is 16 million so we're almost there with being able to completely fund it without using the bond money that we set aside for it. So it's exciting.

Booker responded it is exciting. Thank you. LMPO Director, Charlotte.

Brown stated you guys met Candace, she is our new Transportation Planner I so you will be seeing her more at the meetings. We did hire a Planner I as well, so we've got some help down there, so we should start charging some more stuff out. And then we have a transit trust meeting this afternoon for discussion on the location on the transfer center site. The traffic flow study has started we expect final information for that in August based on the timeline she has given us. They are going to prioritize the Lawrie Tatum signal and get that information to us ahead of the final report.

Booker asked when might that be?

Brown responded I don't have a clear answer on that one yet.

Booker asked can you get that before next Tuesday.

Brown responded yes.

Booker responded thank you.

Harris asked Charlotte what exactly will they be looking for at the Lawrie Tatum signal?

Brown responded I really think they will be looking at the signals warranted.

Harris stated I think Councilman Gill is really hot to eliminate that signal.

Brown stated the study from Lawrie Tatum to 7th Street on Gore so they're going to look at that would stretch, but they'll look at that specific location with priority.

Harris responded okay, thanks.

Brown stated I text Susan because she was downstairs in the TIF meeting. She said she had some things to go over with you for the reports, but she has not made it up here just yet.

Cleghorn responded she still may be discussing the TIF.

Stone stated we haven't really had many changes. I mean we had a few checks but.

Brown responded I don't know, she said she some stuff to go over.

Booker stated can you ask her how important it is.

Brown responded okay.

Denham asked is Dan down there explaining it?

Cleghorn responded yes Dan is down there explaining it.

Denham stated that explains everything.

Brown responded she said it can wait will April.

Booker stated so MPO finances will wait until April.

8. Comments from the Public

None

9. Adjournment

Booker stated we move to adjournment and stand adjourned.

Owens stated now I made that motion.

Denham responded we do have tradition here.

With no further business the meeting was adjourned at 11: 17am.