MINUTES
LAWTON METROPOLITAN PLANNING ORGANIZATION POLICY BOARD
3RD FLOOR CONFERENCE ROOM
July 11, 2023

Minutes of the Lawton Metropolitan Planning Organization Policy Board meeting held July 11, 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:	David Denham Jay Earp Allen Hampton Johnny Owens Kelly Harris David Madigan
MEMBERS ABSENT:	Stan Booker 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 Susan Schlecht, Accountant Finance Department Ryan Landers, Lawton Area Transit System (LATS) Mike Woodhams, ODOT

---

2. Verify posting of meeting.

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

3. Introductions.

4. Approval of minutes of the June 6, 2023, meeting.

Motion by Owens, **Second** by Harris, to approve the minutes from the June 6, 2023 meeting. **Aye:** Madigan, Earp, Hampton, Harris, Owens **Nay:** None **Motion Passed**

Business

5. Consider approving the updated Memorandum of Understanding between the Oklahoma Department of Transportation and the Lawton Metropolitan Planning Organization.

Stone stated the Oklahoma Department of Transportation has sent us the updated Memorandum of Understanding after the MPO bylaws were updated. The changes are because the Memorandum includes the bylaws as an exhibit.

Motion by Earp, Second by Owens, to approve the updated Memorandum of Understanding between the Oklahoma Department of Transportation and the Lawton Metropolitan Planning Organization. **Aye:** Hampton, Madigan, Denham, Harris, Earp, Owens **Nay:** None **Motion Passed**

6. Consider approving a letter to the Oklahoma Department of Transportation stating the LMPO's choice to support the target numbers established by ODOT for Pavement Condition, Bridge Condition, and System Performance, and authorize the Director to sign.

Stone stated this letter indicates to ODOT that we will be supporting the state performance measures and targets for these specific items as apposed to creating our own performance measures and targets for the Lawton area. The benefits for that are that we don't have to create our own and because of our population size it is very possible that something could occur and put one of these out of range and it is much more likely if we are not included with the state as a whole.

Madigan asked any thoughts or concerns.

Harris asked this does not reflect on the study we just had done in the city.

Brown responded no.

Harris stated different numbers, okay.

Brown responded yes.

Motion by Earp, **Second** by Denham, to approve a letter to the Oklahoma Department of Transportation stating the LMPO's choice to support the target numbers established by ODOT for Pavement Condition, Bridge Condition, and System Performance, and authorize the Director to sign. **Aye:** Earp, Madigan, Denham, Owens, Harris, Hampton **Nay:** None **Motion Passed**

7. Consider accepting the Fleet Transition Plan from Kimley-Horn & Associates and consider forwarding to the Lawton City Council for consideration.

Brown stated we are going to have Ryan speak on that.

Landers stated so the Bus Transition or Fleet Transition plan is required by the Federal Government in order to go after any type of federal grant for zero or low emission grants. Basically this a requirement and but it's also giving a baseline on how many years it will actually take to completely transition to zero or low emission vehicles for us.

Madigan asked any questions for Ryan.

Denham asked and what is the length of that time? 2030?

Landers responded 2035, I believe. (cannot discern audio)

Harris stated motion to approve.

Stone stated I do have one recommendation instead of forwarding to the City Council it should be forward to the Transit Trust. That was a mistake on my part there.

Brown asked will you accept a friendly amendment to forward to the Transit Trust.

Harris responded yes.

Madigan asked does it stop at the Transit Trust or does it go to Council?

Harris responded they will make a motion to either sent it to Council or to not send it to Council correct.

Brown responded the Transit Trust would be the final say.

Madigan stated it is. Okay.

Harris stated oh, it is.

Brown stated the transit trust will be the final say.

(cannot discern audio people are talking over each other)

Denham asked it is the Council though.

Brown stated yes, it's the same board.

Harris stated it's not the committee, it's the trust.

Brown responded yes, it's the actual trust.

Madigan stated so we have a motion to approve with that one small change from Mr. Harris, do I have a second?

Hampton responded second.

Motion by Harris, **Second** by Hampton, to accept the Fleet Transition Plan from Kimley-Horn & Associates and consider forwarding to the Transit Trust for consideration. **Aye:** Hampton, Madigan, Earp, Harris, Owens, Denham **Nay:** None **Motion Passed**

8. Reports or Comments.

Woodhams stated we are presently working on trying to get the encumbrance from the 5303 grant that was signed as of three weeks ago and when that is completed then all of the outstanding claims that have been filed will be paid.

Madigan responded great, that is good news.

Earp stated I have a couple of reports. US 62 overlay between Lawton and Cache will hopefully be completed by the end of the month. The rain slowed us down a little bit on that. Commission award yesterday an I-44 bridge repair project. I-44 northbound over Carver and the Railroad kind of like a long sweeping elevated kind of bridge we are going to be doing some deck work and work on that bridge probably will take about two to three months for the contractor to get there. It was just awarded yesterday. We did a little bit of a pavement repair for the offramp to Cache westbound probably caused a little bit of a tie up, I apologize, but we did quite a bit of concrete repair there. That concludes my report.

Madigan responded that's great. Thank you. Any questions for these gentleman? Lawton Airport, Allan, you want to mention anything on our behalf?

Hampton stated I think everything is going really well. The building is coming along. The rental car carwash base is working out really well and I like those big planes. They look bigger in the sky when they come in.

Madigan stated and we are blessed that we are keeping them full to, in and out. It's been good. LMPO Director's report.

Brown stated we got the draft scope and contract from Garver on the Land Use Plan, so we are in the process of reviewing that. And I believe we are missing some information from the money side of it, so we are going to go back and forth with it a little bit. Hopefully by the August meeting we will have a contract to bring back to you guys. We have City Transit Trust today to authorize us to go out and award the RFQ for the transfer center site, the transfer center professional engineering and architect contract with Wendell Architect. That is all I've got.

Madigan asked any questions for our Director? Susan?

Schlecht stated at the top of the page you can see we had some deposits that were for July and August claims that was $9,520. Also below that we have receivables quite a few receivables there of $62,487.80. That basically means we have the paperwork submitted it just has to be worked and we will get that cash deposited. Below that is outstanding checks. Usually, this time of year we have quite a few checks go out due to lots of invoices coming in. Right now, the outstanding checks as of July 10th is $56,553.49. Brings our adjusted cash to $124,506.25. Below there you can see that we have that adjusted cash is the encumbered funds for the EST some of those funds have been utilized about $29,000 worth. So that brings our encumbered funds for EST to $95,131.50. And that makes our total cash available as of close of business yesterday to $29,374.75. Are there any questions?

Madigan responded thank you very much. I hope everyone is really liking this new report, I mean I think it's nice. I really appreciate all of your hard work to get us to this point where we stand, thank you.

9. Comments from the Public.

None.

10. Adjournment.

Motion by Owens, **Second** by Earp, to adjourn the meeting. **Aye:** Hampton, Earp, Denham, Madigan, Owens, Harris **Nay:** None **Motion Passed.**

With no further business the meeting was adjourned at 11:12 am.