

MINUTES
LAWTON METROPOLITAN PLANNING ORGANIZATION POLICY BOARD
3RD FLOOR CONFERENCE ROOM
August 20, 2024

Minutes of the Lawton Metropolitan Planning Organization Policy Board special meeting held August 20, 2024, 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 Vice-Chairman David Madigan.

ROLL CALL

MEMBERS PRESENT: David Denham, City Planning Commission, Chairman **
Jay Earp, ODOT Engineer, District VII
George Gill, City of Lawton, Council
Allan Hampton, City of Lawton Transit Trust
Kelly Harris, City of Lawton, Council
Devon Westbrook, ODOT, MPO Coordinator
Johnny Owens, Comanche County Commissioner, Central District
David Madigan, Lawton-Ft. Sill Regional Airport Authority

MEMBERS ABSENT: Stan Booker, City of Lawton Mayor
Isaac Akem, FHWA *
Laura Chaney, ODOT Multimodal and Planning Division *
Oklahoma State Senator *
Oklahoma House of Representative Member *
Marc Oliphant, Federal Transit Administration Region VI *
Fort Sill Commanding General *

ALSO PRESENT: Christina Ryans-Huffer, Recording Secretary
Christine James, Director of Planning
John Andrews, City Attorney
Jonathan Stone, Transportation Planner
Hope Davis, Transportation Planner
Susan Schlecht, Accountant City of Lawton Finance Department
Debbie Dollarhite, LMPO Administrative Consultant

*Nonvoting Member

**David Denham entered at 11:03 am

Verify posting of meeting.

The meeting was posted on August 20, 2024, at 11:51 am by Ashton Wall, City Clerk's Office.

Introductions.

All attendees gave introductions.

- 1 Consider approving minutes from the special scheduled meeting held on July 16, 2024.**

Motion by Owens. Second by Gill to approve minutes from the special scheduled meeting held on July 16, 2024 **Aye:** Earp, Gill, Hampton, Harris, Westbrook, Owens, Madigan **Aye: None Motion Passed 7-0**

BUSINESS

- 2. Consider approving boundary changes to the Lawton Metropolitan Area Urbanized Area boundary and authorizing Staff to submit the revised map to State and Federal agencies for approval.**

Every 10 years after the Census, the Census Bureau updates the boundaries of urbanized areas. MPOs are given the opportunity to revise the urbanized areas based on local knowledge that is not gathered in the Census. These boundaries are required to include the existing urbanized area and should also include any areas that could be urbanized but not shown on the Census map. On April 2, 2024, the Policy Board approved an amendment to the urban boundary reducing the boundary to the urban boundary of the Census; however, the revised map was not submitted to ODOT for approval.

Historically, the urban boundary has aligned with the Lawton Metropolitan Area Transportation Study (LMATS) area. Changes to the urbanized area impact the functional classification of streets which can impact Federal funding. During the review of the functional classification of streets at the July 2, 2024, Technical Committee meeting, it became apparent that the urban boundary should be changed back to the LMATS area.

The Technical Committee recommended approval at their August 6, 2024, meeting.

Motion by Harris, Second by Owens approving boundary changes to the Lawton Metropolitan Area Urbanized Area boundary and authorizing Staff to submit the revised map to State and Federal agencies for approval **Aye:** Earp, Gill, Hampton, Harris, Westbrook, Owens, Madigan, Denham **Nay:** None **Motion Passed 8-0**

3. Consider adoption of the 2024 Functional Classification Map, and authorizing Staff to submit the outlined changes to State and Federal agencies for approval

The functional classification system is a tool used by Federal, State, and local governments to assign jurisdictional responsibility, allocate funds, and establish design standards for streets and highways. The classifications of streets for the 2024 maps include:

Principal Arterial

- Serves the major traffic movements within urbanized areas connecting central business districts, outlying residential areas, major intercity communities, and major suburban centers.
- Serves a major portion of the trips entering and leaving the urban area as well as the majority of through traffic desiring to bypass the central city.
- Provides continuity for all rural arterials which intercept the urban area.

Minor Arterial

- Serves trips of moderate length at a lower level of travel mobility than principal arterial routes.
- Provides access to geographic areas smaller than those served by principal arterial routes.
- Provides intracommunity continuity but does not penetrate identifiable neighborhoods.

Major Collector

- Collects traffic from local streets in residential neighborhoods and channels it into an arterial route.
- Provides both land access service and traffic circulation within commercial areas, industrial areas, and residential neighborhoods.

- Operating characteristics include higher speeds and more signalized intersections.

Minor Collector

- Serves both land access and traffic circulation in lower density residential and commercial or industrial areas.
- Penetrates residential neighborhoods often only for a short distance.
- Distributes and channels trips between Local Roads and Arterials usually over a distance of less than $\frac{3}{4}$ mile.
- Operating characteristics include lower speeds and fewer signalized intersections.

Local Streets

- Comprises all streets not on any of the higher routes.
- Provides direct access to land and to higher routes.
- Through traffic usage is discouraged.

The State, in cooperation with local officials, must update the functional classification system after the census urbanized area boundaries are designated.

Attached is the proposed map which Staff has revised in accordance with the guidelines provided by ODOT.

The changes to the current functional classification map are outlined below:

- | | |
|--|--------------------------------|
| 1. NW 40 th Street from Gore Blvd to Meadowbrook Dr. | Upgraded to Minor Collector |
| 2. East Gore Blvd from Flower Mound Rd to East 45 th Street. | Upgraded to Principal Arterial |
| 3. East Gore Blvd from East 45 th Street East for $\frac{1}{2}$ mile. | Upgraded to Minor Arterial |
| 4. SW 82 nd Street from Coombs Rd to Woodlawn Rd. | Added Minor Arterial |
| 5. NW Ferris Ave from 2 nd Street to Railroad. | Upgraded to Minor Collector |
| 6. N Railroad Street from Gore to Ferris Ave. | Upgraded to Minor Collector |

The Technical Committee recommended approval at their August 6, 2024, meeting.

Motion by Hampton. Second by Harris adoption of the 2024 Functional Classification Map, and authorizing Staff to submit the outlined changes to State and

Federal agencies for approval **Aye:** Gill, Hampton, Harris, Westbrook, Owens, Madigan, Denham, Earp **Nay:** None **Motion Passed 8-0**

4. Receive an update on the status of the 2050 Metropolitan Transportation Plan, results of public involvement efforts to date, and the timeline of the project from staff.

The FY 2024 Unified Planning Work Program includes the task to hire and monitor a consultant to develop the Travel Demand Model and prepare the 2050 Metropolitan Transportation Plan. A contract was signed with Kimley-Horn 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.

At the May 7, 2024, meeting, Staff updated the status of the MTP and Travel Demand Model and shared results from public involvement efforts. The Technical Committee and Policy Board asked for more details on the February-March 2024 online survey, a project timeline, and proposed goals and objectives. Kimley-Horn presented additional information at the June 4, 2024.

At the end of July, Kimley-Horn conducted a second public involvement survey, asking participants to rank their project priorities. The survey was open for two weeks, closing on August 5, 2024, and received responses from 159 participants, who represented a diverse range of backgrounds according to the demographic information provided. The results align with the project prioritization approved at the July 17 meeting. This feedback will be incorporated into the MTP to assist in allocating projects across potential funding years, considering financial constraints.

At the February 6, 2024, meeting, the Transportation Policy Board set a goal of 500 responses for surveys and public meetings. The initial survey garnered 358 responses, 50 individuals provided comments at our booth during Open Streets, and 8 people attended our public workshops. To date, we have received a total of 575 public responses for the MTP. There will be additional opportunities for public participation in the coming months.

Reports or Comments.

Federal Highways-None

ODOT

Earp provided updates on two projects. First, regarding the Gore Pedestrian Bridge, the contractor is currently working on the west end and will need to close some lanes on Gore Boulevard. We are coordinating with the City to extend green light times to help alleviate traffic congestion due to the single lane across the bridge. The expected completion date for this construction is still the end of January.

As for the Rogers Lane project, the plan is to open 82nd Street today, and the work will then continue eastward. The next phase will focus on the stretch between 78th Street and 67th Street, and progress on this work is ongoing.

Fort Sill-None

Lawton Fort Sill Regional Airport

Madigan noted that there is a significant amount of construction and work underway. During our Board meeting this morning, it was impressive to see the number of projects Barbara is managing—it's truly remarkable. The city is partnering with us on road construction efforts. We're also planning to build a new tower and conduct a study to expand and enhance the runway. In addition, we're working on a customer enhancement project to improve overall services.

LMPO Director

James stated we are wrapping up the MTP. The Public participation for the Draft Plan will be here late September and run through most of October. Our goal is to be completely done with the MTP by the end of the year.

LMPO Finances

Susan Schlecht stated financial report through July 30, 2024.

See attached Report.

City of Lawton Engineering-None

Comments from the public.

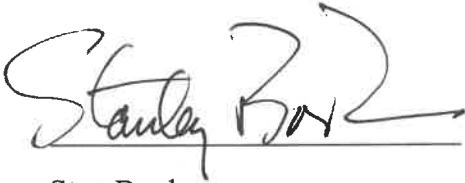
None

Adjournment.

Motion by Owens. Second by Harris to adjourn the meeting **Aye:** Hampton, Harris, Westbrook, Owens, Madigan, Denham, Earp, Gill **Nay:** None **Motion Passed 8-0**

With no further business the meeting was adjourned at 11:35 am.

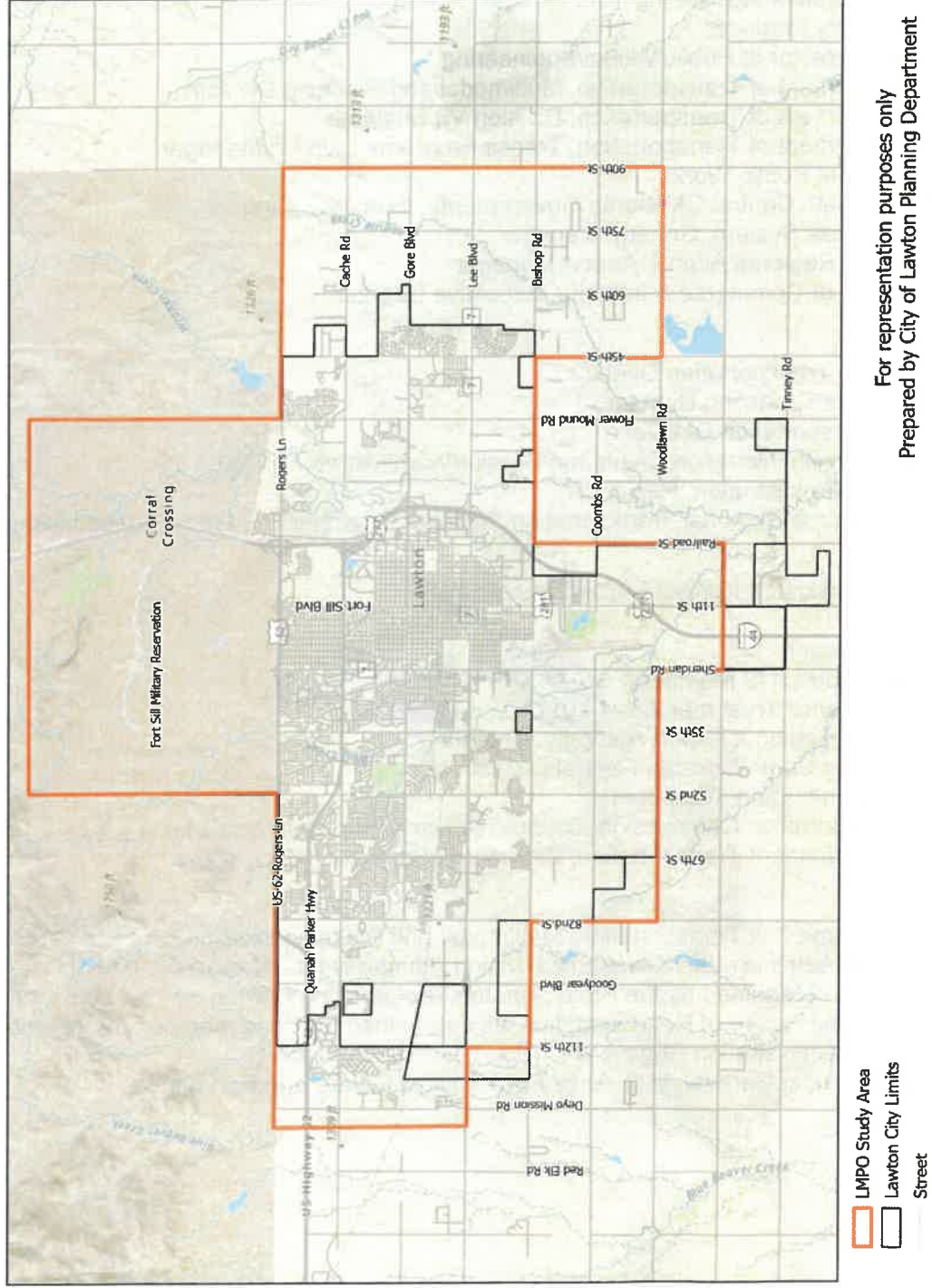
These meeting minutes were approved by the LMPO Policy Board members at their meeting on
10-15-2024.

A handwritten signature in black ink, appearing to read "Stanley Booker", written over a horizontal line.

Stan Booker

Chairman

APPENDIX A: LMPO Boundary Map
Lawton Metropolitan Planning Study Area Boundary



LAWTON METROPOLITAN PLANNING ORGANIZATION
as of JULY 31, 2024

BANK DEPOSITS

Claim Type/Month	Claim Date	Amount	Deposit Date
		Total	\$ -

RECEIVABLES

Claim Type/Month	Claim Date	Amount	
CMAQ OCT23 - MAR24	June 21, 2024	51,423.00	August 20, 2024
FHWA-PL OCT23 - MAY24	June 27, 2024	13,810.00	
CMAQ JUN24	July 31, 2024	9,208.00	
FHWA-PL JUN24	July 31, 2024	99,194.00	
MPO 5303 SEP21	March 25, 2022	13,015	
MPO 5303 040124 - 042824	August 1, 2024	32,221.00	
MPO 5305 042924 - 052624	August 5, 2024	864.00	
MPO 5303 052724 - 062324	August 5, 2024	595.00	
MPO 5303 062424 - 063024	August 5, 2024	194.00	
MPO 5303 072423 - 082023	July 17, 2024	1,610.00	
MPO 5303 082123 - 091723	July 19, 2024	742.00	
MPO 5303 091823 - 101523	July 19, 2024	1,897.00	
MPO 5303 101623 - 111223	July 19, 2024	120.00	
MPO 5303 111323 - 121023	July 22, 2024	616.00	
MPO 5303 121123 - 010724	July 22, 2024	200.00	
		Total	\$ 225,709

OUTSTANDING CHECKS

Check Number	Invoice Date	Amount	As of Date
1844	June 19, 2024	3,960.00	August 20, 2024
1847	June 30, 2024	1,330.00	
1848	July 15, 2024	2,580.00	
1849	July 31, 2024	150.00	
1850	July 31, 2024	-	
1851	July 28, 2024	125.00	
1852	July 31, 2024	250.00	

Bank Balance as of 07/31/2024	145,119.85
Minus Outstanding Checks	(8,395.00)
Adjusted Cash Balance	\$ 136,724.85
Adjusted Cash Balance	\$ 136,724.85
Encumbered Funds-EST	-
Encumbered Funds-Kimley	(60,000.00)
HTG	(30,000.00)
Total Cash Available	\$ 46,724.85

List of Acronyms

MPO 5303	Metropolitan Planning Organization Transit Planning
CMAQ	Congestion Mitigation and Air Quality
FHWA PL	Federal Highway Administration Transportation Planning