

TTC MINUTES
May 2, 2023

MINUTES
TRANSPORTATION TECHNICAL COMMITTEE
3rd Floor Conference Room
May 2, 2023

Minutes of the Transportation Technical Committee meeting held May 2, 2023, in the 3rd Floor Conference Room, 212 SW 9th Street, Lawton, Oklahoma.

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

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

ROLL CALL

MEMBERS PRESENT: Charlotte Brown
Larry Wolcott
Jay Earp
Ryan Landers
Sarah McElroy
Joseph Painter
Barbara McNally
Mike Woodhams
Tom Zigler
Debra Porter

MEMBERS ABSENT: Krista Ratliff

ALSO PRESENT: Madison Aust, Recording Secretary
Jonathan Stone Senior Transportation Planner
Candace Smith, Transportation Planner I

2. Verify posting of meeting.

The meeting was posted on April 28, 2023 at 1:29 pm by Kobe Humble.

3. Introductions

4. Approval of minutes from the April 4, 2023 meeting.

Motion by Wolcott, **Second** by Landers, to approve the minutes from the April 4, 2023 meeting. **Aye:** Brown, Zigler, Wolcott, Porter, Painter, McNally, McElroy, Landers, Earp, Woodhams **Nay:** None **Motion Passed**

TTC MINUTES

May 2, 2023

5. Consider recommending to the Transportation Policy Board the approval of the 5303 agreement with the Oklahoma Department of Transportation for FY23.

Brown stated we received the 5303 agreement with ODOT, and we were sent some changes yesterday that we are hoping Mike can explain what the changes were from the one we had originally.

Woodhams responded the changes that were made were just some dates of performance that were inconsistent in the agreement and some minor changes. It didn't change any funding it basically We had originally wanted to include all available program years for funds and that the agreement follows up or basically brings together 18 and 19 FDA funds and that we're presently working on another agreement. The previous agreements have been time extended and then expired, and so this agreement was put in place so that we can pay outstanding invoices for previous to the ending time period, which would be June of this year and then the new agreement that will be coming will include any leftover funds plus the 2020 program funds that are about to be programmed into trans.

Brown asked and that is why you sent yesterday had the FY18 19 UPWP?

Woodhams responded correct.

Stone stated the date was changed from June 30th to September.

Brown stated the ending date for the time for performance was September 2023. Whereas the original one that you sent was ended June 30th of 2023.

Woodhams replied I will have to look at that, but what we wanted to try to accomplish was to bring more in line with the state fiscal year that you guys are on, so that those can instead of going from October or end of September 1st of October to the next year, which is the federal fiscal year, bringing it more in line with the state fiscal year.

Brown stated the other one starts on October 1, 2021, and ends in September 30th, 2023, not our fiscal year, but yours.

Woodhams responded right, then the next agreement will bring those in line and so that will cover those funds.

Brown stated we did send this down to Legal yesterday and my recommendation is that we approve it pending legal sign off on it, we have to have legal sign off on it before the mayor will sign off on it as chairman, so that's my recommendation on this one.

Motion by Painter, Second by Landers, to approve recommending to the Transportation Policy Board the approval of the 5303 agreement with the Oklahoma Department of Transportation for FY23 pending a legal review and sign off. **Aye:** Brown, Zigler, Earp, McNally, Painter, McElroy, Wolcott, Porter, Woodhams, Landers **Nay:** None **Motion Passed**

TTC MINUTES

May 2, 2023

6. Review the responses received to the RFQ for the 2050 Land Use Plan and take action as necessary.

Brown stated we received 2 responses one from Garver and one from Wallace Design Architects, and they were included in your packet. We do not have to take action today, if you want to call them in, they are the only two that responded. If you wanted to call them in, we could call a special meeting and have them come in and each your presentation and ask questions. If you wanted to do that.

McElroy stated I didn't see anything in there that really has one higher than the other. In my opinion, they seemed pretty even as much as looking at like the rubric for points. I mean, I think based on that I would give them both 25 points for the four or five categories.

Brown stated I mean, I'm not going to lie I had to scan it this morning since it's been so crazy, but I agree just skimming it everything looks pretty even across the board.

Painter asked do we just draw names at this point? Or do we set up interviews and have a presentation?

Brown responded let's set up interviews and presentations with them. We will reach out to you guys on a date that will work.

Painter said give them like 30 minutes to present and 30 minutes of questions.

Brown responded yes, because I know we received the transfer center stuff and the other day we got 3 responses to that, and we've got some interviews scheduled for that.

Painter asked do you have the schedule on when who's who. I just have a window blocked out.

Brown responded and that's what I wanted to get it on our calendar. Candace is finishing up that so as soon as we get response back from Guernsey on that, we'll get who's who and when, and we'll get you their stuff for you to look at Joe.

Painter stated thank you.

Earp stated question, so we have two responses for the RFQ, would all of us be reviewing or do we want to reduce it down to three or four?

Brown responded that is up to you guys.

Stone stated that is a good idea, the Tech Committee is a review committee so that would up to the Policy Board, wouldn't it?

Brown stated we can make a recommendation to the Policy Board because this is on their agenda as well that if the tech committee wants to just do like a three-man subcommittee, we can. We can say that we're going to schedule interviews and our recommendation is to do a three- or four-man subcommittee and bring it back that way.

Landers stated I would make that recommendation. I think it would be easier that way and you wouldn't have 10 people in on that.

TTC MINUTES

May 2, 2023

Brown asked okay, so who wants to sit on that Subcommittee if Policy Board approves it? Joe. Barbara.

McElroy responded I don't mind doing it either, just so there's ODOT representation too.

Painter stated somebody that actually looked at it.

McElroy stated you've got time. I think you can do it.

Brown asked so that would be our take action as necessary to recommend.

Painter asked o what's the approval process again, are we we're recommending somebody who is a?

Brown responded we are recommending to the Policy Board.

Painter asked why don't we just have the policy board representative, and our representatives do one interview?

Brown responded because the Policy Board designated the Tech Committee to do the review and make the recommendation.

Painter asked they do not want to be a part of the review.

Brown responded they did not, because that's what we originally took to them was to see if they wanted staff to do it if they wanted, if they wanted to be part of it, and they all said no. They said the Tech Committee is a board of professionals so that was the route they wanted to go. OK. So then are we going to make a motion to schedule interviews with a four-person subcommittee with the two firms, is that the motion on the table?

Painter said so moved.

Motion by Painter, Second by Landers, to schedule interviews with a four-person subcommittee with Garver and Wallace Design Collective. **Aye:** Landers, McElroy, McNally, Painter, Porter, Wolcott, Zigler, Woodhams, Brown, Earp. **Nay:** None **Motion Passed**

7. Provide recommendations to Staff on projects for the FY24 Unified Planning Work Program.

Stone stated at the next meeting we will be presenting the input planning work program for FY24 and the planning process for that, you would like input from both the tech and Policy Board on what you would like to see done for the next fiscal year.

Landers stated you have the transfer center be on this and maintenance facility. Oh so, for the rest of this fiscal year.

Brown responded this is for the next fiscal year.

TTC MINUTES

May 2, 2023

Stone stated we have kind of already spoken about the 5303 funds, I believe, there's a lot of projects we want to look into those. For our PL funds or we don't have a full slate of projects although the Land Use Plan and the Travel Demand Model will take a large chunk of that.

Landers asked are we only putting projects that are using those funds. Or would it be other funds? Because if we end up using 5339 funds on future transit development projects.

Stone responded those projects will not be in the UPWP they might possibly be in the TIP.

Landers stated okay, I just wanted to make sure.

Stone stated and our air quality funds will be using will work in the traffic improvement study that is already paying, but if there's any other projects, anything that committee thinks that we should address, this is time to mention something.

Landers stated the Zero Emission Study doesn't need to be, even though that technically not the mission until

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

Brown stated we just got the final report and bill on that yesterday

Landers stated okay, I just wasn't sure what.

Brown stated we just got the final bill on that yesterday.

Landers responded okay.

McElroy asked what would the study of the parking in the downtown area what purpose does that serve? What's the end result?

Stone responded the end result would be GIS files of parking lots and counts of vehicles during peak times that are in those parking lots and to show flexible excess parking that would be in downtown.

McElroy asked that would be needed in downtown.

Stone responded no, no.

Brown stated that is existing downtown.

Stone stated no, I mean, if that's what the data shows, but very likely there's going to be excess parking as opposed to any of those.

Painter stated like the mall.

Brown responded well, and there's been some discussion about turning C Avenue and putting it on a road diet right through there to.

Stone asked is that something we should use PL funds to look at.

McElroy responded the road diet, if they're available, I mean my other question was is you know, how much is going to be available with the travel demand and the MTP, that has to be updated.

TTC MINUTES

May 2, 2023

Stone stated right, and in June meeting we will be issuing the RFQ for the MTP.

McElroy stated okay.

Stone stated and once we start negotiations for the land use plan, we'll know how much it is there and it's going to be a little difficult to budget for that, but the plan, that latest plan, both consultants have a time frame of FY25.

McElroy stated okay.

Brown stated yeah, 15 to 18 months, I think it is what's expected.

McElroy stated gotcha.

Stone stated the MTP will also extend it to FY25, so there's some flexibility to use in that.

Brown stated you guys are good with what Jonathan has listed here with the five or is there anything else that you want to see added to it. Okay, do we have a motion?

Motion by McElroy, **Second** by McNally, to recommend the 5 projects on the list for FY24 Unified Planning Work Program. **Aye:** Wolcott, McNally, Painter, Zigler, Woodhams, Brown, McElroy, Earp, Landers, Porter **Nay:** None **Motion Passed**

8. Reports or Comments.

Brown stated I just have one. If you've not sent me your alternate please do so, and then we'll get it on so that they can start attending if they need to. Jay, do you have anything?

Earp stated we are currently overlaying Highway 49 north of the Post, and we will be over laying US 62 from the fly over bridge out West to Cache this summer. And we're wrapping up the joint seal projects at the fly over bridge and over here on I-44 South of Lee. That concludes my reports.

Brown asked what are you all doing around Gore? On 44?

Earp responded Gore and 44.

Brown stated the right lane is closed.

Earp responded it must be a powerline then.

Brown stated ok, I just noticed that because I noticed the lines across coming in South of 49 and then I noticed that they had Gore closed or 44 closed.

Earp responded yes, the powerline. They wanted to close the highway but then they figured out we didn't like that, and they figured out a way to do it one lane at a time. We're probably going to have to put a truck in the center median to hold up the line that goes across if y'all noticed if they've done any of the stringing of the lines?

TTC MINUTES

May 2, 2023

Brown stated no, I didn't go past it, I just noticed that they actually had everything blocked off that first lane today.

Wolcott asked do you already have a contractor for the US 62 overlay?

Earp responded yes, sir Overland Contracting. T & G is doing some sub work for them, so you'll see your T & G trucks out there doing a lot of work. I said you are because they're Lawton people.

McNally stated still have the terminal project which we'll have been going on forever, but eight more months and we'll have the boarding gate complete and what else we got FAA inspection going on right, I will be heading back there right now, and what else? I think that is about it. Oh, our enplanements have really gone up. We've got larger aircraft out there and it looks like our community is actually filling those seats. So, we're over 4,000 in and 4000 out last month. So that's pretty good month for us. Anyways, that's good news. That's all I just.

Zigler stated we're busy.

Brown stated I can understand that.

Zigler stated we're busy and I'm back in the harness again.

Landers stated busy month, so this week we'll do evaluations for on new on demand software, bus tracking software and then we have interviews next week, the week after for design of the transfer center maintenance, and Operation Facility so very busy Monday.

Brown asked how was transit week? How did Saturday go?

Landers responded way to busy. Made about 400 hotdogs. We cleared out all of our snow cones and cotton candy. It was to many people, but it was a lot of fun. Good turnout, and I was exhausted at the end of it.

McElroy asked is there a location for the transfer center yet, or no?

Landers responded no.

Brown stated part of the RFQ is part of it.

McElroy responded that's part of the gotcha.

Zigler stated we've been working on that for a long, long, long time.

Landers responded that is an understatement of the last eight years.

Brown stated I mean staff, you know, we have our recommendation and we all got shut down.

McElroy responded wow, that's fun. I'll let you guys know we submitted the updated PL Formula to Federal Highway, so we're hoping to have that approved very soon so we can get out your annual PL agreement all with CMAC. I would go ahead and put it on the agenda for the June bid list or not the June bid list sorry, I'm in STIP world for your June meeting. Go ahead and put that on the agenda that we will have your PL and CMAC agreements. Like I said, we're just waiting on official notification from Federal Highway that that's been accepted and then we

TTC MINUTES

May 2, 2023

will push those agreements out to you guys, so they're ready we just have to fill in the funding. That's it.

Woodhams stated we've already talked about mine, but we're working on the 2020 to include the 2020 funding year agreement that will be coming out. Once that's done, that will be trying to do this on an annual basis.

McNally asked can I ask does anybody know what the 70th Street if that's going to be open again, do you know what I'm talking about off of Lee going into Eisenhower Village? There was a bunch of construction and they sort of took over that road, well, it's like a dirt road now where it used to be a road into the access.

Painter asked 70th and Lee?

Brown stated that was probably sewer.

Painter stated yeah.

McNally stated well, the sewer project was going on, but they kept that road open because it's access into the village and now it's been closed for a couple of months now. But the last time I looked there was actually more road there. It's all like gravel and that is I guess their staging area. I just wondered if they were ever going to get it back to us.

Brown stated it should be given back.

McNally asked how long is that project supposed to be, do you know. Does anyone know the sewer project? No, okay.

Painter stated Charlotte knows someone she can ask.

Brown stated I know there Director really well.

McNally responded oh do you now.

Brown stated I can ask him.

McNally responded I'm just curious.

Brown stated because they're going all the way from way out there to a 52nd or something like that with that line.

McNally stated I guess because it's just an entrance, it's not really a travel street it's just residents that end up using a street that they ended up taking over. Okay.

Brown stated I will ask and let you know.

McNally responded okay, cool. Thank you. If a contractor screws up a street, do they pay for it?

Brown responded they are supposed to repair it.

TTC MINUTES

May 2, 2023

9. Adjournment.

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

With no further business the meeting was adjourned at 10:27 am.