

MINUTES  
TRANSPORTATION POLICY BOARD  
December 10, 2019

The meeting was called to order by Chairman Stanley Booker at 11:00 A.M. in the Third Floor Conference Room, City Hall, 212 SW 9<sup>th</sup> Street, Lawton, Oklahoma. Meeting notice and agenda were posted on the City Hall notice board as required by State Law.

MEMBERS PRESENT: Stanley Booker, Mayor, City of Lawton, Chairman  
Jay Earp, ODOT Division VII Engineer  
Sean Fortenbaugh, Lawton City Council  
Johnny Owens, Comanche County Commissioner  
Pat Henry, Lawton City Planning Commission  
Randy Butler, Fort Sill Public Works Director\*  
Braden Cale, ODOT MPO Coordinator\*

MEMBERS ABSENT: Keith Jackson, Lawton City Transit Trust  
Steve LaForge, ODOT Division VII Transportation Commissioner  
Jay Burk, Lawton City Council  
Barbara McNally, Lawton Fort Sill Regional Airport Authority  
John Michael Montgomery, Oklahoma State Senate District 32\*  
Isaac Akem, FHWA Division Administrator\*  
Ryan Landers, LATS General Manager\*

ALSO PRESENT: Richard Rogalski, LMPO Director  
Travis Estep, Transportation Planner  
Jonathan Stone, Transportation Planner  
Debbie Dollarhite, Senior Planner  
Tammy Anderson, Recording Secretary

\*Non-Voting

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2. APPROVAL OF MINUTES OF THE SEPTEMBER 24, 2019 MEETING.

**MOTION by Owens, SECOND by Earp, to approve the minutes of the September 24, 2019 meeting. AYES: Booker, Fortenbaugh, Owens, Earp, Henry. NAYS: None. MOTION CARRIED 5 - 0**

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3. HOLD A PUBLIC HEARING AND CONSIDER APPROVING A RESOLUTION ADOPTING THE 2045 METROPOLITAN TRANSPORTATION PLAN.

The metropolitan transportation plan (MTP) is reviewed and updated every five years and covers at least a 20-year planning horizon. The 2040 Metropolitan Transportation Plan, the previous MTP, was approved on April 14, 2015 by the LMPO Transportation Policy Board. The 2045 MTP incorporates federal mandates from the Fixing America's Surface Transportation (FAST Act) including performance measures.

A travel demand model was created by Tim Padgett with Kimley-Horn and Associates, Inc. for both the base year of 2017 and the projected year of 2045. From this model, areas with levels of service less than "D" were evaluated and listed for consideration—with street segments possessing such levels of service being considered as congested. In the projected year of 2045,

the model predicted less than one total mile of roadway at LOS E, and no roadways at LOS F. Based on projected population estimates incorporated from the Oklahoma Department of Commerce and Woods & Poole Economics, Inc., growth was distributed in areas of the study area with consideration given to existing patterns of expansion and expectations of in-fill development.

An online survey regarding the proposed improvement projects was conducted for two weeks in October. The public review and comment period for the 2045 MTP began on November 8, 2019, with the draft plan being distributed to agencies and posted on the LMPO website. A notice was published in *The Lawton Constitution* on November 17, 2019, advising the public of three opportunities to meet with staff to discuss the draft plan and provide comments: November 21<sup>st</sup> at MacArthur High School, November 25<sup>th</sup> at Eisenhower High School, and November 26<sup>th</sup> at City Hall. There were 27 surveys completed, and ten comment cards were submitted. A notice of public hearing was published in *The Lawton Constitution* on November 24, 2019.

The 2045 MTP includes goals and planned improvement projects. The list of projects included in the draft 2045 MTP is the projects previously approved by the Policy Board.

The Technical Committee recommended approval of the 2045 MTP at its meeting held November 18, 2019.

Booker said he spoke about the MTP on the radio yesterday morning, and he noted that the MTP is constructed from a planner's point-of-view. While a number of citizens may have complaints about roadways near their homes, the MTP prioritizes projects based on the needs of the City as a whole.

Booker asked if staff received citizen feedback from the website posting.

Estep said staff received 27 comments on the website.

Booker opened the public hearing.

Seeing no one come forward, Booker closed the public hearing.

**MOTION by Henry, SECOND by Earp, to approve Resolution 19-3 adopting the 2045 Metropolitan Transportation Plan. AYES: Booker, Fortenbaugh, Owens, Henry, Earp. NAYS: None. MOTION CARRIED 5 – 0**

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4. RECEIVE A PRESENTATION FROM ARLEDGE AND ASSOCIATES ON THE LMPO AUDIT FOR THE PERIOD BEGINNING JULY 1, 2018 AND ENDING JUNE 30, 2019 AND CONSIDER ACCEPTING THE AUDIT.

Dollarhite said the audit would need to be accepted so it may be incorporated into the City's audit. A copy of the draft audit was provided to Board members at the meeting.

Kelly Schwartz with Arledge and Associates was scheduled to be at this meeting to give a presentation of the audit; however, he was unable to attend in person, so he reviewed the audit by telephone.

The report was clean, and no changes have been made to the draft report. There were no issues with government compliance.

Earp inquired about the process of paying invoices.

Dollarhite said all incoming invoices go to the person in charge of the project so that he may verify they reflect the correct charges. Once the invoice has been initiated by the person in charge of the project, Dollarhite said she then prepares the check. Each check requires two signatures – one from Chairman Booker, and one from LMPO Director Rogalski.

Rogalski said voting on this audit could be delayed, but it would be beneficial for both the City and ODOT if the audit could be accepted today.

Booker said if anyone wished to receive a presentation in person, staff can still ask Arledge and Associates to do so at a future meeting.

**MOTION by Fortenbaugh, SECOND by Owens, to approve the annual LMPO audit for the period beginning July 1, 2018 and ending June 30, 2019. AYES: Booker, Fortenbaugh, Owens, Earp, Henry. NAYS: None.**

**MOTION CARRIED 5 – 0**

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5. CONSIDER ESTABLISHING A COMMITTEE TO EVALUATE PROPOSALS ON THE CONCEPTUAL ALIGNMENT AND FEASIBILITY REPORT FOR A FREIGHT ROUTE CONNECTING US 62 AND THE WEST LAWTON INDUSTRIAL PARK.

On September 24, 2019, the Board directed staff to prepare an RFQ to retain a consultant to produce a final conceptual alignment and feasibility report for a freight route connecting US 62 and the West Lawton Industrial Park. The RFQ was sent on November 4, 2019, to 14 firms. Several firms have expressed an interest in this project. The proposals are due December 20, 2019.

It is recommended that the Policy Board form a committee to review the proposals, conduct interviews, and make a recommendation to the Policy Board regarding the most qualified proposer.

Dollarhite said a sub-committee can be formed, or the Technical Committee can review the proposals and make a recommendation.

Henry said she is fine with the Technical Committee reviewing the proposals.

Fortenbaugh agreed with Henry.

Earp suggested the Technical Committee review all the letters of interest and rank them into the top three proposals. The top three proposals could then be presented to the Policy Board for consideration and final vote.

**MOTION by Earp, SECOND by Fortenbaugh, for the Technical Committee to review all the letters of interest and rank them into the top three proposals and to have the top three**

**proposals presented to the Policy Board for final consideration and vote.**

**AYES: Booker, Fortenbaugh, Owens, Earp, Henry. NAYS: None.**

**MOTION CARRIED 5 – 0**

Booker said he likes the idea of having the Technical Committee review the proposals, but he would also like to be present if possible. He asked if Policy Board members can be notified of the meeting.

**MOTION by Henry, SECOND by Owens, to reconsider previous action taken for Item 5.**

**AYES: Booker, Fortenbaugh, Owens, Henry Earp. NAYS: None.**

**MOTION CARRIED 5 – 0**

**MOTION by Earp, SECOND by Owens, to hold a joint Transportation Technical Committee and Policy Board meeting to review all the letters of interest and rank them into no more than the top three proposals and to have the top three proposals presented to the Policy Board for final consideration and vote. AYES: Booker, Fortenbaugh, Owens, Earp, Henry. NAYS: None. MOTION CARRIED 5 – 0**

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6. REPORTS

Earp said ODOT is quickly wrapping up the Rogers Lane project. ODOT has received a Notice of Termination of the stormwater management permit.

Earp said the SE 45<sup>th</sup> Street project is also quickly wrapping up. The contractor has a few more minor items to complete, and they're waiting on a report from the DEQ.

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Butler said the renovation of Mow-Way road continues. They are on track for completion in May of 2020, at which time they will reassess opening the 52<sup>nd</sup> Street gate. The decision to open the gate is not based upon transportation, but rather security and manpower.

Butler said there are three road projects being designed for Fort Sill's Capital Investment Strategy.

Butler said the installation management command is looking to fund a low-water crossing project. This project is called Ten-Mile Crossing and is located at the end of the sewage lagoons for the Wastewater Treatment Plant in Medicine Park. Butler said the City will be notified of any potential changes that will affect the treatment plant. The project should be funded later this fiscal year.

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Fortenbaugh said Fire Station 2 is done, but it cannot be occupied until a commercial kitchen hood is installed.

Fortenbaugh said the army has possession of hangar 5 on the airfield for an arrival/departure terminal. Changes are still being made to this terminal, to include additional emergency exits.

Fortenbaugh said the airport received approximately \$3 million in supplemental funding from the federal government. This funding is being used towards the terminal renovation. He said they're also working on a federal project to build a carwash for the rental car facility. The airport has asked the City for a couple million dollars to cover expenses that are ineligible for federal funding. This funding request will be included in the City of Lawton CIP.

Booker said the loan to finish hangar 5 is on the agenda for the next Council meeting. Booker noted the loan would be reimbursed by the state.

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Rogalski said HTG (Hendrickson Transportation Group) is the new operator for LATS as of December 1, 2019.

Dollarhite said Ryan Landers will remain the general manager for LATS.

Booker noted that \$2.5 million is designated for LATS in the City's CIP.

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7. COMMENTS

None.

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8. ADJOURNMENT

There being no further business, the meeting was adjourned at 11:56 A.M.

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STANLEY BOOKER  
CHAIRMAN