

**SOUTHWEST OKLAHOMA
REGIONAL TRANSPORTATION
PLANNING ORGANIZATION**

**SORTPO Transportation Policy Board Meeting Agenda
August 27, 2020
10:00 a.m.**

Videoconferencing

**SWODA Building
420 Sooner Dr.
Burns Flat, OK 73624
580-562-4882**

**Red River Technology Center JDM
Business Center, Rm B112 3300 W.
Bois D'Arc
Duncan, OK 73533
580-255-2903**

Policy Board Members	Location	Attendance A/P	Policy Board Members	Location	Attendance A/P
Almquist, Brent	Burns Flat		Archer, Anita	Burns Flat	
Bingham, Tim	Burns Flat		Bunn, Dale	Duncan	
Butler, Kirk	Burns Flat		Dean, Jerry	Burns Flat	
Earp, Jay	Duncan		Freie, Shawn	Duncan	
Glasgow, Debora	Burns Flat		Harding, Heather	Burns Flat	
Miller, Lyle	Burns Flat		Newman, Cendie	Burns Flat	
Roggow, Lyle	Duncan		Southard, Clark	Duncan	
Spurlock, Bill	Burns Flat		Winkler, Dale	Duncan	
Zigler, Tom	Burns Flat				

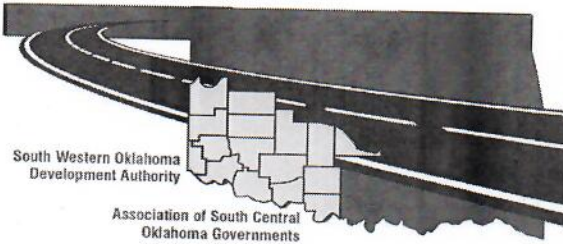
1. Call to Order.
2. Roll Call.
3. Introduction of Guests.
4. Approval of the minutes for the February 27, 2020 meeting.
5. Old Business.
6. Discuss recommendations provided by the SORTPO Technical Committee on potential new Technical Committee Members and provide guidance to staff.
7. Discuss and provide recommendations on SORTPO Board member replacements.
8. Discuss and consider approving Resolution #2020-1 Amendment #2 to the FFY 2020 Planning Work Program.
9. Discuss and provide recommendation to the Staff on the draft FFY 2021 Planning Work Program.
10. New Business.
11. Reports and Comments
 - A. Rural Opportunities to Use Transportation for Economic Success (ROUTES) Initiative – Toolkit
 - B. Status of Better Utilizing Investments to Leverage Development (BUILD) Grant –
 - C. Letter of Support Farmrail System Inc. – Tax Credits
 - D. ODOT news.
 - E. ASCOG news.
 - F. Staff news
 - G. Reports from members.

Notice of this meeting was made to Washita County Clerk by annual posting and this agenda was visibly displayed on the front door of the SWODA office at 420 Sooner Dr., Burns Flat, OK and ASCOG office at 802 W. Main Street, Duncan, OK on August 24th at 8:00 a.m. If individual with disabilities who require accessible alternative formats of the agenda and related meeting materials and/or auxiliary aids/services to participate in the meeting, notification to SWODA Director of Transportation at (580)-562-4885 at least 48 hours prior to the scheduled meeting is encouraged to make necessary accommodations. Southwest Oklahoma Regional Transportation Planning Organization (SORTPO) may waive the 48-hour rule if interpreters for the deaf (signing) or translation services for LEP individual are not necessary accommodation.

Policy Board	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Attending 8/27
Almquist	M	A	M	M	M	M	N						
Archer	E	A	E	E	E	E	O						
Bingham	E	P	E	E	E	E	M						
Bunn	T	P	E	E	E	E	E						
Butler	I	A	E	E	E	E	E						
Dean	N	P	E	E	E	E	E						
Earp	G	P	E	E	E	E	E						
Freie		A	E	E	E	E	E						
Glasgow		P	E	E	E	E	E						
Harding		A	E	E	E	E	E						
Miller		P	E	E	E	E	E						
Newman		P	E	E	E	E	E						
Roggow		A	E	E	E	E	E						
Settle		A	E	E	E	E	E						
Skiles		A	E	E	E	E	E						
Southard		P	E	E	E	E	E						
Spurlock		A	E	E	E	E	E						
Winkler		P	E	E	E	E	E						
Zigler		P	E	E	E	E	E						

Tech Committee	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Attending 8/20
Bohot	M	A	M	M	M	M	N	A					
Britton	E	A	E	E	E	E	O	A					
Church	E	P	E	E	E	E	M	P					V
Hartman	T	P	E	E	E	E	E	A					A
Kerr	I	A	E	E	E	E	E	V					V
Litterell	N	P	E	E	E	E	E						
Mason	G	P	E	E	E	E	E						
Mower		P	E	E	E	E	E						
Sanders		P	E	E	E	E	E						V
Vonfeldt		P	E	E	E	E	E						P
Weatherly		P	E	E	E	E	E						P
Whaley		A	E	E	E	E	E						
Zigler		P	E	E	E	E	E						V
													P

No longer with Elk City



SOUTHWEST OKLAHOMA REGIONAL TRANSPORTATION PLANNING ORGANIZATION

SORTPO
Policy Board Minutes
February 27, 2020
10:00 a.m.

SWODA Conference Room
420 Sooner Drive
Burns Flat, OK 73624

Red River Technology Center
JDM Business Center, Rm B112
Duncan, OK 73533

Policy Board Members	P/A	Policy Board Members	P/A
Brent Almquist	A	Heather Harding	A
Anita Archer	A	Lyle Miller	P
Tim Bingham	P	Cendie Newman/ Pam Ruiz	P
Dale Bunn	P	Lyle Roggow	A
Kirk Butler	A	Sandy Settle	A
Jerry Dean	P	Mark Skiles	A
Jay Earp	P	Clark Southard	P
Shawn Freie	A	Bill Spurlock	A
Debora Glasgow	P	Dale Winkler	P
		Tom Zigler	P

P/A=PRESENT/ABSENT

1. Call to Order:

Meeting called to order by Chairman Lyle Miller.

2. Roll Call:

Amy Crowe, SWODA - Chairman declared quorum

3. Guests:

Adam Gentis, RTPO Coordinator ODOT
Julie Sanders, Director of Transportation, SORTPO
Ronald Peel, ASCOG
Shannon Yarbrough, ASCOG

4. Approval of Minutes:

- Motion to approve Policy Board meeting minutes from November 21, 2019 with corrections to voting tables on pages 3 - 5, was made by Clark Southard and second by Dale Bunn.

Policy Board Members	Yes/No	Policy Board Members	Yes/No
Brent Almquist	ABSENT	Heather Harding	ABSENT
Anita Archer	ABSENT	Lyle Miller	YES

Tim Bingham	YES	Cendie Newman/ Pam Ruiz	YES
Dale Bunn	YES	Lyle Roggow	ABSENT
Kirk Butler	ABSENT	Sandy Settle	ABSENT
Jerry Dean	YES	Mark Skiles	ABSENT
Jay Earp	YES	Clark Southard	YES
Shawn Freie	ABSENT	Bill Spurlock	ABSENT
Debora Glasgow	YES	Dale Winkler	YES
		Tom Zigler	YES

Motion passed.

5. Old Business:

- No old business discussed at this meeting.

6. Discuss and approve the SORTPO mission and vision statements:

- As a part of the regional transportation plan process development of the SORTPO mission and vision statement. The SORTPO Technical Committee at their November 14th meeting began discussion on this topic. Following the November 2019 SORTPO Policy Board meeting an email incorporating comments from Technical and Policy Board's comments on a Vision and Mission was sent.

Comments received from the email sent on December 4th:

- Lyle Miller - I like option b. on mission I like option d
- Lee Litterell - Looks Good

- The SORTPO Technical Committee at their February 20, 2020 meeting recommended Option b for the Vision Statement and Option C for the Mission Statement.
- Motion to adoption Option B for SORTPO's Vision Statement: "SORPTO a leader in regional transportation planning facilitating collaboration and input opportunities into decision making for future transportation infrastructure, safety, and economic growth in southwest Oklahoma" was made by Clark Southard and second by Debora Glasgow.

Policy Board Members	Yes/No	Policy Board Members	Yes/No
Brent Almquist	ABSENT	Heather Harding	ABSENT
Anita Archer	ABSENT	Lyle Miller	YES
Tim Bingham	YES	Cendie Newman/ Pam Ruiz	YES
Dale Bunn	YES	Lyle Roggow	ABSENT
Kirk Butler	ABSENT	Sandy Settle	ABSENT
Jerry Dean	YES	Mark Skiles	ABSENT
Jay Earp	YES	Clark Southard	YES
Shawn Freie	ABSENT	Bill Spurlock	ABSENT
Debora Glasgow	YES	Dale Winkler	YES
		Tom Zigler	YES

Motion Passed

- Motion to adopt Option D for SORTPO’s Mission Statement: “To facilitate an environment that promotes future regional transportation planning, economic growth, quality of life, healthy communities and investment through cooperation and engagement of stakeholders” was made by Clark Southard and second by Dale Winkler.

Policy Board Members	Yes/No	Policy Board Members	Yes/No
Brent Almquist	ABSENT	Heather Harding	ABSENT
Anita Archer	ABSENT	Lyle Miller	YES
Tim Bingham	YES	Cendie Newman/ Pam Ruiz	YES
Dale Bunn	YES	Lyle Roggow	ABSENT
Kirk Butler	ABSENT	Sandy Settle	ABSENT
Jerry Dean	YES	Mark Skiles	ABSENT
Jay Earp	YES	Clark Southard	YES
Shawn Freie	ABSENT	Bill Spurlock	ABSENT
Debora Glasgow	YES	Dale Winkler	YES
		Tom Zigler	YES

Motion Passed

7. Discuss and provide comments on draft chapters 1 & 2 of the Regional Transportation Plan:

- Development of the Regional Transportation Plan begins in Federal Fiscal Year (FFY) 2020 with adoption of the Plan anticipated in FFY 2023. The Plan is being developed in phases with Phase 1 focusing on public involvement, goals and strategies, geography/topography, introduction and SORTPO history. Chapter 1 is the RTPO Overview and includes information such as SORTPO’s history and relationship with ODOT and other regional transportation planning organizations, description of the region, purpose of a regional approach and development of previous plans. Chapter 2 is the SORTPO Profile which contains demographic data, topography/geography information and maps. Much of the data will be developed/acquired after the 2020 Census data becomes available. Throughout the draft Chapters there will be areas with yellow shadings, question marks and notes to bring attention to areas to be worked on.
- Comments are specifically needed in the following areas: trends and issue sections, county narratives and goals and strategies.

8. Discuss and approve Traffic Count Use Procedures, Use Agreement, Fee and Check out/in form for local governments to use SORTPO Traffic Count machines and equipment:

- SWODA purchased 10 Metro Count Traffic Count machines with State Planning and Research (SPR) funds and local match. The purpose for purchasing these machines is to allow local governments to conduct traffic counts as needed. The data collected from these counts will be provided to SORTPO and ODOT to supplement existing traffic counts and for incorporation into planning documents and grants,

when needed. Prior to the equipment being loaned Traffic Count Use Procedures, Use Agreement and checkout/in form were developed.

- The Technical Committee at their February 20, 2020 meeting recommended a non-refundable use charge of \$100.00 for each day equipment is used for collecting data; not to include pickup and return days.
- Motion to approve: "a maximum use of 10 days at the rate of \$100.00 per unit; User responsible for any damage or theft" as SORTPO's Traffic Count Procedure, Use agreement and Fee for local governments to use SORTPO's Traffic Count Machines and equipment was made by Clark Southard and second by Jay Earp.

Policy Board Members	Yes/No	Policy Board Members	Yes/No
Brent Almquist	ABSENT	Heather Harding	ABSENT
Anita Archer	ABSENT	Lyle Miller	YES
Tim Bingham	YES	Cendie Newman/Pam Ruiz	YES
Dale Bunn	YES	Lyle Roggow	ABSENT
Kirk Butler	ABSENT	Sandy Settle	ABSENT
Jerry Dean	YES	Mark Skiles	ABSENT
Jay Earp	YES	Clark Southard	YES
Shawn Freie	ABSENT	Bill Spurlock	ABSENT
Debora Glasgow	YES	Dale Winkler	YES
		Tom Zigler	NO

Motion passed.

9. New Business:

- No New business was discussed at this meeting.

10. Reports and Comments

A. Rural opportunities to Use Transportation for Economic Success (ROUTES) Initiative: The ROUTES Council will be chaired by the Under Secretary for Transportation, which will oversee the ROUTES Infrastructure Management Team in three primary activities:

- Collecting input from stakeholders on the benefits rural projects offer for safety and economic benefits, as well as the type and degree of assistance rural projects require
- Providing user-friendly information to rural communities to assist them in understanding and applying for DOT discretionary grants
- Improving DOT's data-driven approaches to better assess needs and benefits of rural transportation infrastructure projects.

The ROUTES Initiative will be coordinated across key modal administrations, including the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), the Federal Rail Administration (FRA), and Federal Aviation Administration (FAA).

B. Infrastructure for Rebuilding America (INFRA Grant): Rural focus – Deadline May 18th

C. Letter of support for the US 81 bypass – INFRA grant: Copy of the proposed letter was emailed to board members prior.

D. ODOT’s Mobility Transit Survey: Very critical for rural areas to show Public Transportation is WANTED but not available. Deadline to take the online survey is March 4th.

E. 2020 Census: Everyone needs to be spreading the word about the 2020 Census. Concern was expressed about the bad timing of the Census right now due to the drop in the energy industry.

F. ASCOG: Hired two new planners; Ronald Peel and Shannon Yarbrough.

G. Reports from Members:

- o Technically committee cancelled March meeting; Policy Board will not be meeting in March.
- o South West Oklahoma Alliance Conference will be in Elk City on April 22& 23, 2020.

11. Adjourn

- Motion to adjourn the February SORTPO Policy Board meeting was made by Tim Bingham and second by Jerry Dean.

Policy Board Members	Yes/No	Policy Board Members	Yes/No
Brent Almquist	ABSENT	Heather Harding	ABSENT
Anita Archer	ABSENT	Lyle Miller	YES
Tim Bingham	YES	Cendie Newman/Pam Ruiz	YES
Dale Bunn	YES	Lyle Roggow	ABSENT
Kirk Butler	ABSENT	Sandy Settle	ABSENT
Jerry Dean	YES	Mark Skiles	ABSENT
Jay Earp	YES	Clark Southard	YES
Shawn Freie	ABSENT	Bill Spurlock	ABSENT
Debora Glasgow	YES	Dale Winkler	YES
		Tom Zigler	YES

Motion Passed

ATTEST:

(Chairman)

(Secretary)