



**SOUTHWEST OKLAHOMA
REGIONAL TRANSPORTATION
PLANNING ORGANIZATION**

**SORTPO Transportation Policy Board Meeting Agenda
May 27, 2021
10:00 a.m.**

Videoconferencing & Virtual

Weblink <https://us02web.zoom.us/j/4556650981?pwd=bERNdmYrbzVRMkplZENwbzB3VVZ3Zz09>

Weblink Attachments - <https://sortpo.org/get-involved/meetings-events/>

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

**ASCOG
Conference Room, 804 W. Main St.
Duncan, OK 73533
580-736-7971**

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

NOTICE: The meeting of the SORTPO Technical Committee May 20th meeting will be held as a virtual meeting via video teleconference pursuant to the Oklahoma Open Meeting Act, as amended by Senate Bill 1031. One or more members of this meeting will be participating by video or teleconference. Should audio or video capabilities be lost during the meeting, efforts to restore connections will be attempted for a maximum of thirty (30) minutes. If connectivity is unable to be restored, the meeting will reconvene at a date, time, and place certain determined by the Committee.

1. Call to Order
2. Roll Call.
3. Introduction of Guests.
4. Approval of the minutes for the January 28, 2021 meeting.

Old Business.

5. Discuss provide recommendations to Staff on a formal name for the regional long range transportation plan.

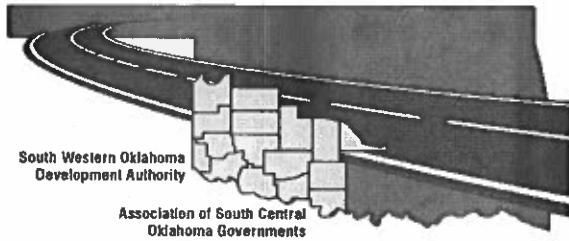
New Business.

6. Discuss and provide comments to Staff on the draft Federal Fiscal Year 2021-2022 Planning Work Program.
7. Discuss and consider approving Resolution #2021-1 supporting the submission a Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant for the purpose of development of a Regional Freight Plan.
8. Discuss and provide comments to Staff on the US Bicycle Route 66 nomination.

9. Reports and Comments
 - A. Reports from members
 - B. ODOT news.
 - C. ASCOG news.
 - D. SWODA news.
 - E. Staff news.

10. Adjourn.

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 May 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.



**SOUTHWEST OKLAHOMA
REGIONAL TRANSPORTATION
PLANNING ORGANIZATION**

**SORTPO
Policy Board Minutes
January 28, 2021
10:00 a.m.**

**SWODA Conference Room
420 Sooner Drive
Burns Flat, OK 73624
580-562-4882**

**ASCOG
Conference Room, 800 W. Main St.
Duncan, OK 73533
580-736-7971**

Policy Board Members	P/A	Policy Board Members	P/A
Almquist, Brent	A	Glasgow, Debora	P
Archer, Anita	A	Harding, Heathher	P
Berry, Ed-via zoom	P	Miller, Lyle	P
Bingham, Tim	P	Newman, Cindy	P
Bunn, Dale	A	Roggow, Lyle	P
Butler, Kirk	P	Southard, Clark-via zoom	P
Dean, Jerry	A	Spurlock, Bill	P
Earp, Jay	P	Winkler, Dale	P
Freie, Shawn (alt. Sanders, Julie)	P	Zigler, Tom	P

P/A=PRESENT/ABSENT

1. Call to Order:
Meeting called to order by Chairman Lyle Miller.
2. Roll Call:
Elesia Church, SWODA - Chairman declared quorum.
3. Election of Chairman and Vice-Chairman.
 - Motion to elect Lyle Miller as SORTPO Chairman for FY21 was made by Tom Zigler and second by Julie Sanders.

Policy Board Members	Yes/No	Policy Board Members	Yes/No
Almquist, Brent	Absent	Glasgow, Debora	Yes
Archer, Anita	Absent	Harding, Heathher	Yes
Berry, Ed-via zoom	Zoom	Miller, Lyle	Yes
Bingham, Tim	Yes	Newman, Cendie	Yes
Bunn, Dale	Absent	Roggow, Lyle	Yes
Butler, Kirk	Yes	Southard, Clark-via zoom	Zoom
Dean, Jerry	Absent	Spurlock, Bill	Yes
Earp, Jay	Yes	Winkler, Dale	Yes
Freie, Shawn (alt. Sanders, Julie)	Yes	Zigler, Tom	Yes

Motion Passed

- Motion to elect Anita Archer as SORTPO Vice-Chairman for FY21 was made by Kirk Butler and second by Bill Spurlock.

Policy Board Members	Yes/No	Policy Board Members	Yes/No
Almquist, Brent	Absent	Glasgow, Debora	Yes
Archer, Anita	Absent	Harding, Heathher	Yes
Berry, Ed-via zoom	Zoom	Miller, Lyle	Yes
Bingham, Tim	Yes	Newman, Cendie	Yes
Bunn, Dale	Absent	Roggow, Lyle	Yes
Butler, Kirk	Yes	Southard, Clark-via zoom	Zoom
Dean, Jerry	Absent	Spurlock, Bill	Yes
Earp, Jay	Yes	Winkler, Dale	Yes
Freie, Shawn (alt. Sanders, Julie)	Yes	Zigler, Tom	Yes

Motion Passed

4. Guests:

Adam Gentis, RTPO Coordinator ODOT, Steve Mills, SODA Executive Director
 Julie Sanders, Director of Transportation, SORTPO, Cody Franks, SODA
 Ronald Peel, ASCOG

5. Approval of Minutes:

- Motion to approve SORTPO Policy Board meeting minutes from September 24, 2020 was made by Tim Bingham and second by Debora Glasgow.

Policy Board Members	Yes/No	Policy Board Members	Yes/No
Almquist, Brent	Absent	Glasgow, Debora	Yes
Archer, Anita	Absent	Harding, Heathher	Yes
Berry, Ed-via zoom	Zoom	Miller, Lyle	Yes
Bingham, Tim	Yes	Newman, Cendie	Yes
Bunn, Dale	Absent	Roggow, Lyle	Yes
Butler, Kirk	Yes	Southard, Clark-via zoom	Zoom
Dean, Jerry	Absent	Spurlock, Bill	Yes
Earp, Jay	Yes	Winkler, Dale	Yes
Freie, Shawn (alt. Sanders, Julie)	Yes	Zigler, Tom	Yes

Motion passed.

6. Old Business:

- No old business discussed at this meeting.

7. Recommend Alternative Fuel Corridor nomination to the US Highway 81 Corridor (Electric Vehicle-Comanche to Chickasha and CNG - Chickasha to Enid) and US 62 Corridor (I-44 west to Oklahoma/Texas state line) to the USDOT Transportation Policy Board.

- In September, SORTPO developed 2 ODEQ VW AFV station applications for ASAP Energy Inc for their travel stations in Weatherford (I40) and Duncan (US 81). Both applications received approval. With this news and the announcement of FHWA Round 5 Alternative Fuel Vehicle (AFV) corridor nominations, staff contacted Eric Pollard (ACOG) and Devon Westbrook (NODA/NORTPO) to discuss the potential of nomination of AFV for Electric Vehicle (Comanche to Chickasha) and CNG

(Chickasha to Enid) and US 62 corridor (I-44 to Oklahoma Texas state line). The nomination application will be developed cooperatively between one MPO and two regional transportation planning organizations (ACOG/NORTPO/SORTPO). Deadline for submission is February 24, 2011

- Motion to approve nomination of alternate fuel corridors to USDOT was made by Tom Zigler and second by Dale Winkler.

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

Motion Passed

8. Discuss and provide comments and recommendations to Staff on the Freight Survey.

- In an effort to collect regionally significant freight data including air, rail and truck staff developed a Freight Survey with input from the Freight Workgroup. The draft presented today is for discussion and to provide input for staff prior survey distribution. Anticipate dissemination of the survey is February-March 2021 time frame.
- Motion for deadline by mid-February to have survey ready to send out by Heather Harding second by Kirk Butler.

Policy Board Members	Yes/No	Policy Board Members	Yes/No
Almquist, Brent	Absent	Glasgow, Debora	Yes
Archer, Anita	Absent	Harding, Heathher	Yes
Berry, Ed-via zoom	Zoom	Miller, Lyle	Yes
Bingham, Tim	Yes	Newman, Cendie	Yes
Bunn, Dale	Absent	Roggow, Lyle	Yes
Butler, Kirk	Yes	Southard, Clark-via zoom	Zoom
Dean, Jerry	Absent	Spurlock, Bill	Yes
Earp, Jay	Yes	Winkler, Dale	Yes
Freie, Shawn (alt. Sanders, Julie)	Yes	Zigler, Tom	Yes

Motion Passed

9. Discuss and provide guidance to Staff on the SORTPO draft Active Living Inventory.

- Identified in the FFY 2020-2021 Planning Work Program (PWP) Element 2 (Data Acquisition and Management) is a task to collect transportation data; including activity living inventory. The attached inventory identifies by county staffs' collection effort. Currently there is not a single data source for this information and upon completion of the inventory an interactive map (ARCVIEW) will be created and shared on the SORTPO website. Staff is seeking input on the type of data collected,

accuracy of data and other sources to review to ensure that the inventory is accurate for the SORTPO region.

10. Discuss and provide recommendations to Staff on a formal name for the regional long range transportation plan.

- Development of a formal name for the Long-Range Transportation plan is not a requirement. The regional plan can be entitled the SORTPO Long Range Transportation Plan. However, staff recommends a formal name that captures the "mission and vision of SORTPO".
- Mission – 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.
- Vision – SORTPO a leader in regional transportation planning for facilitating collaboration and input opportunities into decision making for future transportation infrastructure, safety and economic growth in southwest Oklahoma.

11. New Business:

- No New business was discussed at this meeting.

12. Reports and Comments

- A. BUILD Grant did not get approved, EDA Grant was approved, Legislation-will require three-person work crews on railroads for safety – Eight-year work plan approved at ODOT, asset preservation plan also approved.
- B. ODOT news-Transit Plan—OK Mobility—INFRA Grant through USDOT. Rail crossings throughout the state showing higher frequency of accidents.
- C. During 2nd week of Legislative Session Open Meetings Act changes were approved until end of November.
- D. ODOT news. - USDOT debriefing sessions with grant applications are helpful to strengthen ODOT grant applications.
- E. ASCOG news. – CDBG grant cycle in process—small towns water and wastewater.
- F. SWODA news. – Thanks to Steve and Cody hope they find the meeting beneficial. Redistricting meeting held last week. Counties can rebalance their districts after legislative districts are drawn.
- G. Reports from members. – No reports from members at this meeting.

13. Adjourn.

- Motion to adjourn the September SORTPO Policy Board meeting was made by Tim Bingham and second by Heather Harding.

Policy Board Members	Yes/No	Policy Board Members	Yes/No
Almquist, Brent	Absent	Glasgow, Debora	Yes
Archer, Anita	Absent	Harding, Heather	Yes
Berry, Ed-via zoom	Zoom	Miller, Lyle	Yes

Bingham, Tim	Yes	Newman, Cendie	Yes
Bunn, Dale	Absent	Roggow, Lyle	Yes
Butler, Kirk	Yes	Southard, Clark-via zoom	Zoom
Dean, Jerry	Absent	Spurlock, Bill	Yes
Earp, Jay	Yes	Winkler, Dale	Yes
Freie, Shawn (alt. Sanders, Julie)	Yes	Zigler, Tom	Yes

Motion Passed

ATTEST:

(Chairman)

(Secretary)

SORTPO TRANSPORTATION POLICY BOARD**AGENDA ITEM COMMENTARY****January 28, 2021**

Agenda Title: Discuss and provide recommendations to Staff on a formal name for the regional long range transportation plan.

Background: Development of a formal name for the Long-Range Transportation plan is not a requirement. The regional plan can be entitled the SORTPO Long Range Transportation Plan. However, staff recommends a formal name that captures the "mission and vision of SORTPO".

Mission – 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.

Vision – SORTPO a leader in regional transportation planning for facilitating collaboration and input opportunities into decision making for future transportation infrastructure, safety and economic growth in southwest Oklahoma.

The Policy Board Members at their January 28th meeting agreed that the words "Southwest Oklahoma" should be in title. Suggestions provided by Technical Committee Members and Policy Board Members:

- ✓ Connecting Southwest Oklahoma
- ✓ Southwest Oklahoma: Transportation Connection
- ✓ Southwest Oklahoma: Transportation Blueprint for Mobility and Livability
- ✓ Southwest Oklahoma: Moving People and Goods
- ✓ Vision 2045: Blueprint for Transportation and Livability

Attachment:

Recommended Action: Recommend a formal name for the regional long range transportation plan.

SORTPO TRANSPORTATION POLICY BOARD**AGENDA ITEM COMMENTARY****May 27, 2021**

Agenda Title: Discuss and provide recommendations to staff on the draft Federal Fiscal Year (FFY) 2022 Planning Work Program (PWP):

Background: The PWP represents the budget and work tasks necessary to accomplish and maintain the transportation planning process within SORTPO's region. The PWP is developed to coordinate transportation planning activities for a cooperative, continuing, and comprehensive (3C) planning process. This document includes a description of what work is to be accomplished, who will perform the work, the schedule for completion of the work, the intended products and funding. The PWP is a one-year scope of work and budget for transportation planning activities and funding sources to be accomplished between October 1 and September 30 of the FFY.

The attached FFY 2022 PWP is a draft and reflects no changes to the annual State Planning & Research (SPR) grant (\$225,000) and the local match (\$56,250). The SPR will reimburse up to 80% of eligible costs of the transportation planning product work efforts identified in the PWP. The local match (20%) is provided by ASCOG and SWODA.

Key activities or products included are:

- Collect and maintain transportation data
- Develop Maps that display transportation characteristics and location of transportation facilities
- Develop model for regional electric vehicle charging station implementation.
- Continue development of the Regional Long-Range Transportation Plan
- **Oversee development of the Regional Freight Plan (awards will be made in September – if the grant is not approved this item will be deleted and the work effort will be moved to the Regional Long-Range Transportation Plan.
- Maintain the Active Living Inventory.

The draft PWP must be presented to ODOT by September 1.

Attachment: Draft FFY 2021-2022 PWP

Recommended Action: provide recommendations to staff on the draft Federal Fiscal Year (FFY) 2022 Planning Work Program (PWP).

DRAFT DRAFT DRAFT DRAFT DRAFT DRAFT



Southwest Oklahoma Regional Transportation Planning Organization (SORTPO)

Planning Work Program
FFY 2022 Program

South Western Oklahoma Development Authority
P.O. Box 569
Burns Flat, Oklahoma 73624
580-562-4882

Association of South-Central Oklahoma Government
P.O. Box 1647
Duncan, OK.73534
580-736-7965

www.sortpo.org

This project is financed with Federal SPR and SWODA and ASCOG funds.
FFY October 1, 2022- September 30, 2023

Adopted -

Table of Contents

I INTRODUCTION..... 1

II SORTPO..... 1

III TRANSPORTATION PLANNING PRODUCTS..... 1

 Planning Work Program (PWP)..... 1

 Public Participation Plans (PPP)..... 1

 Limited English Proficiency Plan (LEP) 2

IV FFY 2020 PLANNING PRIORITIES..... 2

V PWP Revenues..... 2

 Table 1: FHWA SPR Budget Summary..... 3

 Table 2: FFY 2022 Total Budget, Including Federal, State and Local Sources 3

ELEMENT 1.0 - Program Support & Administration..... 4

 Table 3: Program Support & Administration Funding..... 4

ELEMENT 2.0 – Data Acquisition and Management..... 5

 Table 4: Data Acquisition & Management Funding 5

ELEMENT 3.0 – Long Range Transportation Planning..... 6

 Table 5: Long Range Transportation Planning Funding..... 6

ELEMENT 4.0 – Short-Range Transportation Planning..... 7

 Table 6: Short Range Transportation Planning Funding..... 7

ELEMENT 5.0 – Public Education and Participation..... 8

 Table 7: Public Education & Participation Funding..... 8

ACRONYMS..... 9

APPENDIX A: Resolution..... 10

APPENDIX C: SORTPO Technical Committee Members..... 12

APPENDIX D: SORTPO Policy Board Members 12

APPENDIX E: PWP RESOLUTION 13

I INTRODUCTION

The Planning Work Program (PWP) for the Southwest Oklahoma Regional Transportation Planning Organization (SORTPO) defines the planning priorities in the region and describes all transportation-related planning activities anticipated in the program year. The objective of the PWP is to ensure the transportation planning activities for SWODA/ASCOG region supports the regional transportation planning needs of the area. The PWP is developed by SWODA/ASCOG in collaboration with Oklahoma Department of Transportation (ODOT).

II SORTPO

In April 2012, ODOT entered into an agreement with OARC to oversee development of the regional transportation planning process and the regional public participation process in the non-metropolitan areas of the state. The South Western Oklahoma Development Authority (SWODA) by Resolution 16-06 created the Southwest Oklahoma Regional Transportation Planning Organization (SORTPO). In FFY 2016, the SORTPO region was redefined to include both SWODA and ASCOG Association of South-Central Oklahoma Governments. The Resolution 16-06 is found in (Appendix A). (Appendix B) is the SORTPO Region. The Transportation Technical Committee (Appendix C) reviews the transportation planning process and provides recommendations to the SORTPO Policy Board (Appendix D). The Policy Board reviews and makes final approval on transportation planning products such as the PWP, Long Range Transportation Plan, Public Participation Plan, and other transportation planning studies.

III TRANSPORTATION PLANNING PRODUCTS

SORTPO's regional transportation planning process results in the development of planning products, including the PWP, data collection, Long Range Transportation Plan (LRTP), short range studies and the Public Participation Plan (PPP).

Planning Work Program (PWP). The PWP is one element of the transportation planning process that SWODA/ASCOG will follow in support of development of transportation planning products. The PWP will document the transportation planning activities and projects to be accomplished with SPR funds in SORTPO region.

Regional Long-Range Transportation Plan (LRTP). The regional LRTP is one of the main products of the transportation planning process. Since 2015, SORTPO has adopted 16 LRTPs for the region. A Regional Long-Range Transportation Plan will be developed in four phases starting in FFY 2020, with a completion date in FFY 2023.

Public Participation Plans (PPP). The intent of the Public Participation Plan is to encourage and support proactive public participation throughout the planning and decision-making process related to the development of proposed transportation plans, programs, and projects so that a safe, efficient transportation system reflecting the needs and interests of all stakeholders can be provided. Public participation provides citizens, affected public agencies, private providers of transportation and other interested party's reasonable opportunity to comment, participate in goal setting, problem solving, and expand the focus of transportation decision making. In addition, the Fixing America's Surface Transportation Act (FAST

Act) requires transportation agencies to develop and implement a proactive approach to ensure that transportation services are extended to those traditionally underserved. The SORTPO Policy Board amended the PPP by Resolution # 2018-2 on June 28, 2018.

Limited English Proficiency Plan (LEP). SORTPO is represented by a diverse population residing in sixteen counties. SORTPO must prepare for and provide the opportunity for all its citizens to participate in the transportation planning process – regardless of their proficiency in speaking the English language – as required by Executive Order 13166 signed on August 11, 2000. SORTPO Policy adopted Resolution # 2018-3 on June 28, 2018 approving the LEP.

IV FFY 2020 PLANNING PRIORITIES

The FFY 2020 SORTPO planning priorities are reflected in the various elements of this document. The major products or activities in this FFY will include:

- Attend training recommended by ODOT to further enhance skills of staff.
- Establish procedures to collect and maintain data.
- SWODA and ASCOG staff will collect transportation data to support the transportation planning process.
- Continue development of the SORTPO Regional Long Transportation Plan
- Aid communities and agencies in development of Transportation Alternative Program grants and similar programs.
- Complete the Active Living Inventory.
- Public Engagement and participation with the public to create contacts and relationships and share information pertaining to transportation planning in the region.
- Develop information explaining the SORTPO transportation planning process, key documents, update SORTPO website and attend meeting to present SORTPO transportation planning.

V PWP Revenues

The primary source of federal transportation planning funds is the Federal Highway Administration (FHWA) State Planning and Research (SPR) Funds. FHWA funds cannot exceed 80 percent of the total PWP revenues. The remaining twenty (20) percent is provided by SWODA and ASCOG. Total federal SPR funds for the transportation planning program applied for is \$225,000. Funds shown in Table 1 summarize the budget by funding categories and source of funding. During FFY 2022, various SWODA staff will collect data that will support the SORTPO transportation planning process. The cost of this effort is allowable as a soft match for the grant. Table 2 identifies the funding by PWP work element for FFY 2022.

Table 1: FHWA SPR Budget Summary

	SPR Funds	SORTPO Match	Total
Personnel	\$160,826	\$40,206	\$201,032
Travel	\$3,200	\$800	\$4,000
Supplies, printing, copying and advertising	\$2,737	\$684	\$3,420
GIS Consultant	\$20,000	\$5,000	\$25,000
Software/Equipment	\$14,560	\$3,640	\$18,200
Indirect / Bldg. Allocation	\$23,678	\$5,920	\$29,598
Total	\$225,000	\$56,250	\$281,250

Source: SWODA

Table 2: FFY 2022 Total Budget, Including Federal, State and Local Sources

SPR	Project	SPR Funds	SORTPO Match	Total
1.0	Program Support & Administration	\$41,291	\$10,323	\$51,614
2.0	Data Acquisition & Management	\$74,893	\$18,723	\$93,616
3.0	Long Range Transportation Planning	\$49,490	\$12,373	\$61,863
4.0	Short-Range Transportation Planning	\$36,360	\$9,090	\$45,450
5.0	Public Education & Participation	\$22,965	\$5,741	\$28,706
	Total	\$225,000	\$56,250	

Source: SWODA

ELEMENT 1.0 - Program Support & Administration

OBJECTIVE: Compliance with administrative, financial, and legal requirements for development and maintenance of the regional transportation planning process.

TASK DESCRIPTION: This Task includes the coordination of the Technical Committee and Policy Board meetings, training and travel, preparing the work program, program expenses (office supplies, software, technology, printing and mailing, newspaper notices, survey monkey) and the maintenance cost for the SORTPO website. The following products or activities will be the responsibility of the SORTPO in cooperation with ODOT.

Tasks:

- Provide direct support to the SORTPO Policy Board and the Transportation Technical Committee including agenda preparation and distribution, preparation of minutes, scheduling, notification, venue setup/breakdown and facilitation of meetings.
- Prepare and submit monthly claims statement and reports to ODOT.
- Maintain files and financial records and submit SWODA’S and ASCOG’s annual financial audit, the audit will be performed following guidance from OMB Circular A133.
- Procure supplies related to transportation planning.
- Training and Travel: This task provides funding for travel to attend meetings in support of the program priorities identified in this document. Travel to include meetings at ODOT, other Regional Councils, Federal Highway Administration and NADO as appropriate.
- Consult with ODOT on the purchase of equipment and/or technology to manage the transportation planning process.

Products and Schedule:

Product	Start	Complete	Estimated Hours
Attend SORTPO Policy Board and Technical Committee meetings	1 st Quarter	4 th Quarter	250
Develop FFY 2022 PWP and amendments to FFY 2023	3 rd Quarter	4 th Quarter	80
Audit	3 rd Quarter	4 th Quarter	75
Monthly Claims	1 st Quarter	4 th Quarter	150
Tech and Policy Board email agenda, notices, and any meeting preparation	1 st Quarter	4 th Quarter	430

Table 3: Program Support & Administration Funding

FUNDING SOURCE	FUNDING AMOUNT
SPR Funds	\$41,291
SORTPO Match	\$10,323
TOTAL	\$51,614

ELEMENT 2.0 – Data Acquisition and Management

OBJECTIVE: Develop and maintain a current and future socioeconomic database to support the transportation planning process.

TASK DESCRIPTION: Identify resources, collect, and maintain demographic and other data elements. The following products or activities will be the responsibility of SORTPO.

Tasks:

- Coordinate with SWODA/ASCOG ODOT Divisions 3, 5, 7, Director of 911 SWODA Counties, and communities to collect and share data.
- Provide guidance to communities on installation process of SWODA traffic count equipment. Collect traffic count data.
- Collect and maintain transportation data including but not limited to major employers, active living inventory, population, dwelling unit, location of one way and dead-end roads, traffic impediments, freight routes, evacuation routes, signal location and points of interest.
- Develop Maps that display transportation characteristics and location of transportation facilities.
- Coordinate with local and state partners in development procedures to identify data needed, and a procedure for collection and distribution of data.
- Review 2020 Census data.
- Collaborate regional freight stakeholders and major employers to identify current inventories of intermodal facilities, goods movement, and number of employees.
- Retain GIS Consultant to develop maps to support the transportation planning program.

Products and Schedule:

Product	Start	Complete	Estimated Hours
In coordination with local and ODOT develop procedures for data acquisition and development.	1 st Quarter	4 th Quarter	200
Data Acquisition and Management	2nd Quarter	4 th Quarter	1,650
Retain GIS Consultant for training/services	1 st Quarter	4 th Quarter	250
2020 Census	1 ST Quarter	4 th Quarter	400

Table 4: Data Acquisition & Management Funding

FUNDING SOURCE	FUNDING AMOUNT
SPR Funds	\$74,893
SORTPO Match	\$18,723
TOTAL	\$93,616

ELEMENT 3.0 – Long Range Transportation Planning

OBJECTIVE: Development of the regional long-range transportation.

TASK DESCRIPTION: Coordination of the transportation planning process with community values and goals, land use plans, and other various transportation data to complete a Long- Range Transportation Plan. The following products or activities will be the responsibility of SORTPO.

TASKS:

- Develop regional transportation plan following approved template and schedule.

Products and Schedule:

Product	Start	Complete	Estimated Hours
Continue development of the Regional Long-Range Transportation Plan	1st Quarter	4th Quarter	1,085

Table 5: Long Range Transportation Planning Funding

FUNDING SOURCE	FUNDING AMOUNT
SPR Funds	\$49,490
SORTPO Match	\$12,373
TOTAL	\$61,863

ELEMENT 4.0 – Short-Range Transportation Planning

OBJECTIVE: Development of activities, grants, and studies to support the transportation planning process.

TASK DESCRIPTION: Help communities in the identification and acquisition of for transportation grants. Participate with ODOT in the development of the Statewide Transit Plan. The following products or activities will be the responsibility of SORTPO.

Tasks:

- Update as necessary transportation planning procedures.
- Develop model for regional electric vehicle charging station implementation.
- Collaborate with ODOT on the Transportation Alternative Program grant process and other funding programs.
- *Provide direct support to Freight Planning Consultant
- *Develop request for proposal for Freight Planning Consultant
- Coordinate with other regional, state, and federal agencies involved in transportation planning activities.
- Monitor federal and state legislation.
- Participate in working groups, subcommittees, or task forces associated with ODOT or other government agencies or statewide planning professional associations.
- Assist SORTPO entities in identification of federal and/or state transportation funding sources.

Products and Schedule:

Product	Start	Complete	Estimated Hours
Update transportation planning procedures	1st Quarter	4 th Quarter	25
Electric vehicle charging station guidance	2 nd Quarter	4 th Quarter	50
Support Freight Planning Consultant	1 st Quarter	4 th Quarter	700
Monitor state and federal legislation	1st Quarter	4 th Quarter	20
Grant Funding assistance	1st Quarter	2 nd Quarter	85

Table 6: Short Range Transportation Planning Funding

FUNDING SOURCE	FUNDING AMOUNT
SPR Funds	\$36,360
SORTPO Match	\$9,090
TOTAL	\$27,706

ELEMENT 5.0 – Public Education and Participation

OBJECTIVE: Build awareness, interest, and support in the public and stakeholders for transportation planning.

TASK DESCRIPTION: Public outreach and education on the transportation planning process. The following products or activities will be the responsibility of SORTPO.

Tasks:

- Develop outreach efforts for effectively communicating with the community about transportation planning and projects.
- Host and/or facilitate stakeholder meetings and community/regional meetings.
- Identify best practices for virtual meetings in rural regions and develop virtual meeting program for SORTPO.
- Review and update as necessary the Public Participation Plan (PPP).
- Review and update as necessary the Limited English Proficiency Plan (LEP).
- Update contacts for stakeholder’s folder, elected officials, municipalities, chambers of commerce/economic development agencies.
- Participate in events/activities to engage local communities in the 2020 Census program.

Products and Schedule:

Product	Start	Complete	Estimated Hours
Host and/or facilitate stakeholder meetings and community/regional meetings.	1 st Quarter	4 th Quarter	200
Procedures and information to educate	2 nd Quarter	3 rd Quarter	75
Update Public Participation Plan (PPP)	1 st Quarter	3 rd Quarter	25
Update Limited English Proficiency Plan (LEP)	2 nd Quarter	3 rd Quarter	25
Identify best practices for virtual meetings and develop SORTPO program	1 st Quarter	2 nd Quarter	50
Press Releases	1 st Quarter	4 th Quarter	25

Table 7: Public Education & Participation Funding

FUNDING SOURCE	FUNDING AMOUNT
SPR Funds	\$22,965
SORTPO Match	\$5,741
TOTAL	\$28,706

ACRONYMS

ASCOG	Association of South-Central Oklahoma Government
FAST Act	Fixing America’s Surface Transportation Act
FHWA	Federal Highway Administration
FY	Fiscal Year
FFY	Federal Fiscal Year
GIS	Geographic Information System
LEP	Limited English Proficiency
LRTP	Long Range Transportation Plan
MAP-21	Moving Ahead for Progress in the 21st Century Act
NADO	National Association of Development Organizations
OARC	Oklahoma Association of Regional Councils
ODOT	Oklahoma Department of Transportation
PPP	Public Participation Process
PWP	Planning Work Program
RTPO	Regional Transportation Planning Organization
SPR	State Planning and Research
SORTPO	Southwest Oklahoma Regional Transportation Planning Organization
SWODA	South Western Oklahoma Development Authority
TAZ	Traffic Analysis Zone

APPENDIX A: Resolution

**RESOLUTION NO. 16-06
EXPANSION OF THE REGIONAL TRANSPORTATION PLANNING
ORGANIZATION COMMITTEE**

WHEREAS, local business and community leaders have expressed a strong desire to convene and discuss transportation needs and goals in the sixteen (16) county South Western Oklahoma Development Authority (SWODA) and Association of South Central Oklahoma Governments (ASCOG) region, and

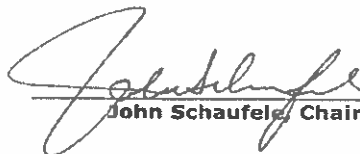
WHEREAS, regional transportation planning is encouraged by legislation of the Federal Highway Administration, and

WHEREAS, SWODA is the federally recognized regional planning organization for the sixteen (16) county area, and

WHEREAS, the SWODA Board of Trustees seeks to facilitate the planning process for surface and rail development to aid the region in economic development, workforce development, business and industry growth, tourism development and other pursuits;

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the South Western Oklahoma Development Authority does hereby expand the Regional Transportation Planning Organization as a standing committee of the Authority.

PASSED AND APPROVED this 8th day of November, 2016

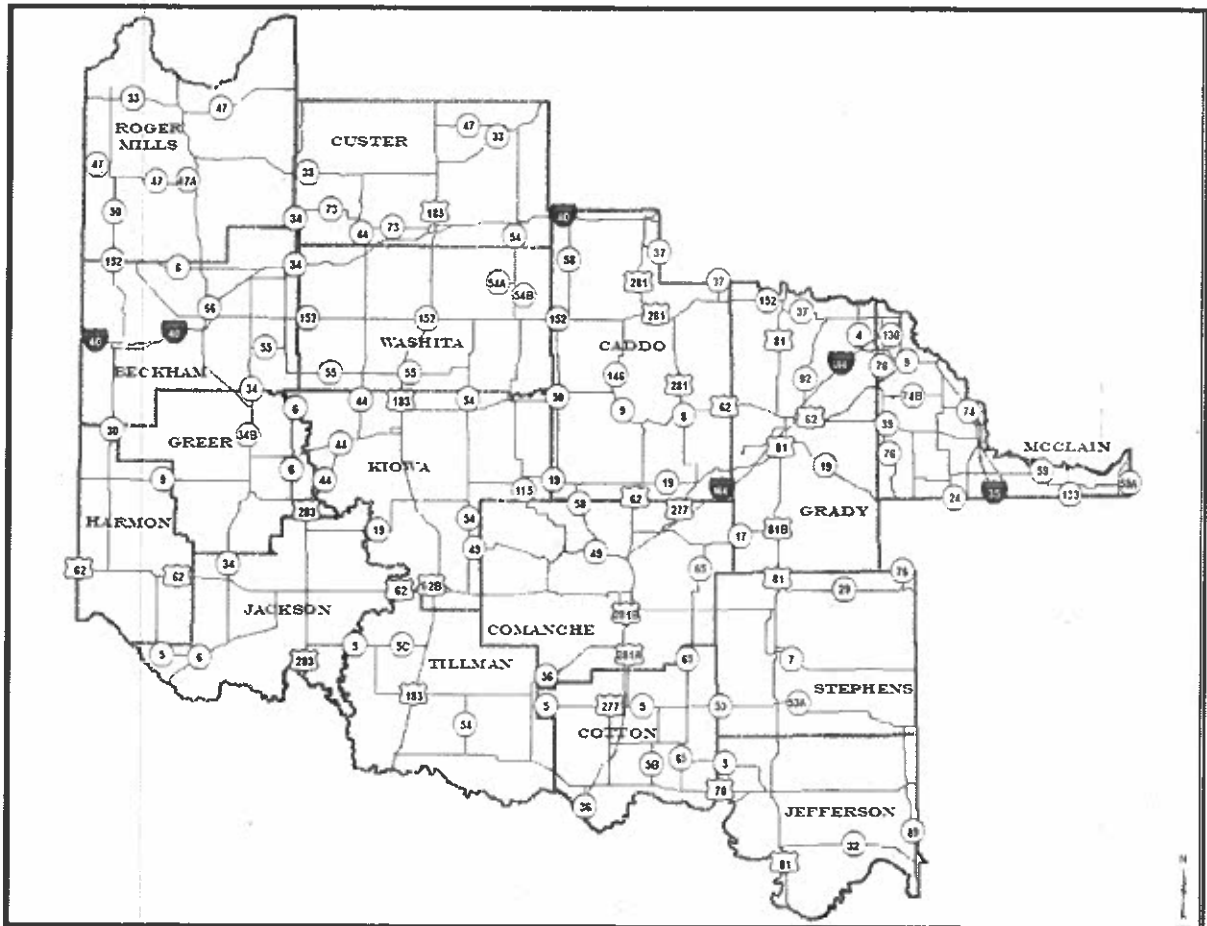


John Schaufele, Chairman

ATTEST:


John Dee Butchee, Secretary

APPENDIX B: SORTPO Boundary Map



APPENDIX C: SORTPO Technical Committee Members

Bryce Bohot	Jefferson County Commissioner District #2
Danny Britton	Western Technology Center
Elesia Church	SWODA
Chris Hartman	Walters, Oklahoma
Rodger Kerr	Altus Chamber of Commerce
Roland Mower	Clinton Economic Development
Julie Sanders	SORTPO
Cole Vonfeldt	Construction Engineer, ODOT Division 7
Basil Weatherly	City of Elk City
Kim Whaley	Pathways to Healthy Living, Jefferson & Stephens Counties
Tom Zigler	ASCOG

Non-Voting Member

Isaac Akem, FHWA Planner
Ariel Anglin, Manager, McClain County TSET
Shelley Bookout, United States Department of Agriculture
Jenna Craft, Delaware Nation
Julie Funkhouse, Tobacco Settlement Entitlement Trust (Caddo and Kiowa Counties)
Adam Gentis, ODOT, Strategic Assets and Planning Performance
Brandy McIntyre, Regional Specialist, Oklahoma Department of Commerce
Debora Johnson, Tobacco Settlement Entitlement Trust (Comanche County)
Jodi Smith, Tobacco Settlement Entitlement Trust (Grady County)
Roger Tehauno, Community Planner, Bureau of Indian Affairs, Southern Region
Lawton Metropolitan Planning Organization

APPENDIX D: SORTPO Policy Board Members

Anita Archer	Elk City
Ed Barry	Washita County Commissioners, Appointee
Tim Bingham	Kiowa County Commissioner
Dale Bunn	City Manager of Purcell
Kirk Butler	Jackson County Commissioners
Jerry Dean	Circuit Engineering District #7
Jay Earp	Division Engineer, ODOT Division 7
Shawn Freie	Director of Economic Development Caddo Kiowa
Debora Glasgow	SWODA, Executive Director
Heather Harding	Farmrail Corporation
Lyle Miller, Chairman	Custer County Commissioners
Cendie Newman	Red River Transportation
Lyle Roggow	President Duncan Area Economic Development
Clark Southard	CATERO / Oklahoma Southwest Alliance
Bill Spurlock	Elk City Municipal Airport Board
Dale Winkler	Mayor, City of Sterling
Tom Zigler	ASCOG

Non-Voting Member

Isaac Akem, FHWA Planner
Adam Gentis, ODOT, Strategic Assets and Planning Performance

APPENDIX E: PWP RESOLUTION

SORTPO TRANSPORTATION POLICY BOARD**AGENDA ITEM COMMENTARY****May 27, 2021**

Agenda Title: Discuss and consider recommending approval to the SORTPO Transportation Policy Board Resolution #2021-1 supporting the submission a Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant for the purpose of development of a Regional Freight Plan.

Background: The US Department of Transportation released grant information for Fiscal Year 2021 Rebuilding American Infrastructure with Sustainability and Equity (RAISE). Key focus areas of the newly named program reflect the Administration's priorities for creating good-paying jobs, improving safety, applying transformative technology, and explicitly addressing climate change and advancing racial equity.

SORTPO submitted a BUILD (predecessor to RAISE) grant last year for the purpose of hiring a consultant to develop a Regional Freight Plan. In October 2020, Debora, Tom, Adam, and myself participated in a conference call with USDOT to gather information on the strengths of the application and its weaknesses which are listed below.

1. The Freight Plan application was on the Highly Recommended list and was on the list sent to the US DOT Secretary. Our grant application was one of 34 that was sent to the US DOT Secretary.
2. Strengths based on the 7 Merit Areas:
 - Safety: wildlife crossing, at grade railroad crossings, environmental
 - State of Good Repair: improvement of infrastructure
 - Economic Competitiveness: Clear and great job showing efficient movement of road and rail freight, improvement of rail for wind energy, good supporting information on freight and how it relates to jobs
 - Environmental Sustainability: good supporting information
 - Innovation: intelligent transportation, broadband and reference to Oklahoma Statewide Freight Plan
 - Project Readiness: Technical and financial readiness (see note below on financial)
 - Technical Capacity: Received highest rating based on ability to work with Federal partners (continued page 2)

Attachment: Resolution

Recommended Action: Approve Resolution #2021-1 supporting the submission a Rebuilding American Infrastructure with Sustainability and Equity (RAISE) grant for the purpose of development of a Regional Freight Plan.

Improvement Areas

1. Financial Package Need a statement that the SPR funds and COG funds are the match, and the funding is dedicated. Reference that the project is included in the PWP. The use of other grant funds as a match must show the amount as dedicated for this project - for the financial package to be complete.

2. Unclear how the Freight Plan would benefit the region or how it is different from the 16 County Plans.

SORTPO TRANSPORTATION POLICY BOARD**AGENDA ITEM COMMENTARY****May 27, 2021**

Agenda Title: Discuss and provide comments to Staff on the US Bicycle Route 66.

Background: In response to legislation presented earlier this year, Representatives Carol Bush and John Talley began work to make Oklahoma's portion of US 66 a designated bicycle route. A Steering Committee of stakeholders was formed to discuss this designation.

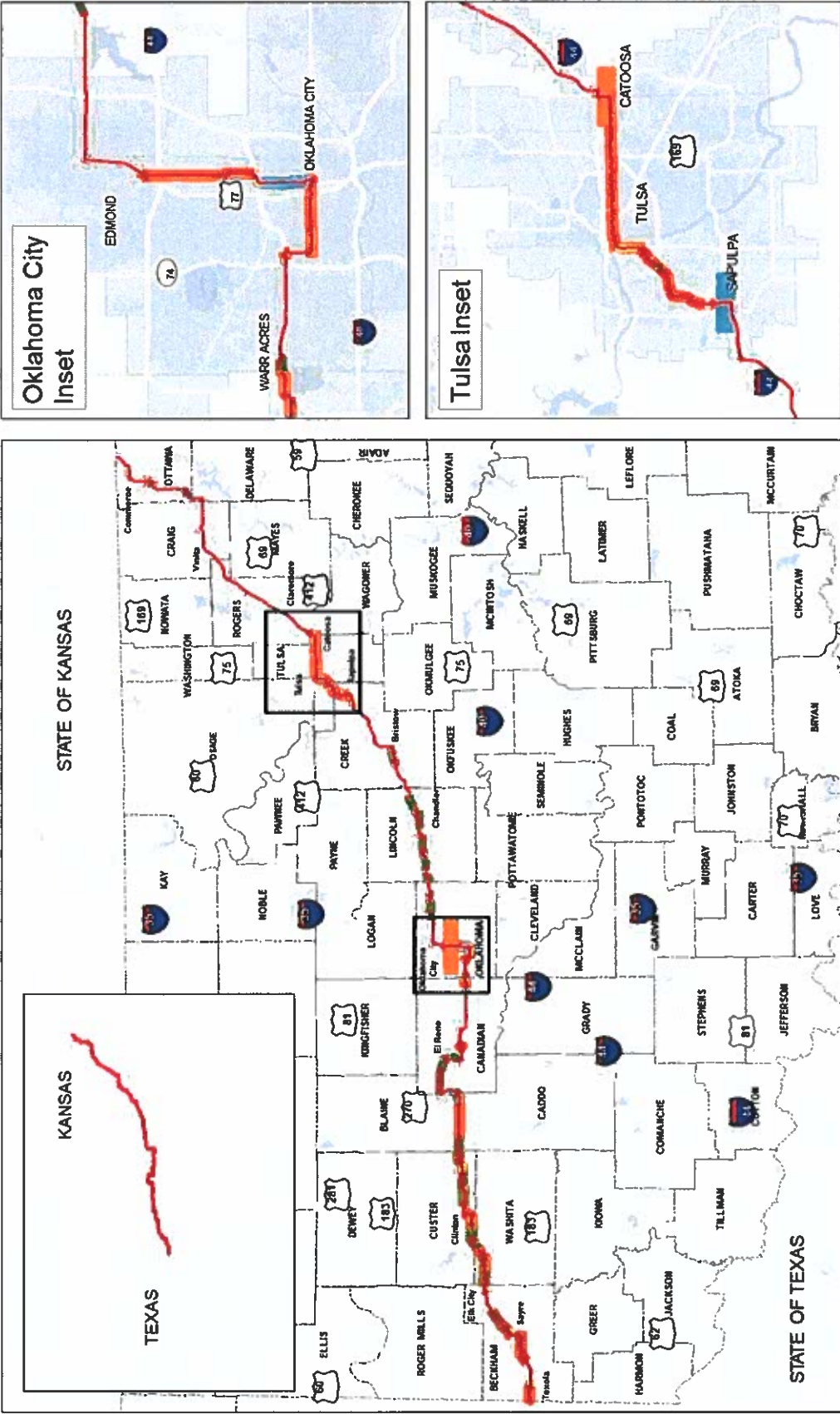
The Steering Committee is tasked with establishing a process for engagement and communication on the US Bicycle Route (USBR) 66 designation, formalize the route and turn-by-turn guidance, and submission in the fall 2021 the recommended Route to the Association of State Highway and Transportation Officials (AASHTO) application process.

The Steering Committee held a meeting on March 31st, 2021. The meeting focused on a general discussion of varying alignments under consideration and an overview of the AASHTO designation process and timeline. Members were asked to review the alignments over the next several weeks and be prepared to discuss alignment changes at the next meeting scheduled for April 28th, 2021. The Steering Committee will be meeting with local stakeholders to discuss the designation and seek their support for USBR 66 designation. At least one stakeholder meeting will be held, date and time TBD.

Information and maps were sent to the Mayors/City Managers: Weatherford, Elk City, Clinton, County Commissioners (Beckham and Custer counties) and Western Oklahoma Pedalers Club requesting comments.

Attachment: US Bicycle Route 66 overview map and SW Oklahoma map NOTE

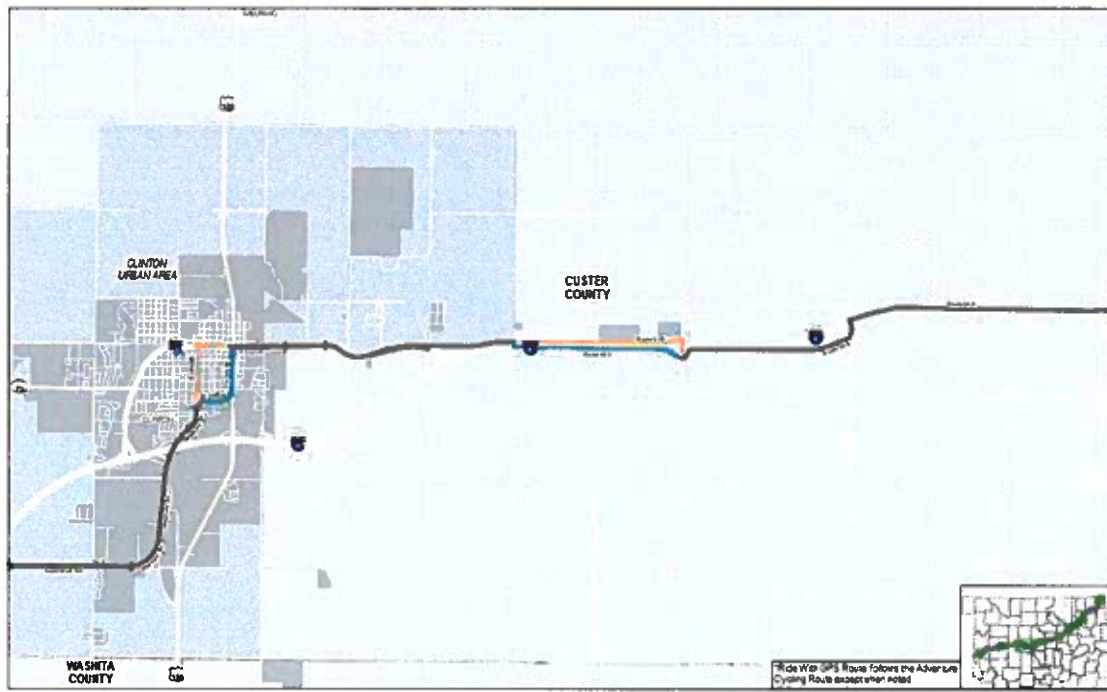
Recommended Action: Provide comments to Staff on the US Bicycle Route 66.



Corridor Management Plan Bike Route 66



- Legend**
- Corridor Management Plan Route (399.90 Miles)
 - Steep Grades and Sharp Curves (14.00 Miles)
 - ODOT Two Lane Roadways with Detached Shoulder (88.77 Miles)
 - Highways Lane Width < 12ft (9.18 Miles)
 - Non-Highways (132.44 Miles)
 - Urban Areas

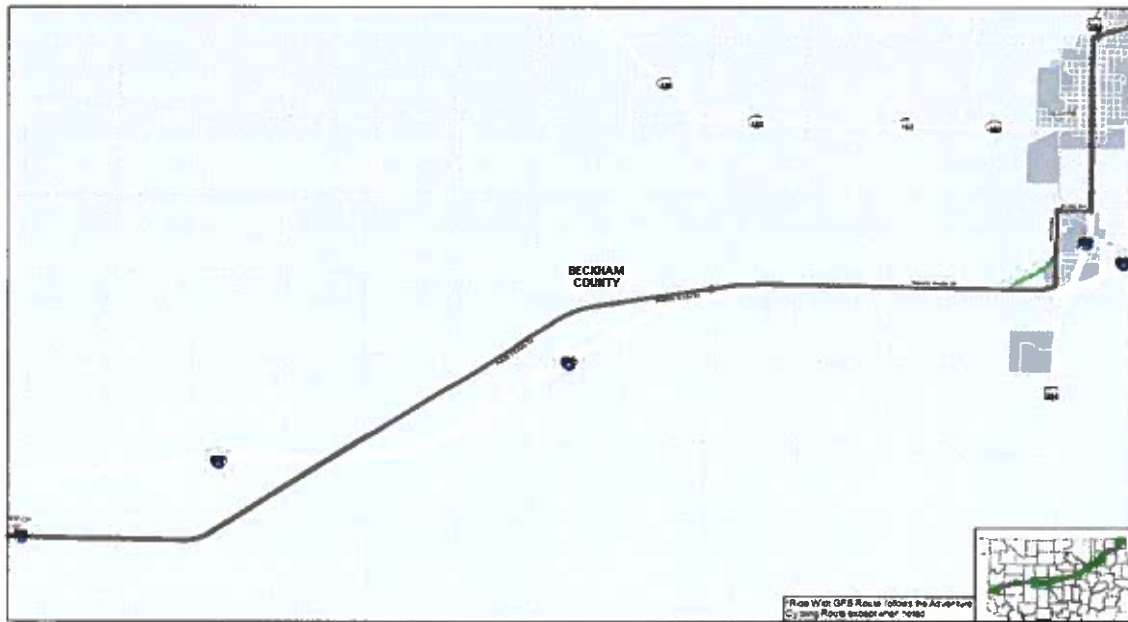


Route 66 Bike Routes Map

Legend

- Adventure Cycling Route
- Agreed Upon Corridor
- County

Page 3 of 10



Route 66 Bike Routes Map

Legend

- Adaptive Cycling Trails
- Ag and Urban Corridor
- EMVLS Route
- County

Page 2 of 15