

**City of Enid**  
**Transportation Policy Board of the Chisholm Trail Metropolitan Planning**  
**Organization**  
**Minutes**

The Transportation Policy Board of the Chisholm Trail Metropolitan Planning Organization of the City of Enid, County of Garfield, State of Oklahoma, met in special session at 1:30 PM on Wednesday, September 18, 2024, in Room 403/404 of the Stride Bank Center, located at 301 South Independence Avenue in said city, pursuant to notice provided to the Clerk of the City of Enid no less than forty-eight hours prior to said meeting, and which notice was posted no later than 1:30 PM on the 17th day of September, 2024. The minutes for said meeting are as follows:

**1. CALL TO ORDER/ROLL CALL.**

Chairman Mason called the meeting to order with the following members present and absent:

PRESENT: Enid Mayor David Mason, Enid City Commissioners Derwin Norwood and Rob Stallings, North Enid Mayor Jason Dockins, Chairman of the Garfield County Commissioners Reese Wedel, NODA Executive Director Jonathon Cross, District IV Transportation Director Designee Sarah McElroy, ODOT District IV Engineer Trenton January, and EPTA General Manager Demetria Dixon

ABSENT: Aviation Advisory Board Chairman Ken Girty

Others present were Transportation Technical Committee members Enid City Manager Jerald Gilbert, Enid City Engineer Jason Unruh, Woodring Regional Airport Director Keston Cook, NORTPO Representative Brock Spencer, ODOT Government Affairs Planning Branch Manager Laura Chaney, as well as Enid City Attorney Carol Lahman, Enid City Clerk Summer Anderson, NORTPO Representative Vicki Eggers, ODOT Transportation Manager Travis Rigdon, and consultant from Poe & Associates Craig Moody.

**2. MINUTES.**

1. Consider approval of minutes of the August 14, 2024 Policy Board Special Meeting.

Moved by Derwin Norwood, seconded by Rob Stallings, to approve minutes of the August 14, 2024 Policy Board Special Meeting.

Carried by the following votes:

Ayes: David Mason, Derwin Norwood, Rob Stallings, Jason Dockins, Reese Wedel, Jonathon Cross, Sarah McElroy, Trenton January, Demetria Dixon

**3. BUSINESS.**

1. Consider approval of the Transportation Improvement Program (TIP).

Moved by Jason Dockins, seconded by Derwin Norwood, to approve the

Transportation Improvement Program (TIP) for the Chisholm Trail Metropolitan Planning Organization.

Carried by the following votes:

Ayes: David Mason, Derwin Norwood, Rob Stallings, Jason Dockins, Reese Wedel, Jonathon Cross, Sarah McElroy, Trenton January, Demetria Dixon

2. Presentation and discussion on the Urban Area Boundary Adjustment.

Craig Moody, consultant from Poe & Associates, provided a presentation over the proposed Urban Area Boundary adjustment for the Chisholm Trail Metropolitan Planning Organization (CTMPO). The CTMPO and ODOT were authorized to adjust the urban area boundary proactively, if the urban area was outside of the MPO's Metropolitan Planning Area (MPA). The Chisholm Trail's MPA included all 2020 unadjusted urban area boundaries. It was recommended that the urban area boundary be adjusted to align with the MPA, in consideration of future developments.

Mr. Moody continued the presentation with Functional Classifications, which categorized roads based on the services they provided. It was critical for determining eligibility for federal transportation funds and establishing design criteria for roadways. There were four classifications for urban areas:

- Principal Arterials: Major traffic routes connecting central business districts and communities.
- Minor Arterials: Support intra-community travel, connecting neighborhoods to main roads.
- Collector Streets: Serve as intermediates between local streets and arterials, channeling traffic from neighborhoods.
- Local Streets: Neighborhood roads with the highest access but the lowest speed limits and capacity.

ODOT and the CTMPO should collaborate on revisions to ensure consistency. ODOT would handle functional classification revisions for state highways outside urban areas, while the Federal Highway Administration (FHWA) would review and approve all changes. Due to 2020 Census data being delayed as a result of the Covid-19 Pandemic, the process would not be completed until the end of 2025. Functional Classifications were important as it helped in traffic management, project selection, and maintenance allocation, ensuring efficient transportation systems. The classification considered factors like traffic volumes, land use patterns, and safety requirements. Changes in Average Daily Traffic (ADT) on certain roads may necessitate modifications to their functional classifications. ADT counts vary significantly by day, with some roads experiencing heavy traffic on weekdays compared to weekends. ODOT utilized various methods, including rubber hoses and satellite data, to gather traffic data.

Discussion was held regarding the GIS mapping software, ESRI. ESRI was used by specialists to analyze traffic data. The City of Enid also had access to this software, which would aid in classification decisions. Altering the

Functional Classification of roads could impact maintenance responsibilities and funding opportunities. Coordination and agreements between the CTMPO, local government, and state government was vital for determining who would manage and fund road within the urban boundaries.

3. Discuss the next steps of the MPO's efforts to meet federal and state objectives concerning transportation and transit planning, civil rights, safety and reporting.

Discussion was held regarding the next steps for the CTMPO. These steps would include formal approval of the proposed urban area boundary adjustments, followed by possible functional classification revisions. Additionally, more work was required for the Title II and Title VI plans and processes, as well as the Environmental Justice (EJ) Plan and Limited English Proficiency (LEP) Plan. These items would be considered for approval at a future meeting.

**4. ADJOURN.**

There being no further business to come before the Board at this time, Chairman Mason adjourned the meeting at 2:51pm.