

**City of Enid**  
**Transportation Technical Committee of the Chisholm Trail Metropolitan**  
**Planning Organization**  
**Minutes**

The Transportation Technical Committee of the Chisholm Trail Metropolitan Planning Organization of the City of Enid, County of Garfield, State of Oklahoma, met in regular session at 1:30 PM on Wednesday, February 5, 2025, 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 later than the 15th day of December, 2024, and which notice was posted prior to 1:30 PM on the 4th day of February, 2025. The minutes for said meeting are as follows:

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

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

PRESENT: Enid City Manager Jerald Gilbert, Enid City Engineer Jason Unruh, Treasurer of the Enid Public Transportation Authority Erin Crawford, Enid Community Development Director Jacquelyn Porter, Representative of the Town of North Enid Jason Dockins, Executive Director of the Greater Enid Chamber of Commerce Jon Blankenship, Representative of NORTPO Brock Spencer, ODOT Government Affairs, Planning Branch Manager Designee Sarah McElroy, ODOT Multimodal Division Office of Mobility and Public Transit Manager Designee Veronica Ross

ABSENT: Aviation Director of Enid Woodring Regional Airport Keston Cook, ODOT District IV Rural Construction Engineer Ted Zachary

Others present were Transportation Planner Taylor Massey, Enid City Attorney Carol Lahman, Enid City Clerk Summer Anderson, NORTPO Representative Vicki Eggers, and ODOT Transportation Manager Travis Rigdon.

**2. MINUTES.**

1. Consider approval of minutes of the November 6, 2024 Transportation Technical Committee Special Meeting.

Moved by Erin Crawford, seconded by Brock Spencer, to approve minutes of the November 6, 2024 Transportation Technical Committee Special Meeting.

Carried by the following votes:

Ayes: Jerald Gilbert, Erin Crawford, Jacquelyn Porter, Jason Dockins, Jon Blankenship, Brock Spencer, Sarah McElroy

**3. BUSINESS.**

1. Discussion on the Proven Safety Countermeasures Workshop and the Safe Streets for All Grant Program.

It was noted that Jason Unruh arrived at 1:35pm and was in attendance for the

remainder of the meeting.

Transportation Planner Taylor Massey discussed the Safe Streets and Roads for All Grant Program, which was part of the Bipartisan Infrastructure Law. The program aimed to reduce fatalities and improve safety for road users, with a total funding of \$5 billion over five years. Currently, three years of funding was allocated, leaving two years available for action plans and grants. There were grants available for planning, demonstration and implementation. The application process was expected to open in March. After brief discussion, the Committee determined the application would need to be submitted through the CTMPO, with approval from both the Technical Committee and Policy Board required. The boards would likely discuss and take action at the March meetings.

It was noted that half of the grant recipients to date were rural communities with populations under 50,000. The CTMPO would likely need to engage consultants for data collection and application preparation. Ms. Massey would work on a summary report to prepare for the application once the Notice of Funding Opportunity was released.

2. Discuss the next steps and development of the Metropolitan Transportation Plan (MTP).

Ms. Massey led a discussion on the next steps for developing the Metropolitan Transportation Plan (MTP). The Oklahoma Department of Transportation (ODOT) shared a schedule for the MTP, which would be a critical document for the CTMPO. The MTP must be completed by December 2026. An initial draft schedule had been established, but there was interest in accelerating the timeline to secure additional funding, which might involve hiring external help. Efforts would be made to gather in-house data, including traffic counts and streetlight data.

Discussion was held regarding using both existing data and new traffic counts to inform the planning process. Additionally, they would issue a Request for Proposals (RFP) for a consultant to assist with the MTP. Ms. Massey would coordinate to adjust timelines and determine necessary data collection. The proposed schedule for the MTP would be discussed at the March meetings.

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.

It was noted that Veronica Ross arrived at 1:46pm and was in attendance for the remainder of the meeting.

Ms. McElroy noted that member Trenton January would be taking a new role as the Chief Engineer for the Oklahoma Turnpike Authority, which would impact membership of the Policy Board.

Discussion was held regarding the PL agreement for Fiscal Year 2026, which allocated \$100,000 annually. There was a potential extension of the current agreement to utilize available funds effectively.

In regard to Title VI and Title II plans, Ms. McElroy confirmed the CTMPO completed these requirements.

For Safety Targets, the MPO must adopt or set their own by March 28, following new targets set by ODOT. Ms. Massey would prepare the necessary documentation for review at the next meeting.

The Committee also discussed funding updates, including the allocation of PL funds and overall budget management. The MPO would receive guaranteed funding based on population, with additional funds available depending on federal allocations. There was an ongoing discussion about the potential for additional funding based on previous years' surpluses.

The Committee explored how hiring a consultant would be funded through the PL budget, with the expectation that costs would be covered by the allocated funds. The importance of aligning the RFP process with the City of Enid's procurement policies was emphasized.

The Committee confirmed that RFP's would need to be approved by the Technical Committee and Policy Board before proceeding, ensuring compliance with City and MPO guidelines.

#### **4. ADJOURN.**

There being no further business to come before the Committee at this time, Chairman Gilbert adjourned the meeting at 1:59pm.