

**A Memorandum of Understanding  
between the  
Lawton Metropolitan Planning Organization  
and the City of Lawton  
for the Lawton Metropolitan Area Transportation Study**

**I. PARTIES AND PURPOSE**

This Memorandum of Understanding (MOU) by and between, the Lawton Metropolitan Planning Organization (LMPO) and the City of Lawton, Oklahoma, for and in consideration of the mutual promises herein stated, establishes the Fiscal Year (FY) 2023 continuing phase of the Lawton Metropolitan Area Transportation Study to maintain a comprehensive, continuing and cooperative metropolitan transportation planning process compatible with community goals at a minimum expense. A portion of funding for transportation planning is provided by the United States Department of Transportation, Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA), through the Oklahoma Department of Transportation (ODOT) to the LMPO.

The purpose of this Memorandum of Understanding is to provide financial support for the transportation planning activities in the Lawton Metropolitan Area as set forth in the Unified Planning Work Program (UPWP). The UPWP for FY 2023 details the work to be accomplished in the metropolitan transportation planning process, identifying who will do the works and the products.

The provisions of this MOU shall become effective on the first day of July, 2022, or on the day Federal financial support is authorized by FHWA and FTA, whichever comes later, and shall be in effect through June 30, 2023, unless terminated earlier upon sixty (60) days written notice by either the LMPO or the City of Lawton.

**II. FINANCING**

The FHWA PL funds are federal funds and will reimburse up to 80% of qualified work (identified in the UPWP) the remaining 20% will be provided by the City of Lawton through the LMPO. Based on an agreed upon distribution formula approved by ODOT and the other MPOs in the state the Fiscal Year 2022 PL funds are \$172,937 plus PL carryover funds in the amount of \$186,259. The amount of PL funds applied for in FY 2023 is \$260,717.

These funds are provided on a reimbursement basis. Expenses incurred by the LMPO for the projects listed in the UPWP will be subtracted from the grant prior to reimbursement to the City of Lawton within ninety days of the end of the fiscal year to ensure funds are available throughout the fiscal year. These projects will be funded 80% FHWA PL grant and 20% City of Lawton.

The LMPO agrees to reimburse the City of Lawton an amount not to exceed \$252,717 in transportation planning grant funds apportioned in FY 2023 within ninety days of the end of the fiscal year, this payment and previous year's payments can be delayed by the LMPO director if there is concern that the reimbursement might negatively impact the operating account of the LMPO creating an unbudgeted liability on the City of Lawton.

To timely complete and submit to the City its annual audit. The LMPO understands and agrees that if the LMPO does not file a copy of its annual audit within 90 days of the end of

the fiscal year, the City's Director of Finance shall notify the City Manager who may at his or her discretion take any appropriate action until the audit report is filed with the City.

### III. PURCHASES

The LMPO through this MOU agrees to the following:

- Provide a portion of the initial funding for expenses related to transportation planning activities.

The City of Lawton through this MOU agrees to the following:

- Provide a portion of the initial funding for expenses related to transportation planning activities.
- Provide the local matching funds.

City of Lawton

Lawton Metropolitan Planning Organization

\_\_\_\_\_  
Stanley Booker, Mayor

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Stanley Booker, Chairman

ATTEST:

ATTEST:

\_\_\_\_\_  
Traci Hushbeck, City Clerk

\_\_\_\_\_  
Janet Smith, Director

Approved as to FORM and LEGALITY this \_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
CITY ATTORNEY