

MINUTES  
LAWTON METROPOLITAN PLANNING ORGANIZATION  
TRANSPORTATION TECHNICAL COMMITTEE  
REGULAR MEETING  
3<sup>RD</sup> Floor Conference Room  
August 5, 2025

Minutes of the Transportation Technical Committee meeting held August 5, 2025 in the 3<sup>RD</sup> Floor Conference Room, 212 SW 9<sup>th</sup> Street, Lawton, Oklahoma 73501.

The agenda for the meeting was posted on the bulletin board in City Hall in compliance with the Oklahoma Open Meeting Act.

The meeting was called to order at 10:00 am by Christine James.

ROLL CALL

MEMBERS PRESENT: Christine James, City of Lawton Planning Director  
Mike Woodhams, ODOT Transit Programs Division  
Jay Earp, ODOT Division VII Engineer  
Stasia Mendoz, LATS  
Eduardo Machuca, ODOT, MPO Coordinator  
Barbara McNally, Lawton-Fort Sill Regional Airport Manager  
Mike Jones, City of Lawton Director Engineering  
Kevin Jackson, Ft. Sill Public Works  
Vincent Saylor, Lawton-Ft Sill Chamber of Commerce  
Michael Watrous, City of Lawton, Director Public Works  
Ronald Peel, ASCOG

MEMBERS ABSENT: Viplav Reddy, FHWA\*  
Marc Oliphant, FTA Region VI\*  
Comanche Tribe, Transportation Director\*  
Apache Tribe, Transportation Director\*  
Kiowa Tribe, Transportation Director\*  
Julie Sanders, SORTPO\*

ALSO PRESENT: Christina Ryans-Huffer, Recording Secretary  
Hope Davis, Transportation Planner

\*Nonvoting member

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1. **Consider approving minutes from the regular scheduled meeting held on May 6, 2025.**

**Motion by Watrous. Second by Earp** to approve the minutes from the regular scheduled meeting held on May 6, 2025 as written **Aye:** Woodhams, Earp, Mendoza, Machuca, McNally, Jones, Jackson, Saylor, Watrous, James **Nay:** None **Abstain:** Peel **Motion Passed 10-0-1**

**\*Mr. Peel abstained due to he was not present at that meeting.**

2. **Consider approving minutes from the regular scheduled meeting held on June 3, 2025.**

**Motion by Earp. Second by Watrous** to approve the minutes from the regular scheduled meeting held June 3, 2025 as written **Aye:** Earp, Mendoza, Machuca, McNally, Jones, Jackson, Saylor, Watrous, Peel, Woodhams, James **Nay:** None **Motion Passed 11-0**

### **BUSINESS**

3. **Consider recommending to the Transportation Policy Board a firm for the Micro-Transit Study and recommend authorizing the Director to negotiate and sign a contract.**

The FY 2026 Unified Planning Work Program includes a task to award a contract and monitor a consultant for the development of a Microtransit Study. In alignment with this task, LMPO staff issued a Request for Proposals (RFP) on May 21, 2025.

As a result of the RFP, four proposals were received and are currently under review for selection.

In April 2021, Hendrickson Transportation Group (HTG) began work on the Transit Master Plan—a multi-year strategy designed to guide future transit improvements and enhance local transportation services. The planning process included extensive public engagement and community surveys conducted over several years.

In November 2023, the Policy Board approved an amendment to HTG’s contract to include a microtransit study, pending final negotiations. However, the contract amendment was not executed prior to the completion and formal acceptance of the

Transit Master Plan by the Policy Board in April 2024. Since the original contract was finalized, no further amendments could be added.

Despite this, the Lawton Area Transit System (LATS) continues to have a strong need for a dedicated microtransit study.

The RFP requested proposals to address the following scope of services:

1. Needs Assessment and Analysis Assess how microtransit could address existing and future service gaps and mobility needs in the Lawton/Fort Sill urbanized area. Evaluate opportunities for microtransit to support and complement the new fixed-route network expected to start June 2, 2025, especially in low-density or underserved areas.

2. Stakeholder and Public Engagement – Engage with key stakeholders— The consultant will be responsible for developing and executing a stakeholder and public engagement strategy that gathers meaningful input to inform the microtransit study. As part of this effort, the consultant will be expected to:

a. Conduct at least two (2) public input meetings to gather feedback from residents, transit users, and community stakeholders regarding mobility needs, potential microtransit solutions, and service expectations.

b. Facilitate one (1) targeted stakeholder meeting with key partners and local government officials.

c. Distribute and analyze a virtual public survey to reach a broader audience and collect input from individuals who may be unable to attend in-person meetings. The survey should be accessible via desktop and mobile platforms and available in formats that accommodate the region’s diverse population.

d. Present findings and recommendations at two (2) LMPO Transportation Policy Board meetings, including one interim update (e.g., following the needs assessment or draft recommendations) and one final presentation to review the complete study and implementation plan.

e. The consultant will be responsible for preparing presentation materials, survey instruments, summaries of feedback received, and documentation of how input was incorporated into the final recommendations

3. Development of a Microtransit Pilot Concept Formulate a strategic vision for implementing a microtransit pilot program in the Lawton/Fort Sill area. The plan should include potential service zones, operational parameters, vehicle and technology requirements, estimated costs, performance metrics, and implementation phases.

4. Integration with the Transit Master Plan Provide detailed recommendations and strategies for integrating microtransit services into the overall Transit Master Plan.

Ensure alignment with regional mobility goals, funding opportunities, and long-term transit planning initiatives.

Staff has reviewed the four received proposals and is ready to make a recommendation to the committee.

**Motion by McNally. Second by Peel** to recommend to the Transportation Policy Board RouteSprout for the Micro-Transit Study and recommend authorizing the Director to negotiate and sign a contract and revise the comparison chart to remove the Cost line **Aye:** Mendoza, Machuca, McNally, Jones, Jackson, Saylor, Watrous, Peel, Woodhams, James, Earp **Nay:** None  
**Motion Passed 11-0**

## Reports and Comments

Earp reported that the projects in the metro area are wrapping up. We plan to replace the westbound East Cache Creek Bridge on Lee Boulevard, east of I-44 and also south of town the Wolf Creek Bridge on I-44, we will be re-decking those bridges.

McNally stated that we are wrapping up the terminal improvements.

Mendoza reported that they are expanding their service and looking forward to the Micro-Transit.

Watrous reported 38<sup>th</sup> Street between Lee and Gore Boulevard is under construction. Council is expecting Lee between 38<sup>th</sup> Street and 52<sup>nd</sup> Street to begin in the next few months and probably along the same time that the 38<sup>th</sup> Street is under construction so we are expecting some congestion through that area. The 105 Roads is still waiting on funding. We do have our Road Closure Website out and hoping everybody that needs to can subscribe to the web page and see what closures are out there and be able to plan accordingly.

Machuca stated our Long-Range Transportation Plan is open for Public comment. We would like for this Committee to take a look at it.

James responded that she had sent it out to City Staff for their comment.

Saylor gave an update on the new President/CEO for the Chamber of Commerce. Matt Tranquill started in his new role yesterday. He moved here Boise, Idaho. He will be attending several meetings throughout the next couple of weeks to get to know everyone.

Jones reported the Wolf Creek Bridge is open on Cache Road. There is minimal work being done underneath but that doesn't affect the bridge being open. Also, in the next couple of months we will be rehabbing the bridge on Rogers Lane west of Highway 62, it a gravel road and that is scheduled to start very soon. Continuing on bridges, the work being done on the 11<sup>th</sup> Street is going well, we had one of the land movers got taken by some vandals on a weekend and ruptured a water line but I think everything has been rectified with that and so we are moving ahead.

Peel updated the ASCOG grant for Communities of 7000 is underway right now. It will affect the surrounding communities, Medicine Park, Cache and Elgin. So whatever their projects are is going to effect Lawton but I will have you a list for the October meeting to update the information.

### **Audience Participation**

None

### **Adjournment.**

**Motion by Jones Second by McNally** to adjourn the meeting **Aye:** Machuca, McNally, Jones, Jackson, Saylor, Watrous, Peel, Woodhams, James, Earp, Mendoza  
**Nay:** None **Motion Passed 9-0**

**With no further business meeting was adjourned at 10:20 am.**

**These meeting minutes were approved by TTC members at their meeting on**

November 4, 2025

  
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**Christine James**  
**Chairman**

