



City of Lawton

Lawton Transit Trust Authority

Lawton City Hall
212 SW 9th Street
Lawton, Oklahoma
73501-3944

Special Meeting Agenda

Tuesday, April 28, 2026

6:00 PM

Lawton City Hall
Wayne Gilley Auditorium

Meeting Called to Order

"Official action can be taken only on items which appear on the agenda. The Authority may adopt, approve, ratify, deny, defer, recommend, or continue any agenda item. The Authority may also propose and enact floor amendments to any matter presented before them. When more information is needed to act on an item, the Authority may refer the matter to the City Manager or the City Attorney. The Authority may also refer items to standing committees of the Council or a board, commission, or authority for additional study. Under certain circumstances, items are deferred to a specific later date or stricken from the agenda entirely."

Roll Call

Business Items

1. Consider approving the minutes of previous meetings.
2. Consider approving an agreement between Lawton Public Schools and the City Transit Trust, operating LATS, to provide transit service to all students and staff.

Adjournment

The City of Lawton encourages participation from all of its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at (580) 581-3305 at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The City may waive the 48 hour rule if interpreters for the deaf (signing) is not the necessary accommodation."

Item Title:

Consider approving the minutes of previous meetings.

Initiator: Donalynn Blazek-Scherler, City Clerk

Information Source: Donalynn Blazek-Scherler, City Clerk

Background:

The minutes of previous meetings of the Lawton Transit Trust have been drafted and are awaiting approval.

Minutes will be posted on the City of Lawton website at www.lawtonok.gov once approved.

Correlation to the True North Statement:

Transparency and Trust

Exhibit:

Minutes are on file in the City Clerk's Office

Key Issues:

N/A

Funding Source:

N/A

Recommended Action:

Approve the minutes of previous meetings.

ATTACHMENTS:

None

Item Title:

Consider approving an agreement between Lawton Public Schools and the City Transit Trust, operating LATS, to provide transit service to all students and staff.

Initiator: Christine James, Director

Information Source: Christine James, Director

Background:

In the summer of 2016, LATS approached Lawton Public School (LPS) with the idea of providing public transportation service to LPS students. After some discussion and research from other cities around the region, LATS finalized a pilot program agreement that would allow all students grades 6 through 12 to ride the transit system at no cost to the students. After years of great success, LPS desires to extend the agreement for another year and has agreed to pay a lump sum of \$75,000 to LATS to provide this service. The term of the agreement is from July 2026 through June 2027.

Correlation to the True North Statement:

Citizen

Exhibit:

MEMORANDUM OF AGREEMENT - LPS 2026-27

Key Issues:

N/A

Funding Source:

LATS Revenue

Recommended Action:

Approve the agreement between Lawton Public Schools and the City Transit Trust to provide transit service to all students and staff.

ATTACHMENTS:

1. MEMORANDUM OF AGREEMENT - LPS 2026-27

MEMORANDUM OF AGREEMENT

This Memorandum of Agreement dated this ___ day of _____, 2026, is between the Lawton City Transit Trust (CTT), a public trust operating the Lawton Area Transit System (LATS), and Lawton Public Schools Independent District No. 8 (LPS), an independent school district:

SECTION I – MUTUAL INTERESTS

WHEREAS, LPS desires to alleviate parking problems and congestion on or near LPS middle and high school campuses by encouraging students and LPS Staff to use CTT’s public transportation services, Lawton Area Transit System (LATS), in lieu of private automobiles; and

WHEREAS, LPS students and staff are residents of Lawton with a vested interest in the common goals of reducing congestion and air pollution as well as maintaining the overall quality of life within Lawton.

NOW, THEREFORE, CTT AND LPS agree that it is to their mutual benefit to reduce the number of private vehicle commuters going to and from all LPS school campuses and that a reduction requires a cooperative effort on the part of CTT and LPS in developing a program to encourage greater use of the public transit system.

As used herein, “LATS” means the public transit system also known as fixed-route bus service within the City of Lawton and Fort Sill.

SECTION II – TERMS

The term of this agreement is for twelve (12) months and is intended to cover July 1, 2026, till June 30, 2027. However, the agreement will automatically renew if a new agreement is not signed by June 30th of the following year.

SECTION III – TRANSPORTATION SERVICES

LATS will provide the following transportation services:

- A. Unlimited access at no per-trip fare for all LPS students including All Elementary Schools, Central Middle School, Eisenhower Middle School, MacArthur Middle School, Life Ready Center, Eisenhower High School, Lawton High School, MacArthur High School, and Gateway Success Center during 2026 & 2027 (July 1 – June 30) on LATS fixed route bus system during LATS’ operating hours.
- B. Unlimited access at no per-trip fare for all LPS staff including All Elementary Schools, Central Middle School, Eisenhower Middle School, MacArthur Middle School, Life Ready Center, Eisenhower High School, Lawton High School, MacArthur High School, and Gateway Success Center during 2026 & 2027 (July 1 – June 30) on LATS fixed route bus system during LATS’ operating hours.

SECTION IV – PAYMENTS

LPS agrees to pay LATS:

- A. An invoice will be sent to LPS for the term of July 1, 2026, through June 30th, 2027. The amount of the invoice shall be seventy-five thousand and no cents (\$75,000.00). Invoice is to be paid within 30 days of the date of the invoice.

SECTION V – CONDITIONS

It is mutually agreed upon by LATS and LPS that:

- A. Current LPS photo identification card will be accepted as a pass for the LPS students on LATS bus service. Students and staff boarding LATS without a current LPS photo ID or the LATS pass will be charged regular fare. Any student under the age of six (6) must be accompanied by an Adult.
- B. LATS will not prohibit, without cause, any student or staff member from riding the bus as outlined, upon presentation of proper identification or payment of appropriate fare.
- C. During the school year, LATS and LPS agree to develop and implement a marketing and public information program that will provide information to students and staff regarding the use of public transportation and other alternative transportation modes to and from campus, in lieu of private vehicles. Representatives of LATS will be available to assist with this program.
- D. It is understood that LATS is not the agent or partner of LPS with respect to the control or operation of any LATS vehicle.
- E. LPS recognizes that LATS is a public transit provider under Title 49 of the Code of Federal Regulations, Chapter 53, and as such, if circumstances beyond LATS' control cause a reduction in service, e.g., days of service or hours of operation, the service described in this Agreement will be subject to the reduction.

SECTION VI – CONTACT OFFICES

All notices and communications on all matters pertaining to this Agreement are to be addressed as follows:

For Lawton City Transit Trust:

John Ratliff, City Manager
City of Lawton
212 SW 9th Street
Lawton, Oklahoma 73501
(580) 581-3301
john.ratliff@lawtonok.gov

cc: John L. Hendrickson, President, HTG
Lawton Area Transit System
611 SW Bishop Road
Lawton, Oklahoma 73501
(580)248-5252
John.hendrickson@trusthtg.com

For Lawton Public Schools:

Jack Hanna, Director of Operations
753 Fort Sill Blvd
Lawton, OK 73507
(580) 357-6900
jack.hanna@lawtonps.org

cc: Neil Weaver, Superintendent
753 Fort Sill Blvd
Lawton, OK 73507
(580) 357-6900
Neil.weaver@lawtonps.org

SECTION VII – TERMINATION

This Memorandum of Agreement may be canceled by LPS or CTT upon thirty (30) days written notification delivered in person or by registered mail to the other party as provided in Section VI. If canceled, the contract fee will be calculated based upon a prorated amount based upon the number of months the service was used during the term of the Agreement. Any refund due shall be paid within thirty (30) days of the end of the last contract month.

It is mutually acknowledged that the services and payments covered by this Memorandum of Agreement require annual funding appropriations by LPS and CTT. Should such funding appropriations fail to occur, this Agreement becomes null and void immediately. A written notice of failure to obtain funding shall be sent to the other party within five (5) working days. Payments received by CTT for services not provided will be refunded as provided above.

SECTION VIII – ADDITIONAL TERMS

Assignment: The parties agree that LATS will operate public transportation services within the Lawton city limits. No other assignment of rights or duties under this Agreement shall be effective without the written consent of both parties.

Discrimination Prohibited: In performing the service required herein, neither LATS nor LPS shall discriminate against any person on the basis of color, religion, sex, national origin or ancestry, age, or disability.

Construction and Severability: If any part of this Memorandum of Agreement is held to be invalid or unenforceable, such holding will not affect the validity or enforceability of any other part of this Memorandum of Agreement, so long as the remainder of the Memorandum of Agreement is reasonably capable of completion.

Entire Agreement: This Memorandum of Agreement contains the entire agreement of the parties and supersedes any and all other agreements or understandings, oral or written, whether previous to the execution hereof or contemporaneous herewith.

Applicable Law: This Memorandum of Agreement shall be governed by and construed and enforced in accordance with the laws of the state of Oklahoma and the laws, rules, and regulations of LATS, CTT, and the Federal Transit Administration.

Approval Required: This Memorandum of Agreement shall not become effective or binding until approved by CTT and LPS. Both parties acknowledge that the Federal Transit Administration (FTA) has approved this Agreement and no amendments can be made without FTA's approval.

IN WITNESS WHEREOF, CTT and LPS have executed this Memorandum of Agreement as of the date first above written.

LAWTON CITY TRANSIT TRUST

LAWTON PUBLIC SCHOOLS

STAN BOOKER, CHAIRMAN

ELIZABETH FABREGA, PRESIDENT

ATTEST:

ATTEST:

DONALYNN BLAZEK-SCHERLER, CITY CLERK

APPROVED as to form and legality this ____ day of _____, 2026.

JARI ASKINS, INTERM
CITY ATTORNEY
LAWTON CITY TRANSIT TRUST

STEVE COLEMAN, ATTORNEY
LAWTON PUBLIC SCHOOLS