



City of Lawton

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

Committee on Performance Excellence

Special Meeting Agenda

Thursday, August 27, 2026

3:00 PM

City Council Conference Room

Recommending Body

"Official action can only be taken on items listed on the agenda. As a recommending body, the Committee may review and discuss agenda items, propose and enact floor amendments, and then choose to make a recommendation to the City Council or provide direction to the City Manager. The Committee may also defer items for further review, refer matters to the City Attorney, or send items to standing committees, boards, commissions, or authorities for additional study. In some cases, items may be postponed to a later date or removed from the agenda entirely."

Meeting Called to Order

Statement of Compliance with Oklahoma Open Meeting Act, 25 O.S. 301-314

Roll Call

Introduction of Guests

Business Items

1. Review and accept minutes from 20 July 2026 meeting
2. Discuss and review a second iteration of permit inspection process map from 20 July review. (permit process map for permit inspections contrasting original process with change mentioned by Mr. Parks in previous City Council meeting) and take action as deemed necessary.
3. Discuss Status of Ongoing Projects:
 - A. Discuss status of e-signing contracts initiative and, if any, implementation issues. Have we gathered enough data to build metric and include in heat map draft? Is draft heat map operational and behind firewall.
 - B. Status and progress check on staff review of Norman metrics and internal metrics comparison. Intent is to build first recommended list of consolidated metrics for 22 Sept 26 city council meeting to approve provisionally and establish progress towards meeting intent of policy 13-02 and 14-08. Will need for this group to meet and endorse before city council 22 Sept meeting. Expectation is this list provides single set of approved measures to evaluate performance and are published in heat

map. Additionally, if needed recommend to council on changes to policy 04-08

- C. Continue discussion on after-action of peer city review, recommendations for reducing scope, creating a single spreadsheet to summarize and timing for annual update in conjunction with budget cycle. Expectation is to continue use and streamline.
 - D. Update/progress report on process for warehousing digital process maps and development 72-hour heat map from Policy 04-08.
 - E. Review progress and approach of the standing committees that could be eliminated or combined with other committees to reduce the number requiring staff support. Include justification logic. End goal would be proposal for change with the City Council and change to policy 1-6. (derived from city clerk peer six report). Discuss target date.
 - F. Discuss and review progress for approaches to identifying and codifying a list of rate payer funded services; that are provided under agreements with external entities. The list should be inclusive and identify all agreements including status of cost, date of agreement, annual renewal date. Discuss target date.
4. Discuss Potential New Projects:
- A. Discuss and consider if Mr. Park's weed abatement briefing and pilot experiment needs to coordinate with this committee or be a direct council item.
 - B. Discuss and consider a detailed review of the housing permit timeline for a house built on 160 acres north of MacArthur school. The owner stated it took three years to work through all permitting. If considered, then consider asking a former city council member to do an independent review and report back to the committee.

Future Meeting Topics

Continue discussion on Policy 04-08 adding to whom is required... add in CIP, authorities, others.

Next Meeting

September 14, 2026- 3:00PM- Lawton City Call- City Council Conference Room Topic review of proposed consolidated metric list.

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."