



City of Lawton

City Transit Trust Meeting Minutes

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

Tuesday, November 7, 2023

2:00 PM

Lawton City Hall

Call To Order

Roll Call

Present: Council Member Mary Ann Hankins
Council Member Kelly Harris
Council Member Linda Chapman
Council Member George Gill
Council Member Allan Hampton
Council Member Bob Weger
Council Member Onreka Johnson
Council Member Randy Warren

Also Present: Stanley Booker, Mayor
John Ratliff, City Manager
Timothy Wilson, Interim City Attorney
Donalynn Blazek-Scherler, City Clerk

Old Business

1. **Consider allowing HTG-Lawton Management LLC and LATS to use ‘The City of Lawton Transit Trust as the first named insured for LATS liability insurance.** 23-982

Attachments: [Hudson Insurance Package Policy](#)
[Hudson Insurance Policy Umbrella](#)
[22-23 PEA0005234-03 AUTO POLICY Insured Copy pdf 24775](#)
[53](#)

Ryan Landers, LATS Manager, stated that this initiative would enable the Trust to assume the role of the first named insured, enhancing competitiveness within the insurance market. Additionally, it would extend protection to the City under the tort statute concerning the

transit system.

Gill stated that the Legal Department was asked to investigate the matter further and provide a report to the Council.

Wilson stated that discussions had taken place between the Legal Department, Landers, and a representative from Insurica. He clarified that this adjustment does not alter the Trust's liability, as it remains governed by the Governmental Tort Claims Act with unchanged limits. Instead, it serves as a mechanism to facilitate the acquisition of optimal insurance rates through our broker.

MOTION by Hankins, SECOND by Hampton, to approve this agenda item. The motion carried by the following vote:

Aye: Council Member Hankins, Council Member Harris, Council Member Chapman, Council Member Gill, Council Member Hampton, Council Member Weger, Council Member Warren, and Council Member Johnson

Nay:

New Business

- 2. Consider accepting the recommendation and approving the contract from 23-988 Tripspark Technologies for a fixed route technology ecosystem and paratransit & demand response software suite for the Lawton Area Transit System and allow the General Manager to execute the 5-year contract for their software and services.**

Attachments: [Sole Source upgrade & justification letter](#)
[Contract between LATS & Tripspark](#)

Landers highlighted that the introduced technology is designed to bolster all existing services and accommodate potential future expansions, boasting a more dynamic system compared to the current one. He emphasized the wealth of data it would provide, enhancing system efficiency significantly.

During the presentation, Landers showcased various sections of the mobile app and the mobile data terminal slated for installation on buses. He underscored that apart from existing features, the app would also offer real-time notifications of service disruptions like road closures, seamlessly updating through the dispatch system.

Transitioning to paratransit, microtransit, and on-demand services, Landers introduced features including public notifications for trip scheduling and driver proximity via emails, text messages, and phone calls. These enhancements aim to streamline services and improve passenger experience. Additionally, a customer portal allowing citizens to book trips in bulk or in advance with basic information input and payment options was detailed.

Landers further discussed a feature called Trips on Demand, likening it to popular ride-hailing services. He expressed satisfaction with a recent seamless demo of the system, anticipating a consolidated one-app solution by 2024, eliminating the need for multiple

service-specific apps.

In response to Hampton's inquiry about portal communication and system upgrades, Landers affirmed the existence of separate portals for LATS and customers, ensuring effective communication between them. He clarified that the introduced system represents a substantial upgrade, approximately tenfold more advanced than the current one.

Hampton questioned if bus drivers were notified when a trip is scheduled.

Landers explained that it operates similarly to Uber and Lyft, catering to near-future and advanced trip planning needs.

Chapman asked what type of vehicle would be used for on demand services.

Landers deferred the question to a subsequent agenda item, citing complexities involved in vehicle selection.

MOTION by Hampton, SECOND by Weger, to approve this agenda item. The motion carried by the following vote:

Aye: Council Member Hankins, Council Member Harris, Council Member Chapman, Council Member Gill, Council Member Hampton, Council Member Weger, Council Member Warren, and Council Member Johnson

Nay:

3. Receive a presentation for introducing micro-transit availability within Lawton and Fort Sill and take action as necessary. 23-997

Landers began by discussing a proposal he received regarding providing services to Fort Sill, introducing the concept of "Night Owl Services" - an after-hours program targeted for implementation. He likened this endeavor to micro-transit or after-hours rides similar to Uber or Lyft, with operations segmented into different zones. Landers emphasized the necessity of conducting research to ascertain the commuting patterns of soldiers both on and off base, proposing utilization of the Rides on Demand app for this purpose.

Delving into operational considerations, Landers expressed a preference for smaller vehicles, noting that while ADA accessibility is not mandatory, it would affect the availability of federal funds. Alternatively, utilizing the current fleet was discussed, despite concerns over its aging condition. Landers outlined staffing requirements, including four operators, an on-duty supervisor, and an on-call mechanic, proposing operation on Thursdays through Saturdays from 8 PM to 3 AM.

Regarding implementation timelines, Landers expressed optimism about commencing services by March or April 2024.

Mayor Booker acknowledged the presence of Fort Sill representatives Lieutenant Colonel Daniel Threlkeld, Garrison Command Sergeant Major Pearson, and Command Sergeant

Major of the Fires Center of Fort Sill, SGM Sartain.

SGM Sartain expressed gratitude for the opportunity to engage with the Mayor and Council, underscoring the significance of the proposed service for Fort Sill personnel. He highlighted the community's support and emphasized the critical need for transportation options, particularly during late hours, citing challenges in accessing taxis and ride-hailing services. He stressed the program's importance as a potential lifeline for some personnel, urging expedited implementation.

SGM Sartain also conveyed appreciation for recent community support during operational transitions at Fort Sill, particularly acknowledging assistance from individuals at the airport.

Mayor Booker inquired about potential adjustments to the implementation timeline, suggesting a shorter timeframe to accommodate Fort Sill's needs.

SGM Sartain welcomed the idea, citing reliance on volunteers and expressing the service's critical importance for Fort Sill personnel.

Mayor Booker turned to Landers, seeking clarification on the feasibility of trimming 30 days off the implementation timeline.

Landers stated once the app is developed, they can start looking at the vehicles. He can provide a progress update in about 30 days. He is trying to get everything started sooner than projected.

MOTION by Hampton, SECOND by Weger, to direct staff to complete this project by March 1, 2024 and provide City Council with an update in thirty (30) days. The motion carried by the following vote:

Aye: Council Member Hankins, Council Member Harris, Council Member Chapman, Council Member Gill, Council Member Hampton, Council Member Weger, and Council Member Warren

Nay:

Absent: Council Member Johnson

Adjournment

There being no further business, the meeting adjourned at 2:24PM.

MOTION by Hampton, SECOND by Gill, to adjourn the meeting. The motion carried by the following vote:

Aye: Council Member Hankins, Council Member Harris, Council Member Chapman, Council Member Gill, Council Member Hampton, Council Member Weger, and Council Member Warren

Nay:

Absent: Council Member Johnson