

MINUTES
LAWTON METROPOLITAN PLANNING ORGANIZATION TRANSPORTATION
POLICY BOARD
REGULAR MEETING
3RD FLOOR CONFERENCE ROOM
August 19, 2025

Minutes of the Lawton Metropolitan Planning Organization Policy Board regular meeting held August 19, 2025 in the 3rd Floor Conference Room, City Hall, 212 SW 9th Street, Lawton, Oklahoma.

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 11:00 am by Chairman Stanley Booker.

ROLL CALL

MEMBERS PRESENT: Stanley Booker, City of Lawton Mayor
David Denham, City Planning Commission, Chairman
Jay Earp, ODOT Engineer, District VII
Allan Hampton, Lawton-Ft. Sill Regional Airport Authority
Eduardo Machuca for Paul Scott, Oklahoma Transportation
Commissioner District VII

MEMBERS ABSENT: George Gill, City of Lawton, Council
Robert Weger, City of Lawton, Council
Johnny Owens, Comanche County Commissioner, Central District
City of Lawton, Transit Trust
Viplav Reddy, FHWA *
Laura Chaney, ODOT Multimodal and Planning Division *
Oklahoma State Senator *
Oklahoma House of Representative Member *
Marc Oliphant, Federal Transit Administration Region VI *
Fort Sill Commanding General *

ALSO PRESENT: Hope Davis, Recording Secretary
Christine James, Director, Planning
Jonathan Stone, Transportation Planner
Michael Watrous, Director, Public Works
Cliff Haggemiller, Deputy Director, Public Works
Kristin Hunley, Interim Director, Finance
Chris Serrano, Director, Municipal Services, WSB
Hamideh Etemadnia, Traffic Engineer, WSB
Kim McConnell, The Lawton Constitution
Tiffany Dimery, Candidate for Ward 4

*Nonvoting member

Verify posting of meeting.

The meeting was posted on August 13, 2025, at 8:22 am by Ashton Wall, City Clerk's Office.

Introductions.

All attendees gave introductions.

- 1. Consider approving minutes from the regular scheduled meeting held on June 17, 2025.**

Motion by Denham. Second by Hampton to approve the minutes from regular scheduled meeting on June 17, 2025 as written **Aye:** Denham, Earp, Hampton, Machuca, Booker **Nay:** None **Motion Passed 5-0**

BUSINESS

- 2. Consider selecting a firm for the Micro-Transit Study and authorize 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 reviewed the four proposals received and presented their evaluation to the Transportation Technical Committee during its August 5, 2025, meeting. Following the presentation, the TCC issued a formal recommendation.

Motion by Denham. Second by Hampton to approve RouteSprout as the firm for the Micro-Transit Study and authorize the Director to negotiate and sign a contract with them. **Aye:** Earp, Hampton, Machuca, Booker, Denham **Nay: None Motion Passed 5-0**

3. **Consider receiving a presentation from WSB on Traffic Signal Timing Optimization and Implementation, along Gore Blvd, and take action as deemed necessary.**

The Gore Boulevard Signal Timing Optimization Study was initiated to enhance traffic signal efficiency and improve safety along a six-mile corridor from Lawrie Tatum Road

to 82nd Street. The study focuses on developing optimized, time-of-day-based signal timing plans tailored to the corridor's specific traffic patterns. As part of this effort, data was collected to identify peak travel periods and inform the development of appropriate signal timing strategies.

Their complete presentation will be included in these minutes and will be filed with the City Clerk's Office.

Reports or Comments.

Federal Highways

None

ODOT

Earp reported on upcoming projects included in ODOT's Eight-Year Work Plan. The westbound bridge on Highway 7 (Lee Blvd) over East Cache Creek is scheduled for letting in November, though that timeline may shift. Reconstruction will take place within the next year. During construction, traffic will likely be shifted to the eastbound bridge using crossovers.

Additionally, ODOT plans to redeck two bridges on I-44 at Wolf Creek (south of 11th Street). That project is scheduled to go out for bid in October. Traffic will be shifted to one side of the interstate while work is completed, then switched to the other side.

Booker expressed appreciation for ODOT's work and their ongoing efforts in the city.

Fort Sill

None

Lawton Fort Sill Regional Airport

Hampton reported that tarmac modifications are underway to better accommodate Fort Sill operations. He also highlighted the new terminal and skybridge, calling them a major upgrade for the City.

Hampton also reported that a recent aircraft crash resulted in a fatality, and he extended condolences to the family.

LMPO Director

James provided an update on the CMAQ grant fund. Funds are available for traffic signal improvements along Gore Blvd but cannot be used for studies—only implementation. For the current year, the CMAQ budget totals \$225,000, with \$177,500 earmarked for signal implementation. Over the last three years, the

LMPO has set aside \$306,487; with local match contributions, the total available is \$383,109.

Booker asked who would make recommendations on how to use these funds. James responded that the board has already recommended applying them toward implementation. Booker noted that the funds are not sufficient to cover the entire corridor. James explained that once cost estimates are received from Serrano, staff will bring options to the Policy Board for action.

Earp asked about the 15% CMAQ requirement for education campaigns, suggesting that funds might be better spent on traffic improvements to reduce idling at signals. James explained that these funds are restricted to air quality education efforts. Past campaigns have included bus wraps for LATS, television and radio ads, and funding for bus passes during "Try Transit Week." The current allocation of 15% amounts to just under \$34,000.

Stone added that the purpose of the education component is to inform the public and help prevent the region from falling into nonattainment status.

Booker expressed optimism about moving projects forward.

LMPO Finances

Kristin Hunley stated financial report through June 30, 2025.

See attached Reports.

Booker asked about funds available for traffic signal improvements approved by the board in 2024. James confirmed this would be covered during the scheduled agenda item under reports.

City of Lawton Engineering

None

City of Lawton Public Works

None

Comments from the public.

Dimery asked why the traffic signal study did not extend past Lawrie Tatum. Serrano explained that the study focused on the highest traffic concentrations within available budget constraints.

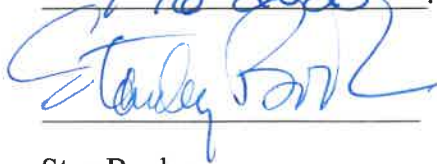
Denham commented that he had expected the project to stop at the hospital and was surprised to see it extended farther.

Adjournment.

Motion by Earp. Second by Hampton to adjourn the meeting **Aye:
Hampton, Machuca, Booker, Denham, Earp **Nay: None Motion Passed 5-0****

With no further business the meeting was adjourned at 11:55 am.

These meeting minutes were approved by the LMPO Policy Board members at their meeting on

9-16-2025


Stan Booker

Chairman

DRAFT

Agenda

1. INTRODUCTION

- Project Purpose and Objectives

2. EXISTING ISSUES

- Description of the existing issues

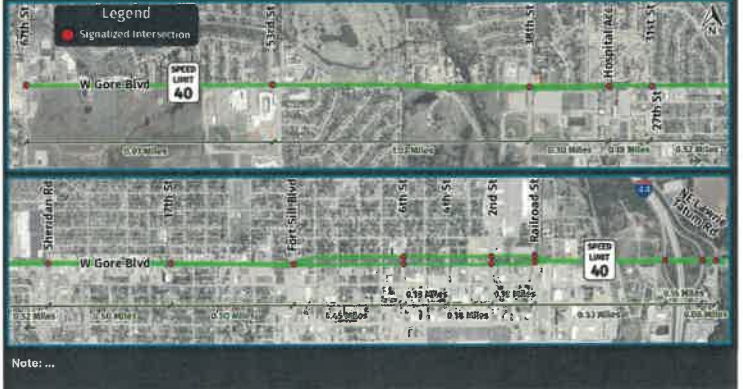
3. PROPOSED SIGNAL TIMING PLANS

- Pretimed Operation
- Actuated Coordinated Operation

4. EVALUATION OF PROPOSED SIGNAL TIMING PLANS

- Network Performance Analysis
- Intersection Performance Analysis

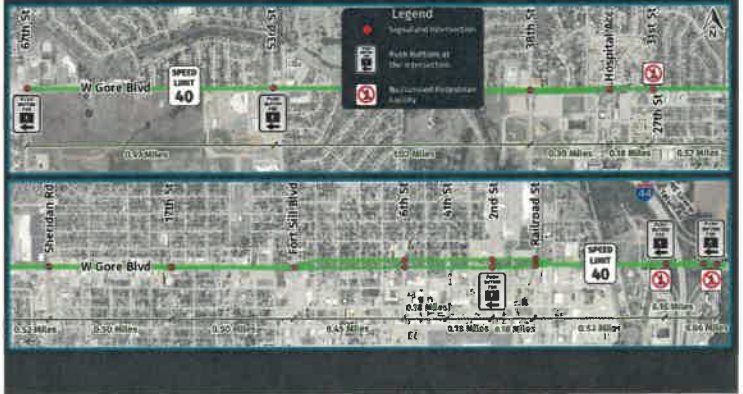
Overview of the Site



Cycle Length and Left Turn Movements



Pedestrian Push Buttons



Intersections with No/limited Pedestrian Facilities



Note: ...

Overall Existing Condition



Note: ...

Existing Timing Issues

- Non-compliant clearance intervals:**
 Clearance intervals, including pedestrian crossing times, minimum red, and yellow times do not meet ITE
- Insufficient pedestrian timing:**
 Current pedestrian intervals are too short to safely accommodate crossing demands
- Unwarranted protected left turns:**
 Many protected left-turn phases are implemented without meeting FHWA/MUTCD warrants
- Operational inefficiencies:**
 Long cycle lengths and lack of a Time-of-Day (TOD) signal plan at several intersections reduce corridor efficiency

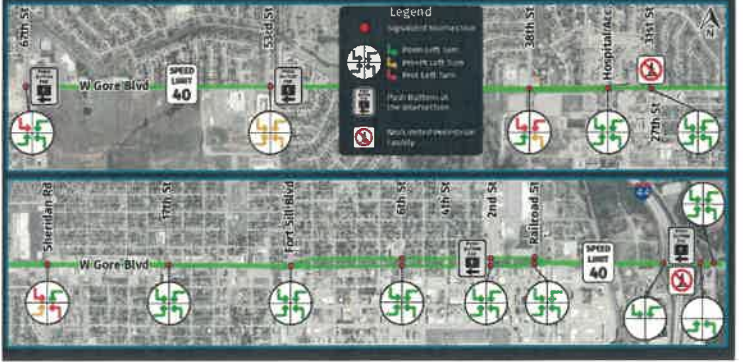
Proposed Timing

Proposed Coordination Zone



Proposed Left Turn Signal Phasing

• FHWA-Approved Left-Turn Phasing (AM Peak)



Proposed Left Turn Signal Phasing

• FHWA-Approved Left-Turn Phasing (Midday Peak)



Proposed Left Turn Signal Phasing

• FHWA-Approved Left-Turn Phasing (PM Peak)



Two Solutions:

1. Pretimed Operation

2. Actuated Coordinated Operation

Pretimed
Operation

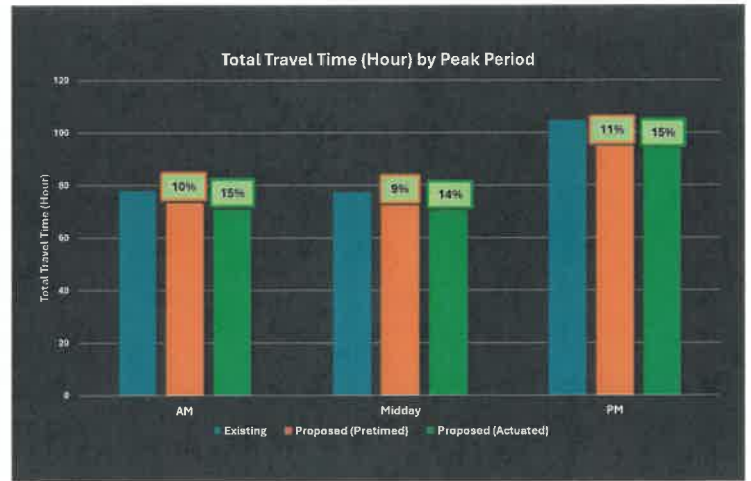
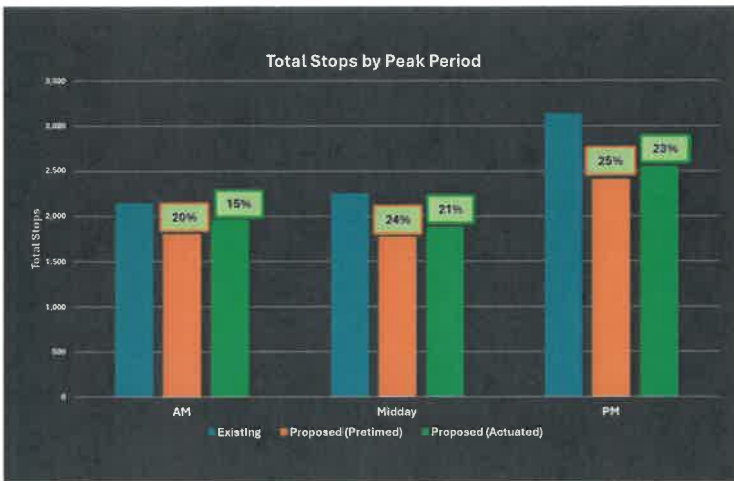
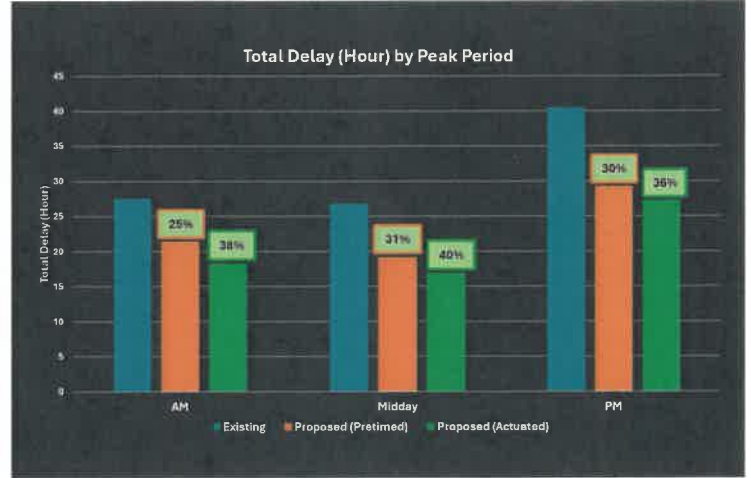
Pretimed Operation Cycle Length

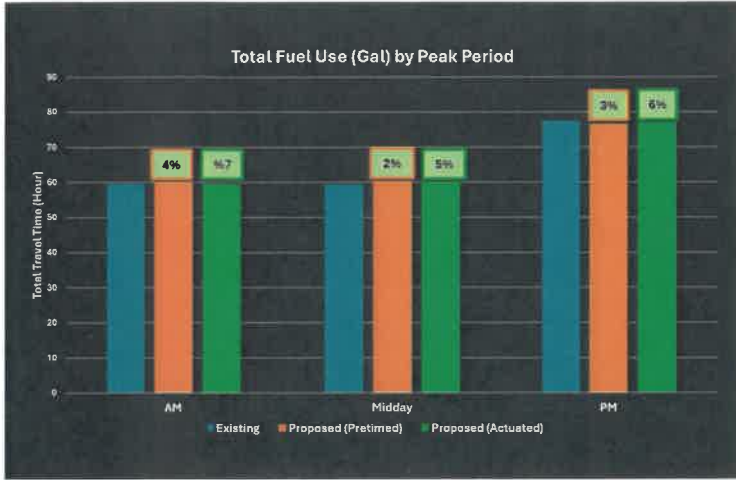


Pretimed Operation Required Equipment



Total Network Performance															
Attributes	AM			Midday			PM								
	Existing	Proposed (Pretimed)		Proposed (Actuated)		Existing	Proposed (Pretimed)		Proposed (Actuated)						
	Value	Value	% of Imp.	Value	% of Imp.	Value	Value	% of Imp.	Value	Value	% of Imp.				
Total Delay (hr)	27.5	21.4	25%	18.2	38%	26.8	19.1	31%	16.9	40%	40.5	29.2	30%	27.2	38%
Total Stops	2,147	1,803	20%	1,960	15%	2,251	1,769	24%	1,882	21%	3,136	2,406	25%	2,550	23%
Travel Time (hr)	77.9	73.3	10%	70.5	15%	77.2	72.3	9%	70.2	14%	104.6	94.8	11%	94	15%
Fuel Used (gal)	59.6	60	4%	59.5	7%	59.4	60.3	2%	60	5%	77.5	76.6	3%	77	6%
Vehicle Entered	1,400	1,404	-	1,420	-	1,332	1,342	-	1,328	-	1,925	1,893	-	1,911	-
Vehicle Exited	1,193	1,245	-	1,277	-	1,130	1,169	-	1,197	-	1,630	1,667	-	1,720	-

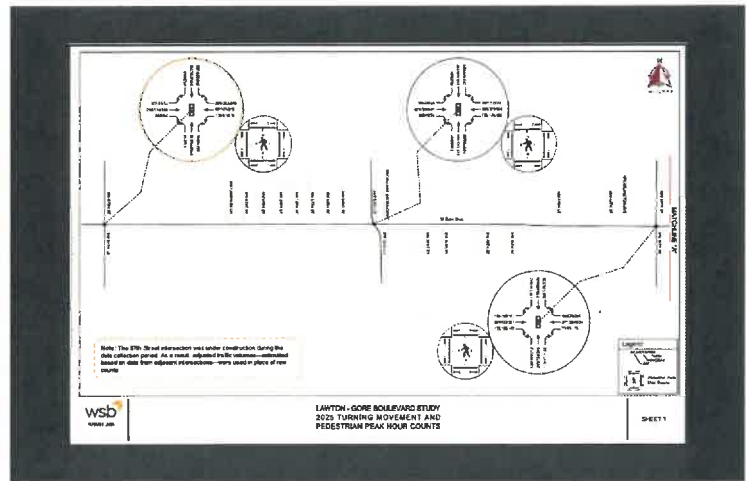
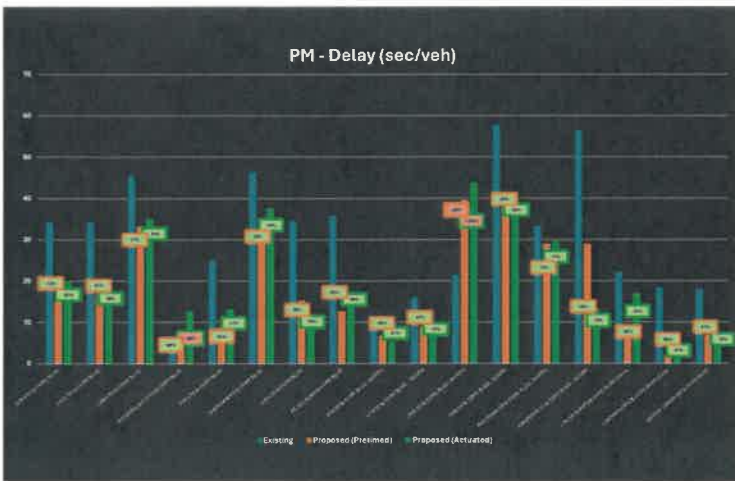
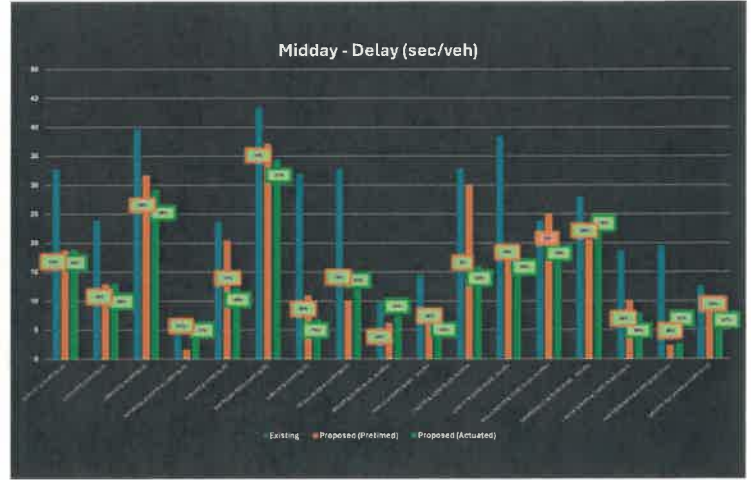
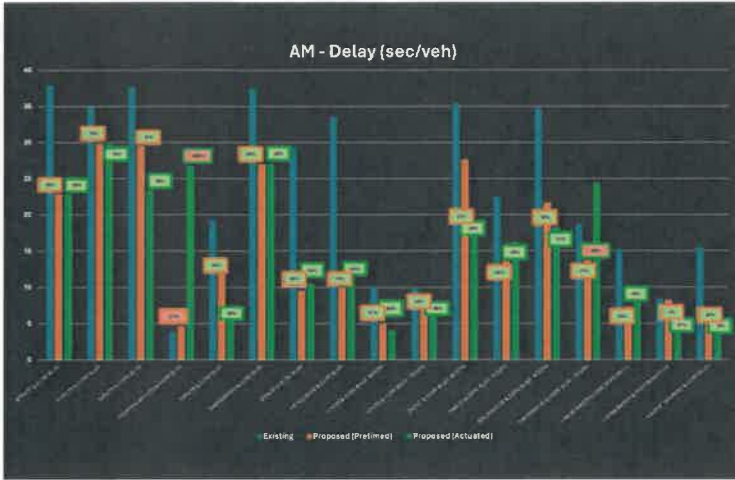


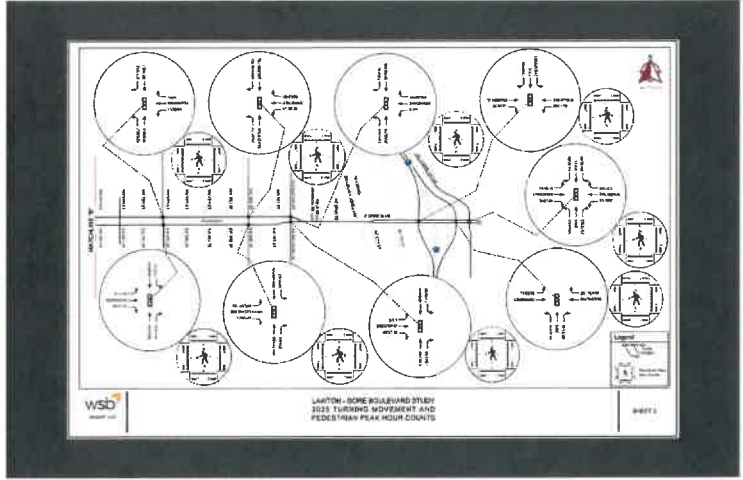
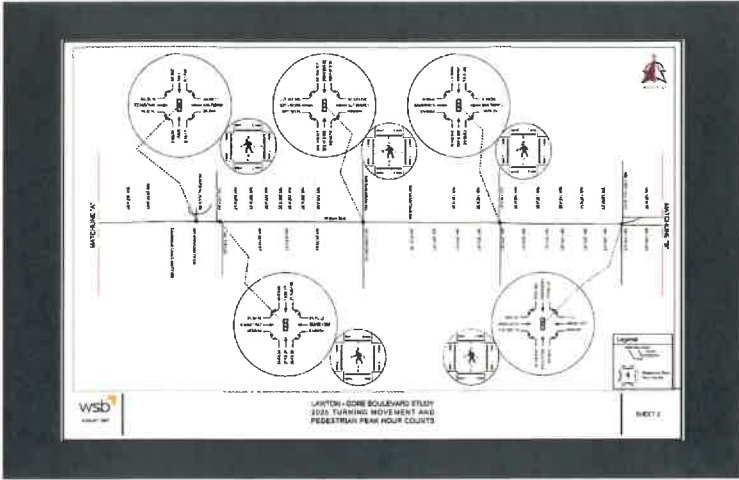


Thank You!
Happy to answer Questions

Evaluation of Proposed Signal Timing Plans Intersection Performance

Intersection	AM						Midday						PM					
	Existing		Proposed (Pretimed)		Proposed (Actuated)		Existing		Proposed (Pretimed)		Proposed (Actuated)		Existing		Proposed (Pretimed)		Proposed (Actuated)	
	LOS	Delay (sec/veh)	LOS	Delay (sec/veh)	LOS	Delay (sec/veh)	LOS	Delay (sec/veh)	LOS	Delay (sec/veh)	LOS	Delay (sec/veh)	LOS	Delay (sec/veh)	LOS	Delay (sec/veh)	LOS	Delay (sec/veh)
67th St & Gore Blvd	D	37.8	C	22.9	C	22.9	C	32.7	B	18.8	B	18.8	C	34.2	B	16	B	28
63rd St & Gore Blvd	C	34.8	C	29.8	C	29.8	C	23.9	B	12.9	B	12.9	C	34.3	B	16.9	B	17
58th St & Gore Blvd	D	37.6	C	29.5	C	29.5	D	39.6	C	31.7	C	29.2	D	49.6	C	33.2	D	35
HOSPITAL ACCESS & GORE BLVD	A	3.8	A	3.8	C	19.7	A	4.1	A	1.6	A	3.4	A	6.4	A	3.3	B	13.7
27th St & Gore Blvd	B	19.2	B	12.5	A	6.2	C	23.7	C	20.4	B	12.2	C	24.9	A	8.9	B	13.1
MERIDIAN RD & GORE BLVD	D	37.4	C	27	C	27	D	43.3	D	37.1	C	24.3	D	48.2	C	33.1	D	27.8
17th St & Gore Blvd	C	29.4	A	9.5	B	10.5	C	31.9	B	10.9	A	6.8	C	34.4	B	15.2	A	8.6
FT BILL BLVD & GORE BLVD	C	33.5	A	9.9	B	12.2	C	32.8	A	10	B	12	D	35.8	B	12.7	B	14.8
8th St & Gore Blvd - North	B	10.1	A	4.9	A	4	A	9.7	A	6.2	A	7.4	B	10.8	A	8.7	A	6.3
6th St & Gore Blvd - South	A	9.9	A	7.1	A	8.1	B	14.5	A	7.9	A	6.4	B	15.9	A	9	A	8.8
2nd St & Gore Blvd - North	D	35.4	C	27.8	B	18.2	C	32.8	C	30	B	15.8	C	21.3	D	16.3	D	18.8
2nd St & Gore Blvd - South	C	22.4	B	13.8	B	18.2	D	38.4	B	19.5	B	17.8	E	57.7	D	28.9	D	37.2
RAILROAD ST & GORE BLVD - NORTH	C	34.7	C	21.6	B	18.3	C	23.8	C	19	B	18.8	C	33.2	C	28.9	C	29.6
RAILROAD ST & GORE BLVD - SOUTH	B	18.7	B	13.7	C	18.8	C	27.9	C	28.8	C	22.7	E	58.4	C	28.8	B	13.4
142 St Ramps & Gore Blvd (West)	B	15.2	A	7.3	A	8.3	B	15.7	B	16.1	A	7.8	C	22.1	A	8.1	B	16.8
142 St Ramps & Gore Blvd (East)	A	9.4	A	8.2	A	3.0	B	19.5	A	2.8	A	2.8	B	18.8	A	2.1	A	3.8
LAWRIE TATUM RD & GORE BLVD	B	15.5	A	7.2	A	4.8	B	12.5	A	4.8	A	4.8	B	15.3	A	7	A	3.5





LAWTON METROPOLITAN PLANNING ORGANIZATION
as of June 30, 2025

BANK DEPOSITS

Claim Type/Month	Claim Date	Amount	Deposit Date
FHWA-PL APR25	May 12, 2025	4,161.00	June 9, 2025
CMAQ APR25	May 12, 2025	612.00	June 9, 2025
MPO 5305 120924 TO 010525	February 13, 2025	6,511.00	June 16, 2025
MPO 5305 010625 TO 020225	March 13, 2025	2,064.00	June 16, 2025
MPO 5305 020325 TO 030225	April 17, 2025	2,097.00	June 30, 2025
MPO 5305 030325 TO 033025	March 30, 2025	1,704.00	June 18, 2025
MPO 5305 030325 TO 033025	March 30, 2025	320.00	June 24, 2025
		Total	<u>\$ 17,469.00</u>

RECEIVABLES

Claim Type/Month	Claim Date	Amount	As of Date
		Total	<u>\$ -</u>

OUTSTANDING CHECKS

Check Number	Invoice Date	Amount	As of Date
Bank Balance 6/30/2025		237,644.27	
Sweep Acct Balance 6/30/2025		163,688.04	
Less Outstanding Checks		0.00	
Adjusted Cash Balance		<u>\$ 401,332.31</u>	
Adjusted Cash Balance		401,332.31	
HTG		-	
Total Cash Available		<u>401,332.31</u>	

List of Acronyms

MPO 5303	Metropolitan Planning Organization Transit Related Planning
CMAQ	Congestion Mitigation and Air Quality
FHWA PL	Federal Highway Administration Transportation Planning

BALANCE SHEET FOR 2025 12

FUND: 504 LMP0		NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS			
504	10250	17,363.06	237,644.27
504	10251	13.44	163,688.04
504	13000	.00	4.00
504	13050	-20.96	.00
504	15000	.00	17,674.00
504	15030	.00	-16,085.00
	TOTAL ASSETS	17,355.54	402,925.31
LIABILITIES			
504	24003	.00	-283,434.59
	TOTAL LIABILITIES	.00	-283,434.59
FUND BALANCE			
504	30000	.00	-85,405.87
504	30005	-145.12	3,812.88
504	39000	145.12	114,991.44
504	39001	-17,500.66	-149,076.29
504	39100	.00	-33,944.00
504	39101	.00	-434,140.00
504	39102	.00	468,084.00
504	39200	145.12	-3,812.88
	TOTAL FUND BALANCE	-17,355.54	-119,490.72
	TOTAL LIABILITIES + FUND BALANCE	-17,355.54	-402,925.31

** END OF REPORT - Generated by Kristin Huntley **

Income Statement



Period: 12 to 12

	2023	2024	2025
Revenue			
	\$0.00	\$0.00	\$17,500.66
5040000 - LMPO	\$0.00	\$0.00	\$17,500.66
47000 - Federal Grant	\$0.00	\$0.00	\$17,469.00
48005 - Earned Interest	\$0.00	\$0.00	\$31.66
Expense			
	\$0.00	\$0.00	\$145.12
5048505 - LMPO	\$0.00	\$0.00	\$145.12
51000 - Supplies, Tools and Equipment	\$0.00	\$0.00	\$145.12
Net Income:	\$0.00	\$0.00	\$17,355.54