



**City of Lawton**  
**CIP Advisory Committee**

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

**Agenda**

**Monday, October 20, 2025**

**1:30 PM**

**Lawton City Hall  
3rd Floor Conference Room**

**Meeting Called to Order and Roll Call**

"Official action can be taken only on items which appear on the agenda. The Committee may adopt, approve, ratify, deny, defer, recommend, or continue any agenda item. The Committee may also propose and enact floor amendments to any matter presented before them. When more information is needed to act on an item, the Committee may refer the matter to City Staff. Under certain circumstances, items are deferred to a specific later date or stricken from the agenda entirely."

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

**Reports**

1. Receive a report from the Public Utilities Department on the top five CIP projects.
2. Receive a report from the Engineering Department on the top five CIP projects.
3. Receive a report from the Public Works Department on the 3 CIP projects currently underway.
4. Receive a report from the Community Enrichment Department on the top five CIP projects.

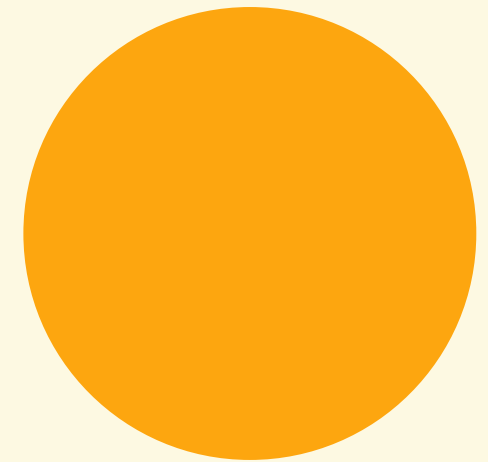
**Business Items**

1. Consider approving the minutes of the May 29, 2025, and July 28th, 2025, meetings.
2. Consider accepting the Financial Statement Report for the CIP Fund.
3. Discuss the annual CIP Report, due for submission to the City Council by November 30 each year.
4. Consider approving the 2026 Annual Meeting Notice for the CIP Advisory Committee.

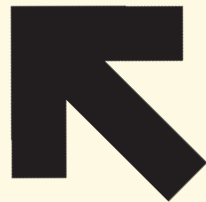
**Adjournment**

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."



**CIP Projects**



# **Public Utilities**



# Agenda

**WWTP Improvements Phase I PU2103**

**1**

**All Wards**

**Ellsworth Spillway Rehabilitation PU2312**

**2**

**All Wards**

**Map 9 Waterline Replacement PU2308**

**3**

**Ward 1**

**Sewerline Replacement PU2413**

**4**

**All Wards**

**SEWTP Dewatering Facility PU2414**

**5**

**All Wards**





# Wastewater Treatment Plant Improvements Phase I - PU2103

All Wards

**This project includes replacement of the administration building, influent pump station, grit removal system, trickling filter mechanisms, electrical conduit duct bank, electrical switchgear, automatic transfer switch for standby power, primary effluent pumps, polymer feed system, four aeration blowers, and several additional upgrades.**

- **Status: Substantial Completion has been met. Currently working through punch list items.**
- **Project Cost: \$85,345,473.58 (CWSRF \$47mil & 72mil loans)**
- **WWTP Phase II design plans have completed the 90% review phase.**





2

## Ellsworth Spillway Rehabilitation - PU2312

All Wards



**Heavy rainfall events in 2015 caused extensive damage to the spillway. Repairs are needed to restore the spillway to pre-damage condition and functionality.**

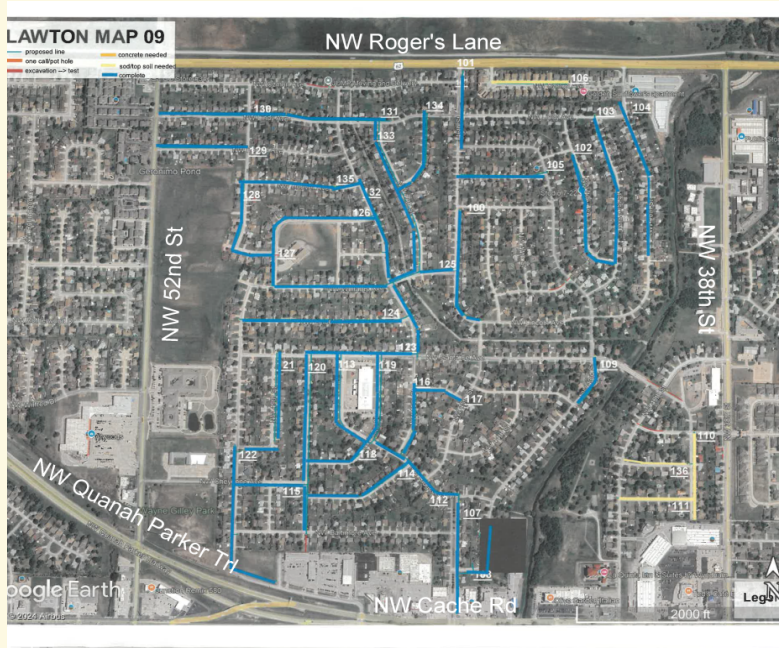
- **Status: Construction has begun with the contractor currently working on filling voids and installing rock anchors in the existing spillway.**
- **Total Project Cost: \$46,410,000 (\$11,925,251 in Grant Funds; CWSRF \$39mil Loan)**





3

## Map 9 Waterline Replacement - PU2308 - Water Line Replacement Project -



**Replacement of high-maintenance waterlines throughout Map 9 located north of Cache Rd, south of Roger's Lane and west of NW 38<sup>th</sup> St, east of NW 52<sup>nd</sup> St.**

**Ward 1**

- **Status: Work is 100% complete and the project was accepted at City Council on September 23, 2025**
- **Total Project Cost: \$14,353,226.20 (DWSRF \$30mil loan)**

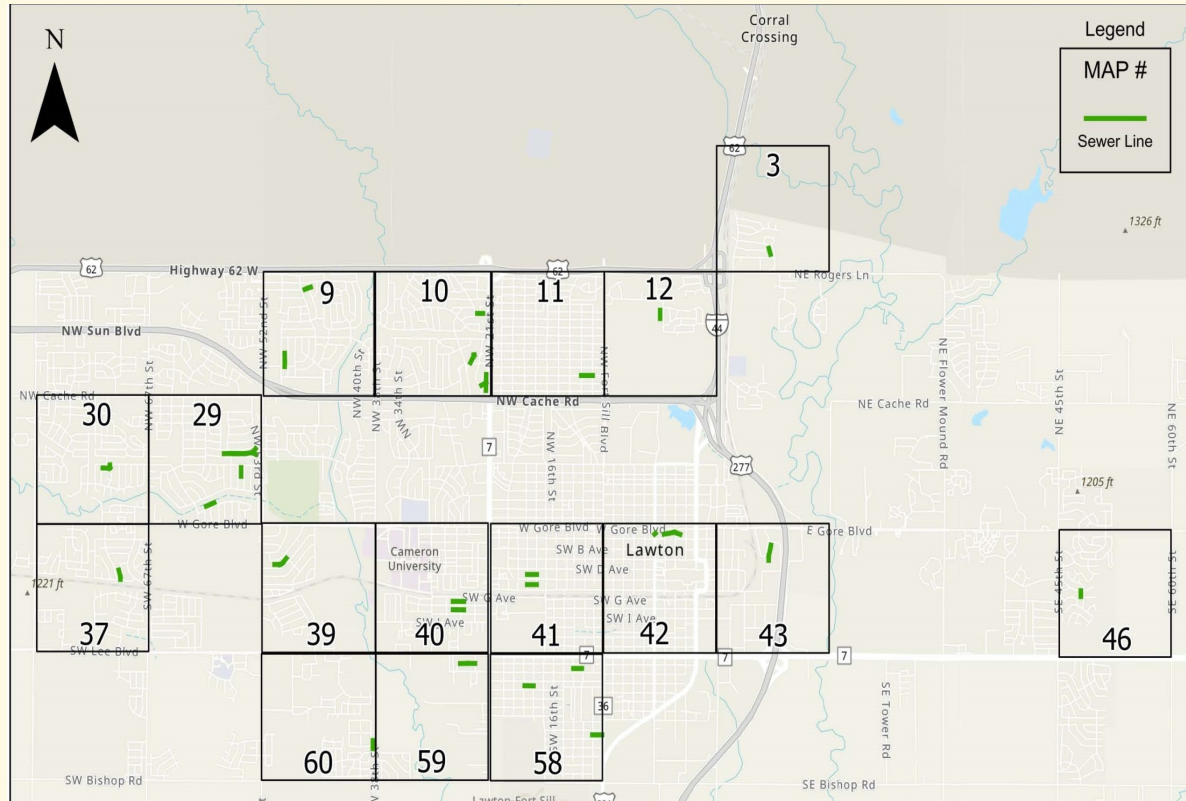
**Due to the efforts of this and other Water Line Replacement Projects, the number of water main breaks has decreased from 835 in FY24 to 384 for FY25.**





4

# Sewer Line Replacement Project – PU2413 - High Maintenance Sewer Design Project -



All Wards

**This project consists of replacement of high-maintenance sewer lines throughout the city using the pipe-bursting method.**

- **Status: 4,033 ft of pipe installed as of Oct. 1. Expected completion is January 2026.**
- **Project Cost: \$4,005,180 (CWSRF \$25mil loan)**





**5**

## **SEWTP Dewatering Facility - PU2414 - Alternate Water Supply Project -**

**This project adds the necessary facilities for solids processing at the Southeast Water Treatment Plant. The newly constructed treatment process will have the capacity to treat residuals from the existing treatment train as well as future planned expansions to the SEWTP.**

**All Wards**

- **Status: Bids were received September 23, 2025. The project is set to award a contract to Walters-Morgan Construction at City Council on October 28, 2025**
- **Project Cost: \$14,790,000; \$7.125 mil in grant funds have been obtained through ARPA and the EPA**





# Thank you

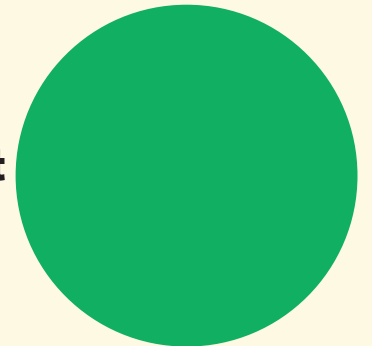
**Public Utilities Department**

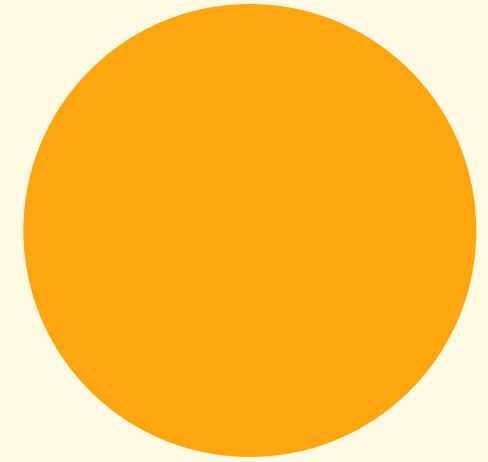
**Rusty Whisenhunt, Director**

**For Further Inquiries:**

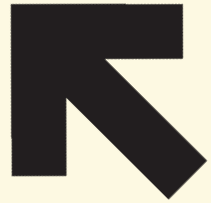
**Kella Bertoch, Administrative Assistant**

**[Michaela.Bertoch@lawtonok.gov](mailto:Michaela.Bertoch@lawtonok.gov)**





**CIP Projects**



# **Engineering Department**



# Agenda

**PR2308 Elmer Thomas Park Amphitheater & Boardwalk**

**1**

**EN2204 Construction of 11<sup>TH</sup> St Bridges M94-2 & M94-3**

**2**

**EN2108P1 McMahon Auditorium Addition & Renovation**

**3**

**EN2104 US-62 Interchange at Goodyear Blvd.**

**4**

**EN2304 Animal Welfare Building**

**5**





1

## PR2308 Elmer Thomas Park Amphitheater & Boardwalk

- **New Amphitheater adjacent to the playground.**
- **Covered stage area and boardwalk along the south shore of Lake Helen.**
- **Currently Status: In Design-95% Complete**





2

## EN2204 Construction of 11<sup>th</sup> St Bridges M94-2 & M94-3



- Replace existing bridge
- Replace existing box culvert
- Replace approximately 0.5-mile of existing roadway and surfaces
- **Current Status: In Construction- 65% Complete**





3

## EN2108P1 McMahon Auditorium Renovation & Addition



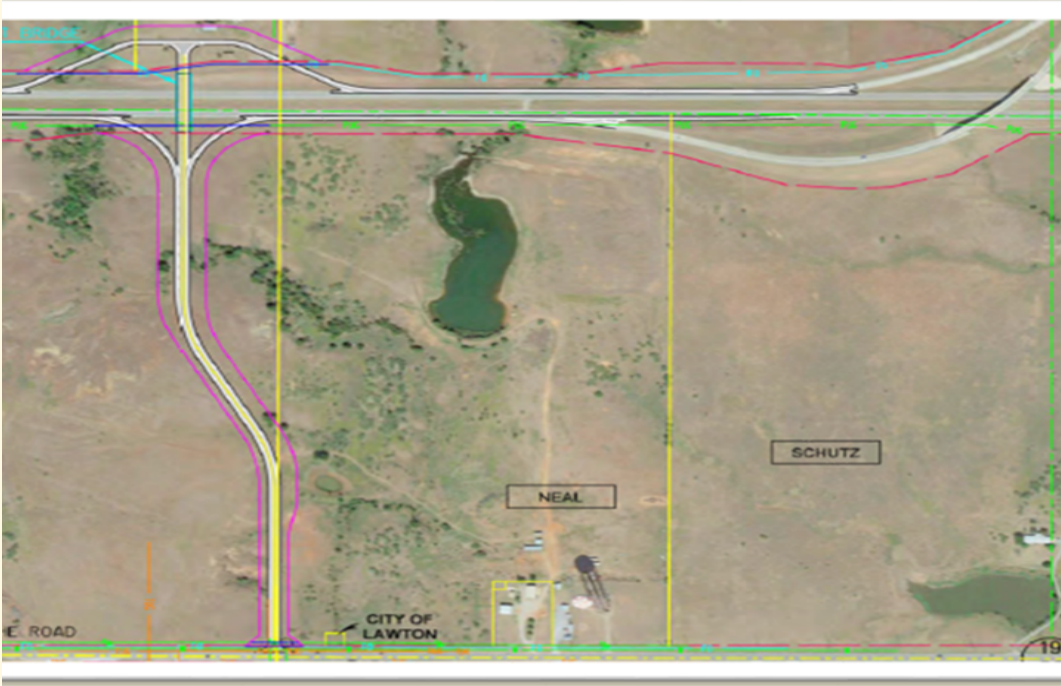
- Renovations to 13,500 SF of existing space
- Ground Floor
- Mezzanine
- Balcony Levels
- Addition of 4,800 SF on east side
- New Elevator
- New HVAC
- Restroom Additions
- **Current Status: In Construction-70% complete**





4

## EN2104 US-62 Interchange at Goodyear Blvd.



- **Shared ODOT Project**
- **Street Reconstruction of approximately 0.6-mile extension of Goodyear Blvd. with 4 ramps to US-62**
- **1 mile improvements along US-62**
- **Current Status: In Design -Acquiring ROW**





5

## EN2304 Animal Welfare Building

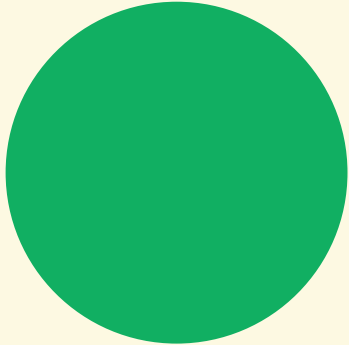
- Remodel existing building
- Add additional building to house surgical center, kennels and administrative offices.
- New parking lot
- **Current Status: Design 100% complete (Bidding Nov. 2025)**

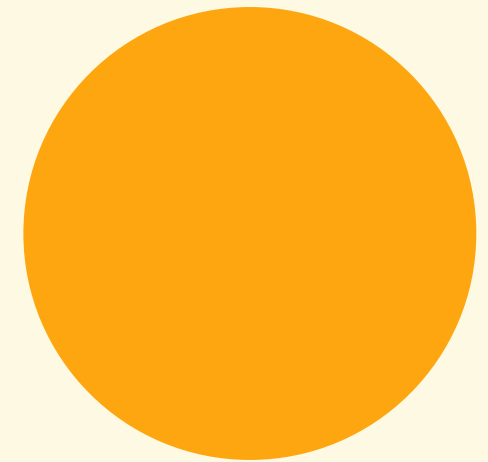




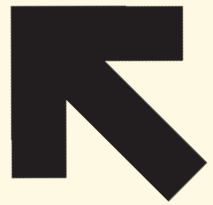
# Thank you

**Mike Jones, Director**  
**Michael.jones@lawtonok.gov**  
**Engineering Dept.**





**CIP Projects**



# **Public Works**



# Agenda

**Landfill Expansion**

**1**

**Street Maintenance**

**2**

**Lee Blvd Rehab**

**3**



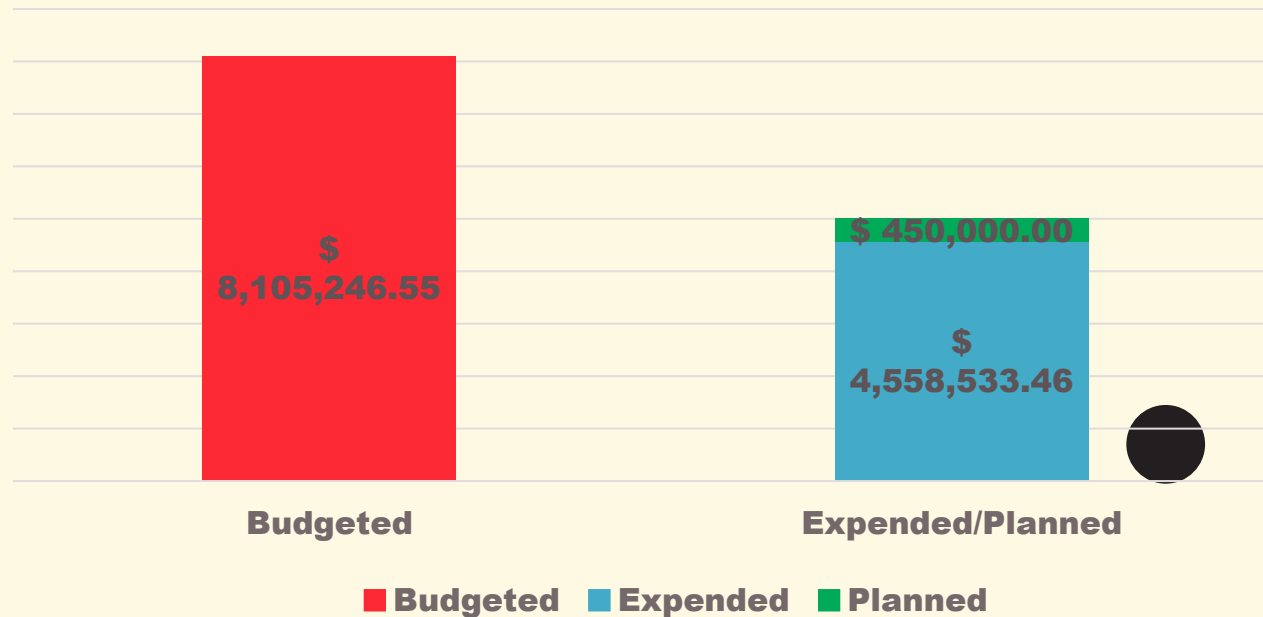


1

# Landfill Expansion – PW2101



- Working land purchase
- Emergency Repairs Completed
- Awaiting DEQ Certification

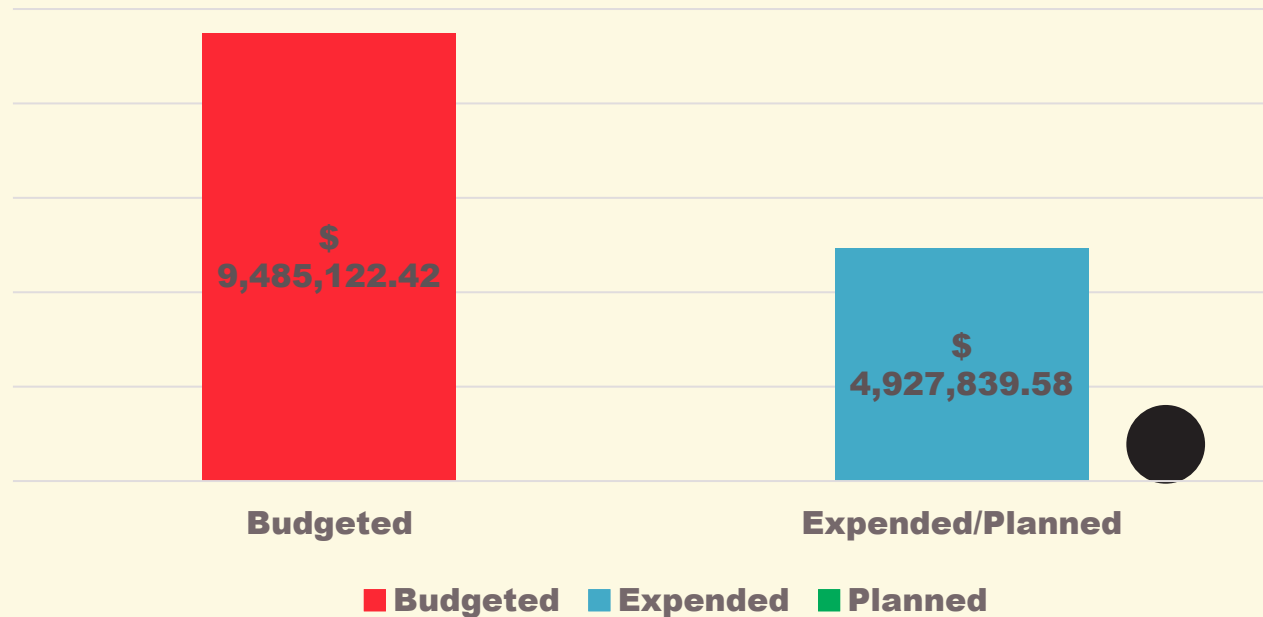




2

# Street Maintenance PW9901

- **Not Funded in FY25 or FY26**
- **No Updates**



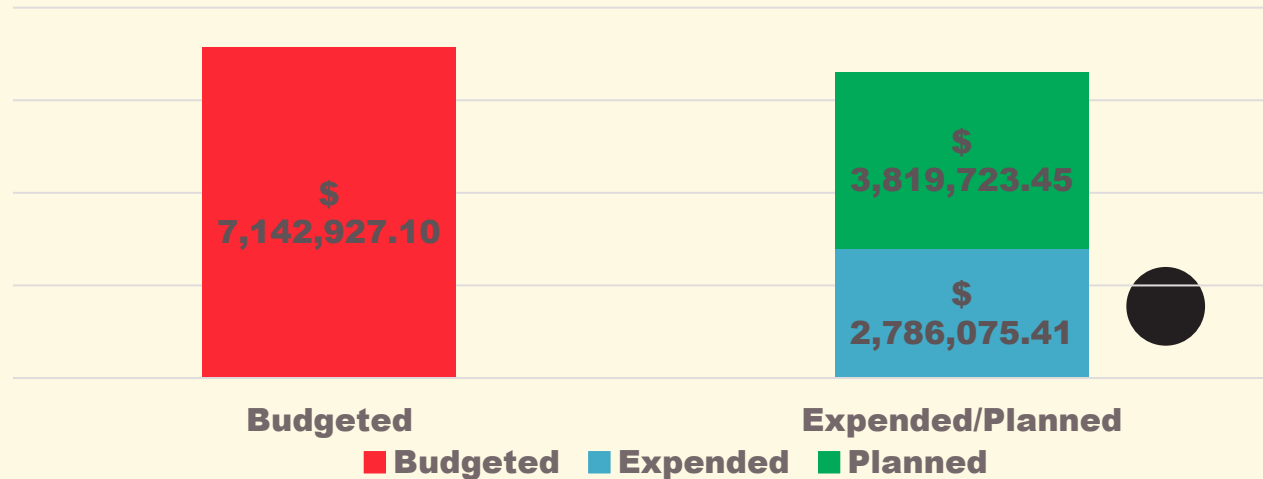


3

# Lee Blvd Rehab EN2002C



- **Between 38<sup>th</sup> and 52<sup>nd</sup> Streets**
- **Project Bid opening occurred 13 Oct 2025**
- **Project initiation expected by Jan 1 2026**





# Thank you

**Michael Watrous**

**Michael.Watrous@lawtonok.gov**

**Public Works**



**CIP Projects**

**Community  
Enrichment  
Department**



# Agenda

**PR2102 Youth Sports Complex**

**1**

**PR2308 Boardwalk & Amphitheater**

**2**

**PR2309 Aquatics Center**

**3**

**PR2313 Park Improvements**

**4**

**PR2404 Lake Improvements**

**5**



# **1 PR2102 Youth Sports Complex**



## **Information to be provided by LYSA**

- **Conceptual drawings**
- **Timeline**
- **Services offered**

# 2

## PR2308 Boardwalk & Amphitheater



### CONCEPTUAL SCHEDULE

|                                      |  |
|--------------------------------------|--|
| <u>FREEDOM FESTIVAL OPENING</u>      | <u>JUNE 2027</u>   |
| <u>SUBSTANTIAL COMPLETION</u>        | <u>AT THE END OF JUNE 2027</u>   |
| <u>ANTICIPATED CONST. DURATION</u>   | <b>Postponed to January 2026</b><br><del>DECEMBER 2025 - JUNE 2027 (19 MONTHS)</del> |
| <u>REVIEW BIDS AND AWARD</u>         | <u>NOVEMBER 2025 (1 MONTH)</u>   |
| <u>BIDDING</u>                       | <u>OCTOBER 2025 (1 MONTH)</u>  |
| <u>PERMITTING</u>                    | <u>SEPTEMBER 2025 (1 MONTHS)</u>   |
| <u>DESIGN AND CONTRACT DOCUMENTS</u> | <u>FEBRUARY 2025 - AUGUST 2025 (7 MONTHS)</u>  |

*- SURVEY & SITE DISCOVERY  
- AWAITING CONFIRMATION OF SUBCONSULTANTS' TIMELINE*



**3**

# PR2309 Aquatics Center

**Post Season Recap  
Aug. 27<sup>th</sup> thru Sept. 26<sup>th</sup>**

**Visitors: 8,697**

**Revenue: \$ 50,302.00**

## Amenities

- **Bath House/Shower Facilities**
- **Shower/Changing Facilities**
- **Concession Area**
- **Lap Lanes, Lazy River**
- **19' Main Pool**
- **13' Diving Tank**
- **1m and 3m Diving Boards**
- **Family Slide/Tube Slide**
- **Adult Lounge Pool**

# 4 PR2313 Park Improvements



## 14 Completed Upgrades:

- **Eva McNally (8)**
- **Fred Bentley (3)**
- **George Lee (7)**
- **Gray Warr (6)**
- **Hunter Hills (6)**
- **McMahon (7)**
- **MacArthur (4)**
- **Panther (2)**
- **Skyline (4)**
- **Union (5)**
- **Wayne Gilley (1)**
- **Prairie Park (4)**
- **Willow Creek (6)**
- **Greer/Kidzone (3)**

**Upcoming: Lee West, Mocine, Gooch Acres, 35<sup>th</sup> Division**

# 5

# PR2404 Lake Improvements



**New leveled land for dry stall installation (above)**

**Robinson's Landing - Old dry stalls (below)**



## Completed Upgrades:

- **New 4yd dumpsters for both lakes**
- **SHS & RL Restroom roofs**
- **SHS restroom hot water heater**
- **RL dry stall (in progress)**
- **East Campground restroom (in progress)**

## Proposed Upgrades:

- **SHS paving**
- **SHS retaining wall stabilization**
- **SHS lift station**
- **RR roof repairs**
- **RR dry stall**

| <b>Project Code</b>                        | <b>Fund Account</b>  | <b>Project Budget</b>   | <b>Spent</b>   | <b>Remaining</b>       |
|--|----------------------|-------------------------|--|------------------------|
| <b>PR2102 Youth Sports Complex</b>         | <b>4400000-52090</b> | <b>\$ 8,000,000.00</b>  | <b>\$ 1,463,354.00</b>   | <b>\$ 6,536,646.00</b> |
| <b>PR2308 Boardwalk &amp; Amphitheater</b> | <b>1006001-53020</b> | <b>\$ 2,203.874.00</b>  | <b>\$ 2,203.874.00</b><br><small>Encumbered PO# 22504838</small> | <b>\$ 0</b>            |
| <b>PR2309 Aquatics Center</b>              | <b>4400000-54120</b> | <b>\$ 20,855,834.00</b> | <b>\$ 13,745,157.62</b>  | <b>\$ 7,110,676.38</b> |
| <b>PR2313 Park Improvements</b>            | <b>4400000-54120</b> | <b>\$ 8,386,811.52</b>  | <b>\$ 940,257.13</b>   | <b>\$ 7,446,554.39</b> |
| <b>PR2404 Lake Improvements</b>            | <b>1005006-53020</b> | <b>\$ 3,000,000.00</b>  | <b>\$ 474,565.36</b>   | <b>\$ 2,525,434.64</b> |

# **Thank you**

from the  
**Community Enrichment Department**

**Larry Parks**  
**[larry.parks@lawtonok.gov](mailto:larry.parks@lawtonok.gov)**  
**Director**

**Charlotte Brown**  
**[charlotte.brown@lawtonok.gov](mailto:charlotte.brown@lawtonok.gov)**  
**Deputy Director**

**Kelvin Ingram**  
**[kelvin.ingram@lawtonok.gov](mailto:kelvin.ingram@lawtonok.gov)**  
**Deputy Director, Parks & Recreation**



**Item Title:**

Consider approving the minutes of the May 29, 2025, and July 28th, 2025, meetings.

**Initiator:** Tammy Branstetter, Senior Deputy City Clerk

**Information Source:** Tammy Branstetter, Senior Deputy City Clerk

**Background:**

Minutes from the May 29, 2025, and July 28, 2025, meetings have been drafted and are awaiting approval.

**Correlation to the True North Statement:**

Transparency and Trust

**Exhibit:**

Draft minutes from the May 29, 2025, and July 28, 2025, meetings

**Key Issues:**

N/A

**Funding Source:**

N/A

**Recommended Action:**

Approve the minutes of the May 29, 2025, and July 28th, 2025, meetings.

**ATTACHMENTS:**

1. CIP Advisory Committee Minutes 05.29.2025
2. CIP Advisory Committee Minutes 07.28.2025



**City of Lawton**  
**CIP Advisory Committee**

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

**Minutes**

Thursday, May 29, 2025

1:30 PM

Lawton City Hall  
3rd Floor Conference Room

**Meeting Called to Order and Roll Call**

Chairman Cross called the meeting to order at 1:30 P.M. in the 3rd floor conference room of City Hall.

**ROLL CALL:**

**MEMBERS PRESENT:** Dwight Tanner, Mark Ashton, Jesse Cross, Chris Rabon, Judy Odom, \*Scott Hatch, Evan Watson, John Beemer

**MEMBERS ABSENT:** Jason Wells, Terry Stamper

**ALSO PRESENT:** Stan Booker, Mayor; Councilman George Gill, Ward 4; Dewayne Burk, Deputy City Manager; Judy Franco, IT Director; Rebecca Johnson, Finance Director; Larry Parks, Community Enrichment Director; Michael Watrous, Public Works Director; Tammy Branstetter, Sr Deputy City Clerk; Mike Jones, City Engineer; Sneha Dongre, Engineering; Rusty Whisenhunt, Public Utilities Director; Kim McConnell, Lawton Constitution

\*Arrived at 1:35PM

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

Chairman Cross confirmed with Branstetter that the meeting notice and agenda were posted by the City Clerk's Office as required by State Law.

**Introduction of Guests**

**Reports**

1. Receive a report from the Public Utilities Department regarding the status of CIP Projects.

Rusty Whisenhunt, Public Utilities Director, gave a presentation regarding the status of CIP Projects for the Public Utilities Department.

Whisenhunt said Public Utilities currently has five major project areas underway. The first is

at the Wastewater Treatment Plant, where Phase One of the rehabilitation project is ongoing. We are in the process of starting up the new effluent treatment facility. Financially, the project is about 75% complete, while physical construction is approximately 95% finished. The total cost for Phase One is \$85 million, and we are nearing the completion of this phase.

Whisenhunt discussed the Ellsworth Spillway, which was damaged during the 2015 flooding events. Whisenhunt said we have under contract with McMillen Construction a \$46.4 million project, of which \$11,925,000 are grant funds. The rest of it is funded through Clean Water State Revolving Funds. The notice to proceed with construction is scheduled for next week, so construction will be starting on this project.

Whisenhunt discussed waterline replacement projects. Whisenhunt said we currently have 12 projects under construction across various mapped areas within the City of Lawton. Additionally, three more projects are in the design phase and have not yet gone out for bid. With regard to the projects that we do have under construction, the Cache Road waterline projects are nearing completion. The 12-inch water main is currently in the punch list phase, and the 36-inch water main is about 95% complete. All line work is in, and they're doing final restoration on this project. Once this project is complete, we will be entirely off Cache Road for waterline construction. These projects began at 67th Street and extends to Fort Sill Boulevard.

Chairman Cross asked if there is still a leak on 67th Street.

Whisenhunt said that is not part of this project. That issue involves a water leak in a bore under Cache Road. We had to get the 36-inch main completed so that we could take that line out of service to actually dig up on the north side, pull the pipe out of the casing, put new piping into the casing and reconnect it instead of digging up Cache Road across this area. Whisenhunt noted that this is an internal maintenance project — not a capital improvement project.

Chairman Cross asked how the Council person responsible for that particular ward would know about this.

Whisenhunt said maintenance projects are identified through the Water Distribution Division, which is under Public Utilities. He said right now, they're establishing a street closure and a waterline improvement portal that's separate — it's not part of the public CIP portal.

Judy Frano, IT Director, said this is on our website. If you go to "road maintenance" or "road closures" at the very top of the website, it lists everything and has an interactive map.

Judy Odom asked if 53rd Street between Cache Road and Gore Boulevard is a maintenance issue as well - it's had repeated problems, and right now it's down to two lanes.

Whisenhunt said this is a road construction project, which is an engineering project.

Chairman Cross asked which projects are going on specifically in wards 1, 3, 5 and 7.

Whisenhunt said we've had quite a few projects in this area, including both waterline and major sewer line projects. The 2023 CIP Sewer Line Project was predominately located in Ward 5, beginning on I Avenue around Lee Boulevard, following Numu Creek, and continuing up I Avenue all the way to Sheridan Road. That was a major sewer line improvement project that has been completed. This project is shown under the sewer line replacement project 2307. Subbasins 105, 106, and 107, were on the east side of town. Part of that work involved sewer line projects near 45th Street and Lee Boulevard. We currently have under construction a pipe-bursting project that is predominantly located around the YMCA area, and the other part is up around Baltimore Circle.

Mayor Booker asked Chairman Cross if we're getting his questions answered.

Chairman Cross said some of them.

Mayor Booker said he thinks Chairman Cross's question is what work is going on in Ward 5. The first project is all wastewater treatment, which affects the whole city. The Ellsworth Spillway Project affects the whole city, but it's not in a ward. He asked Whisenhunt if there are any waterline replacement projects located in Ward 5.

Whisenhunt said I don't believe any of those are within Ward 5.

Mayor Booker said there is some sewer line replacement going on in Ward 5, and while he hasn't gotten to the alternate water supply, that will affect the whole city, but it's not specifically in Ward 5. He noted that the format we chose was to go over five projects in each department, and this is what the Committee received.

Whisenhunt said basically, we broke it into five categories, and we've got multiple projects within those five categories. The five categories are: Wastewater Treatment Plant, Ellsworth, Water Line Replacement, Sewer Line Replacement, and Alternate Water Supply.

Ashton said it would help me if I had a readable street map that designated the wards in the city attached to the binder that comes to us.

Mayor Booker said we will have that next time. He noted the map is also online for citizens to look at.

Whisenhunt discussed the Alternate Water Supply project, which will support all of Lawton. Whisenhunt said we have two production wells now that we have drilled, and we have three more under contract to drill. Of the two completed wells, one produces 1.25 million gallons per day, and the other produces 1.5 million gallons per day. We recently completed our second pilot study on water treatability. This last one was a greensand filtration pilot. Both the reverse osmosis (RO) system and the greensand filtration system work very well. But, if

we can keep the iron in solution, then we don't need the greensand filtration.

Ashton asked for an estimate of water usage in Lawton during a given day.

Whisenhunt said the average daily water use between both facilities is a total of about 18 million gallons a day.

Ashton asked if both wells could meet this requirement.

Whisenhunt said no - the two wells we have drilled right now we meet about three million gallons a day. We've got three more under contract, and we believe those three will take us to about five and a half to six million gallons of water a day.

Mayor Booker noted that this is a 25-30% increase in capacity.

Whisenhunt said yes, in available water for treatment.

Mayor Booker asked if the other two plants are producing at capacity.

Whisenhunt said no - both plants are producing well at less than half capacity.

Mayor Booker said so we have lots of capacity - the problem is when we have a drought, we need more water.

Whisenhunt noted that we've had lots of rain, so all of our lakes are full. Waurika Lake is approximately 125% full. Our total lake levels are around 115%. Waurika is releasing water, and so is Lawtonka.

Odom asked if we ever sell water.

Mayor Booker said I don't believe so, but we would have to really consider it, because once you start selling water, you have to continue to sell water, which puts us in a problem every few decades.

Whisenhunt said when the lakes get dry, then you would still have to sell that water to whoever you have under contract.

Odom noted that Texas is really struggling with water.

Whisenhunt said we have a total of 35 active projects under construction right now.

Mayor Booker said what we agreed to last time was to show the top five projects, and then you can go to the portal, which is updated approximately every two weeks, and you can look at that as every citizen can. The goal is for everybody to have transparency at their fingertips.

Whisenhunt said we have a number of projects under design. The 35 construction projects under construction total \$340 million.

No action was taken on this item.

2. Receive a report from the Parks and Recreation Department regarding the status of CIP Projects.

Larry Parks, Community Enrichment Director, gave a report regarding the status of CIP projects for the Parks and Recreation Department.

Parks noted that the handout provided has six projects on there, and of those six, there are 19 active CIP projects for us. The first step was the youth sports facility—the complex—and right now, what I can tell you is that it's in the negotiation phase and moving forward. No shell is in the ground yet, but the site has been approved, and we're looking forward to continuing progress on that project.

Odom asked where the site is located.

Parks said East Side Park.

Mayor Booker said just west of MacArthur Senior High and Junior High, there's a city-owned park, and it has school land on, I think, two sides of it, and they've made an agreement with the school to use that and to work with the school for the facility.

Odom said it's a great location.

Parks said the Boardwalk and Amphitheater is also moving forward. We're in the design phase. If you look down at the bottom portion of that slide, you should be able to see where we're at right now in the schematics. Basically, we're designing contract documents right now—that's where we're at with this project. If you go inside the portal, you will see the photos that are on the slide deck with some depiction of what is forthcoming as far as this project. Again, we're in the design phase and moving forward.

Beemer said I used to do a lot of events in Elmer Thomas Park. And the same reason I never used that stage back there—it looks to me, in the description here, that it's going to be facing the same exact logistical and operational problems backstage that I was facing when I tried to do events there, because there's nowhere to load in or out. If you do a multi-element concert or something like that, and you've got an element right there where you have to move the bands in and out—most of the time, these guys are, let's call them amateurs. They don't have a system they follow. Their buddy shows up with a hatchback, and they just bail everything out. You cannot get in and out of that place effectively, because most of our events encompass the park as a whole. You can't move through that place, and there's nowhere behind the stage to go out—say, to the northwest—because you're going into a lake. So it's tough, and I didn't know if that was going to be addressed or not.

Parks said all of that's going to move forward, and you will be able to access it in the plan. Again, these are all conceptual. You will see that the design for the new amphitheater has a lot of access to it, and it will move forward.

Parks said the aquatics center is 85% complete. The houses are well on their way — it has a roof, brick and motor going around it, plumbing, and they put in some of the ceiling. Regarding the lazy river, the slides are in, most of the plumbing is in, and they're pouring decking for shades and things around the outside of it. It's mainly fixture and finishing work going on right now in that area, and with the rain, it continues to slow down progress.

Chairman Cross inquired about restrooms at the facility.

Parks said on the male's side, there will be seven urinals and five toilets. On the female side, there will be 12 toilets. The capacity of the water is 709 people in the water at one time, and the capacity of the bath house right now is 86 total.

Regarding park improvements, Parks said we are finishing up round two of park improvements. You will see that Skyline is complete, and Hunter Hills is complete. Right now, we are in the middle of working on Kid Zone, or 38th Street Park, and we're probably about 30 percent complete. We expect completion of it by mid-July as well, and it's a big project. We will complete the remainder of the parks. We did a park in each ward for park improvements each year, so we do have four left over that will be completed, finishing up with Lee West.

Chairman Cross asked what we are going to do about telephones. He asked if there is a station there.

Dewayne Burk, Deputy City Manager, asked if he's referring to an emergency phone. He said he's not aware of any.

Chairman Cross inquired about the availability of aid stations.

Burk said if it's during an event, we would typically have personnel there on site to provide all that kind of stuff. On a normal day, there wouldn't be anyone there.

Ashton asked if there will be lifeguards.

Parks said yes — we have an aquatics staff of 24 total.

Mike Jones, City Engineer, said on the first aid, I think we're still at the point where we could address that with JD—just basic first aid kits and measures to be provided in the concessions building, so they'd be available anytime that building is in use or open. I can verify that, and if it's not already included, we can suggest it.

Parks said I will tell you that the aquatics center does have an aid station.

Burk said that is something that we could install in the park in various places—like the Holiday House, maybe over near the Miracle Field area, and around the park near the playground. I don't know about a call box, but maybe an aid station.

Tanner said it used to be less than four minutes that the fire department would respond if someone gets hurt and calls 911.

Burk said I think it would definitely be less than four minutes to the park, considering where the new public safety center is.

Tanner said most people have cell phones, so if someone gets hurt they can call 911. Probably the first responders from the fire department are going to be there within at least five minutes.

Burk noted that we now have a full-time staff that's assigned to that facility, and so there will be people on site daily, I believe, that can help address these issues.

Parks discussed lake improvements. Parks said the lake improvements are a special fund — it's not CIP funded. We put it in there so the citizens can see and track the improvements we do out there. Those funds are garnered at the lakes and the projects that are funded through this special fund are all at the lakes. We did upgrades to some campgrounds, and there's work going on with the parking lots and pavement.

Chairman Cross asked if there will be any tax increases.

Mayor Booker said there will be no tax increases on any of this.

Tanner said I think the vast majority of these CIP projects are tax increases, but they're tax increases that the citizens went out and voted on.

Mayor Booker said they don't raise the rate of tax, they extend the allowable period of collection. So, the citizens have voted to extend the 2 1/8 cent collection to 2040. 1% of that they voted to extend indefinite, which doesn't mean forever — it means until they change their mind. And that 1% is divided up by one half cent for water, sewer, and infrastructure—which is where Rusty gets a good portion of his funds—and a quarter of a cent for streets, and a quarter of a cent for parks. Those are indefinite, once again, until the citizens vote to stop them.

Burk said the improvements at the lake are all in accordance with the new council policy. All that funding comes from revenue generated from the lakes. It's reinvested back into infrastructure improvements, so the people using that facility are actually contributing to the upkeep and maintenance of all that infrastructure.

Mayor Booker said per the council policy, all funds raised at the lakes should stay at the lakes, and the lake should move towards self-sufficiency. They're not there. They are supplemented by the general fund. But the theory is that when you have a park in town

that's used by a lot of citizens, then it generally comes from the general fund. At the lakes, we ascertained that less than half of the people renting spaces at the lakes were citizens of Lawton, and the lake recreation was being supplemented by all citizens for less than one percent of the people that make it out there. So, the council adopted a policy that the lakes should be self-supporting, or move toward self-supporting, and that all money generated at the lakes should not be absorbed into the general fund. We were able to take the increases that we've put in place for rental fees—both in boathouses and RVs—and generate three million dollars. We took out a note for ten years, and that will pay for three million dollars' worth of improvements, paid for by the people that use them.

3. Receive a report from the Public Works Department regarding the status of CIP Projects.

Michael Watrous, Public Works Director, gave a report regarding the status of CIP projects for the Public Works Department.

Watrous said we have three CIP projects. The first project is for landfill cells six and seven. Construction on those cells finished in January of this year. Unfortunately, with the historic rain event we had in April, those cells flooded. We are currently working through that issue. Some things have changed since this report. When we sent this report, it was the beginning of May, and the rainfall event happened toward the end of April. Since then, more information that has come fourth. We won't be seeking CIP funds for the repair of this. Instead, we will be seeking emergency funds for the repair of the cells. So, although the report says we're seeking CIP funds, we are actually going to request emergency funds for that.

Watrous discussed the Stormwater Master Plan. Watrous said we met toward the end of April—April 25—which was right before the rainfall occurred. We had a workshop about the Stormwater Master Plan. On the map here, you can see the different dots; those are pointed to the trouble areas being focused on in this master plan update. We met during that workshop to figure out the best way forward with these areas. We're due to have that plan presented at another big meeting in September, where everything will be fully fleshed out and, hopefully, wrapped up. So, hopefully, next year we'll have that master plan updated.

Tanner noted that people are throwing their couches and debris into the different creeks and canals that we have, and it stops them up. He asked what type of system is in place to monitor this.

Watrous said we have a stormwater hotline that anybody can call if they notice any kind of pollution. That number should be posted at any street crossing—or any major street crossing—over creeks or watershed areas. So places like Wolf Creek and Numu Creek all have those signs along them, at least on major roads. If any citizen notices illegal dumping or any kind of pollutants being deposited into the water, they are free to call. It's a 24/7 number—someone will pick up that number, no matter what time of day that they see it happening, and we can go ahead and address it from there. That's the active part of how we take care of it. The passive part is that our drainage maintenance crews go out about once every two months and check every section of drainage creeks in the area. They

usually mow, take care of the grass, and remove any debris they find. We also have our stormwater management - Cam. He really started in the November timeframe with "Stream Clean Sunday," which happens on the last Sunday of every month. He picks out a portion of a stream somewhere in the City of Lawton, and a bunch of volunteers come out to clean that area. We've removed several hundreds of tons of trash from the streams because of that. Watrous noted that we still offer bulk waste pickup once a month. That is still curbside — just put out your bulk waste four cubic yards, and we'll pick that up from the city side, free of charge.

Watrous discussed street maintenance. Street maintenance—again, that was not funded this year, so we do not have any ongoing project or any ongoing work with street maintenance with the CIP as far as this year is concerned. For next year's requested funds, we're waiting for the budget to be finalized, and once we have that finalized budget, we'll be able to tell how much is allotted for next year for street maintenance.

Chairman Cross asked what is considered street maintenance.

Mayor Booker clarified that June 30th is the end of this year. July 1, the new budget starts, and it was voted on Tuesday, and in that is 105 mill and overlay projects that are considered maintenance if they're capital maintenance. They're too big to be a maintenance project, but they're not replacing a road. So they're considered maintenance with their capital maintenance. So when he says there's no maintenance, that's not exactly communicated correctly. There are 105 road projects, and that's mill and overlays — that doesn't include the major rebuilds in the 2025-2026 budget.

Watrous said I apologize for misspeaking on that. So the maintenance on this is the Capital Improvement Fund maintenance, which is typically going to be a million dollars a year—that is what was voted on. And that's going to be taking care of your sealing of your roads, your crack sealing, restriping your roads, crosswalks, things along those lines — that kind of maintenance is what this CIP is for.

Chairman Cross inquired about flushing of fire hydrants. He asked if this is the same.

Watrous said that does not come out of street maintenance — that would be under both the fire department and water department.

Whisenhunt said the fire department flushes them, and water distribution maintains them. That's unbilled water loss, and it's approximately 40,000 gallons every time you flush the fire hydrant.

Chairman Cross asked if it goes back to the system.

Watrous said no — once it's out of that, it goes into the stormwater system—through the lakes, creeks, and everything else—and exits the city that way. So, theoretically, it goes down East Cache Creek into Waurika Lake. Theoretically, some of it would get pumped back if the Waurika pumps get turned back on, but that would be the reuse portion of it, and

it would be minimal, if anything.

4. Receive a report from the Engineering Department regarding the status of CIP Projects.

Mike Jones, City Engineer, gave a report regarding the status of CIP projects for the Engineering Department.

Jones said we'll talk about five of Engineering's key projects at the moment. Some of these are Parks and Recreation projects that we're managing. Larry's already touched on a few of those highlights. We'll start out, again, with the Aquatic Center at Elmer Thomas Park. It's a Ward 2 project. The report goes into a little description there—more depth into some of the features that you may not be familiar with on the project. We are still currently on track to be completed by July 18th. As you're aware, we've had some historic rain events, and there have also been some PSO issues to overcome there in the park. The crews have been battling back, getting the work done, working hard, and fighting through some things. We're on track for July 18th currently. One question that has come up—and this applies to every city building, facility, event, or what have you—is the issue of ADA accessibility, which also applies in the case of the Aquatic Center and the attractions there too. In the case of the pools, they're fitted with wheelchair lifts, like you see at hotels, that sort of thing. Really, the only thing that accessibility doesn't apply to is the waterslides in this case — there's just absolutely no way to do that in some of these cases. It's moving along well. We'll keep these photos updated on the portal for all the projects as they move along.

Jones said the next project is West Gore Boulevard. You may have noticed that project was completed just in the last couple of weeks. It was a pretty extensive widening project—now five lanes with bike lanes and sidewalks on both sides. It's been very well received. We do have some pedestrian traffic out there walking both directions, east and west, to various attractions and buildings in the area.

Beemer asked if there is anything that can be done about the manholes in the westbound lanes on Gore Boulevard between 67th Street and 82nd Street. He said this is pretty rough.

Jones said we worked through some of those issues and got them the best that we could with the contractor out there. If the areas around those manholes continue to be problematic, then we'll probably work those out with our Streets Department.

Beemer said there's one place they might want to look at coming out of Crystal Hills. To the west is fine, but when you come to that intersection, there's a block wall, or concrete wall, that jets out a little bit. With the way they moved that stop sign and so fourth, you can't see. You literally have to lean forward in your car to look to the east to see that you're not going to hit somebody coming down the sidewalk.

Jones said we'll double-check that. This was an ODOT cooperative project, so I would think that's been checked and verified.

Regarding the Amphitheater and Boardwalk Project – Jones said Larry talked about that

one a little bit. There's about 2.2 million on the project. This is probably the most high-profile project that we're currently working on. It's under design, and the design is going well. The picture you see there is a simulated picture from the Amphitheater. It's going to be a really amazing project when it's finished.

Jones said the next project will be the Animal Welfare Building. If you've been tracking that one, then you're aware that this has changed locations, and we're now focused on reusing and repurposing an existing city building—which was the old Fire Department Training Building at 17th and Lee. Somebody had a really good idea to repurpose that building, and it's worked out really well. It's going to be much better in terms of visibility and access for the public. It's currently under design, and I think we're nearing completion on that design. We're down to working on some of the smaller issues now.

Jones discussed the McMahon Auditorium. Jones said this project is currently under construction with local contractor, CDBL. Again, it's a project that's going to significantly improve and highlight an older existing building around town. It brings it into compliance with modern ADA renovations and fitments. New heat and air systems are being installed that are going to be much more comfortable for the public. We're currently about 20% completed in construction.

Jones noted that all this information will be available on the portal. You'll be able to search it by project, location, wards, or anything else that's available.

## **Business Items**

1. Consider approving the minutes of the January 20, 2025, meeting.

A copy of the minutes from the January 20, 2025, meeting may be obtained from the City Clerk's Office upon request.

**Motion** by Tanner, **Second** by Beemer, to approve the minutes of the January 20, 2025, meeting as presented. **AYE:** Tanner, Hatch, Cross, Ashton, Watson, Beemer, Rabon. **NAY:** None. **MOTION PASSED.**

2. Receive an update regarding the status of the CIP Portal and provide staff with feedback regarding the portal.

Judy Franco, IT Services, demonstrated the CIP Public Portal, which can be found on the city's website at: <https://colgis.maps.arcgis.com/apps/dashboards/9fb579981b9641a1ae35b21ddfa5b1ec>.

Franco said each of the different departments have entered what they have as far as project milestones and updated photos. So you can, as a citizen, go to the portal, search it by a number, and you can even actually search it by a name, and it will bring up the project that references it.

Franco said at our last meeting, we discussed changes to the portal, and that's why I

worked with Garver to actually go for a different way of presenting it to the public. Franco presented a slideshow depicting sample images of the changes. Franco said option one is a little bit cleaner look—this is what you'd see if you were to go directly into the portal. If you search in the project list on this option, it gives you a lot more information. If you wanted to see the statuses, those are still there, but we changed it to where it's showing project milestones. So as things come in—like your groundbreaking, or when a project moves from budgeted to construction, or anything like that—it lists all the milestones, with the help of each department entering that information into the system. So we're working toward that. You still have the same information, like the funding source and your charts. One of the things that the current portal doesn't do is when you zoom to ward, you zoom into the ward, but you wanted to see where the project list tailors down to all those projects that are within that ward — so that's what we're working towards too. That will be in our next version of it. So that's what we're working on in the back end. But I wanted to present what it would look like so I can get a little bit of feedback if that's what you're going for as far as information.

Mayor Booker said I think what I understood you to say is you don't have it to the point yet where someone could click on their ward and then see all the projects that are going on in the ward, and then click on a project and get updated on that project. What you're telling us, I think, is that you'll have that at the next meeting.

Franco said yes — that's what I'm working for.

Hatch said

I want to make sure I understand what the money is telling me in these snapshots. At some point, maybe when you finish the presentation, we can go to this PR 2102 project, and we can go through those numbers, and you can explain to me what these things represent.

Franco discussed the second formatting option. Franco said you'll have your list of projects. This is what it would look like if you filtered it down. Here's the project, general project information. Your funding source is down here, and then over here is your project milestones. Then it actually zooms into the map, and you'll have your photos. So it gives you a little bit more real estate to where you can actually go through the photos and scroll through. I'm wanting to make it more user-friendly.

Odom asked who's going to be using this.

Franco said anybody in the public — this will be forward-facing.

Chairman Cross asked if it will be accessible with cell phones.

Franco said yes. When you access it through your cell phone, behind the scenes it'll recognize it and go to a mobile app. So it's a more confined space, but it's easy to read.

Hatch said I sure don't care for the project budget graphing. Number one, I'm colorblind. Trying to figure all that out is almost impossible for me — and I'm not the only one that's color-blind. For me, it's here's how much we budgeted, here's how much we're budgeting in

each of these years and here's how much we spent, and it takes 25% of the page to tell me that. Then it's still difficult, really, to get there from here.

Mayor Booker asked for clarification from Hatch in regard to what he'd want to see.

Hatch said as it relates to a project, what I think is relevant is — how much the project is going to cost; how much we have budgeted for it—using CIP money, or general fund, wherever that money is coming from, and if you want to throw grant money in there, I think that's also helpful; how much we've spent to date; and how much we have left to spend. That's what I would want to know from a finance standpoint in terms of where we are on these projects.

Odom said at the last meeting, we talked about putting a billboard on the east side and the west side that would alert the public that there is this website, and this is what the city's doing with your money. Did we make any progress on that?

Mayor Booker said I don't think we did, and Caitlin is not here, but it seems like what we talked about was having stickers made for every project site to say something about Propel 2040, to promote that this was being paid for by your Propel dollars.

Odom said I think it was just so people that were just driving by could see a sign and say this is where your dollars are going, and if you want to know more, this is the site you can get the information. She asked how the general public is even going to know that it's available.

Mayor Booker said like everything, communication with the general public is very difficult, even through the media — it's so fractured today. If they don't go to our website, they don't know anything about it, but everything is at our website — this is at our website.

Odom said I don't know if I'm the only one, but I'll look at the billboards, and that would target our target area. That would show — and if there was just one on the east side on a major thoroughfare, and one on the west side, maybe rotating from Cache, to Gore, to Lee — just so people like me, who've never looked at this, would say, "Gosh, we're having a water park? Wow, I didn't know anything about that."

Beemer said I can tell you that those ones at Sheridan and Cache, I couldn't tell you what's on them right now — I pass that intersection a dozen times a week, and I couldn't tell you what's on the billboards, because I don't care. But if you put it on a City of Lawton truck that's going by and it's got a banner, or a wrap on the side of a truck, and it's mobilized around the city, I'd see that. If it's on our buses — the LATS buses — you'd have a mobile billboard constantly going around.

Ashton said another way you can advertise, I think that's currently existing, is you put a sign up — like the water project north of Cache Road. There's a sign there. The problem with the sign is, it's parallel to the road. The only person that can read it is the person that's passing it — and they're not looking straight ahead, they'd be looking that way. If you put it

diagonally on the corner, people could read it, instead of parallel to the roadway.

Mayor Booker said at the end of the day, what I'm hearing is better communication about projects and about overall CIP investment in the city, maybe with projects highlighted.

Ashton said you could have a logo or something on the sign that's typically put up on project sites that says this is part of this whole project funding.

Beemer said I think it's one of those things where you're sometimes not seeing the forest through the trees either, because if you're spending hundreds of man hours to produce this information to people that only 2% of our population even reads. He asked if we have traffic on who's even looking at this.

Franco said I can run the analytics on it.

Odom said it seems like a lot of trouble for something that I don't think a lot of people will look at.

Hatch said isn't the purpose to say this information is available to everybody? If you choose to look at it, that's fine.

Mayor Booker said that information has always been available. It hasn't been readily available, and today, people expect things, and I don't blame them. As a tax payer, you want things where you can get to them from home on your computer. I sat through a program today — you can file deeds online today. The world's changing, and if we're not changing with it, we're not communicating. Communication is difficult today, but we'll visit about this internally and kind of see what we can come up with.

Tanner said so what we're wanting is some type of public service announcement, saying, "Hey, this is where the information is if you want it." That could include billboards or KCCU, which runs free announcements. There are different demographics that you have to reach, so I think any type of billboards, radio, or newspapers, just to let people know: if you want the information, it's there. I'm glad that it is there, even though, like you said, there's probably only a minority of people use it, but at least it's there.

Franco said those were the two options—I just kind of wanted your feedback, and I appreciate the feedback. So I'll go back in, and by our next quarterly meeting, we should have it set up to where you can search by the ward, and it lists the projects.

Franco displayed project PR2102, per request of Hatch.

Hatch said I'm looking at the project budget status. If I'm looking at that, that is telling me that that project is going to cost \$8 million. He said is that not what that's going to cost?

Franco said I believe that's how Council approved it, saying it was \$8 million to start it off, and then once you go through there, they've only spent \$175,000 - that's how much they've

spent, and it also shows how much they have remaining.

Hatch said I understand that, but that project is going to cost much more than \$8 million as I understand it. Do I understand that correctly?

Franco said yes, and if there's a budget amendment, then that budget will change. So you will see it grow.

Hatch said I think the confusion is that when you say "project cost," what I would expect that to be is what the project is actually going to cost—not what you guys have budgeted for the project. I understand that if it's a multi-year budget, you're going to buy part of it this year and part of it next year, and you're potentially going to get grant money, and we might get money from other places. But if I'm just looking at this website here and looking at this project, it would look to me like that's an \$8 million project.

Mayor Booker said there's a reason for that — that's all that's been approved through the Council. The citizens have voted for a parks and recreation budget that goes out indefinite that's millions of dollars, but until the Council votes on it, that's not approved — it's just an idea.

Hatch said I get the point.

Rebecca Johnson, Finance Director, said the fatal flaw of this website is that it is based on the numbers we have in our financials, and our financials are bound to only what the council approves. So, in order for a number to show up that you're looking for, our financial system would have to account for it—and it does not.

Hatch said I think it may be as easy as putting a footnote on the project saying that one round of this only includes what Council has budgeted - the project may be higher than that.

Tanner asked if it would be allowable to list the overall projected cost.

Hatch said I think that would be helpful, unless there's some reason why legally, you could not.

Burk said I don't think we'd want to put a projected cost out until it was authorized by the Council.

Burk said I wanted to offer some information. We just launched a new app called "Go Lawton." We could combine with our new app and start pushing information out through the app as well.

### 3. Consider accepting the Financial Statements Report for the CIP fund.

Rebecca Johnson, Finance Director, presented the May 2025 Financial Statements. A copy of the May 2025 Financial Statements may be obtained from the City Clerk's Office upon

request.

Johnson said we've got the balance sheet and the income sheet. Let's look at the income sheet first. I'm looking at the income statement. Major observations would be, if you notice, from 2023 to 2025, our numbers continue to increase. That is directly related to the loans we have taken out to do these projects. They appear as interagency transfers, first going into the general fund and then moving to the appropriate funds. The second observation is that in 2025, water and parks were our two primary sources of increase, as you have noted in all of your reports prior to me. The bottom line that I know you all look at, is our deficit is due to timing. With the draw-downs on the loans and the way the paperwork flows, that's just a matter of timing. These accounts are in good standing, and I have no concerns. Johnson said this balance sheet and income statement came straight out of our accounting system.

Hatch said on the revenue, you're saying the revenue includes borrowed money?

Johnson said correct.

Hatch said and that borrowed money is under the transfer from general fund?

Johnson said it's in the transfer lines.

**Motion** by Hatch, **Second** by Watson, to accept the Financial Statements Report for the CIP fund as presented. **AYE:** Tanner, Hatch, Cross, Ashton, Watson, Odom, Beemer, Rabon. **NAY:** None. **MOTION PASSED.**

### **Adjournment**

There being no further business to discuss, the meeting adjourned at 2:54 PM.



**City of Lawton**  
**CIP Advisory Committee**

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

**Minutes**

**Monday, July 28, 2025**

**1:30 PM**

**Lawton City Hall  
3rd Floor Conference Room**

**Meeting Called to Order and Roll Call**

"Official action can be taken only on items which appear on the agenda. The Committee may adopt, approve, ratify, deny, defer, recommend, or continue any agenda item. The Committee may also propose and enact floor amendments to any matter presented before them. When more information is needed to act on an item, the Committee may refer the matter to City Staff. Under certain circumstances, items are deferred to a specific later date or stricken from the agenda entirely."

Chairman Cross called the meeting to order at 1:30 P.M. in the 3rd floor conference room of City Hall.

**ROLL CALL:**

**MEMBERS PRESENT:** Dwight Tanner, Mark Ashton, Jesse Cross, Chris Rabon, Judy Odom, Scott Hatch

**MEMBERS ABSENT:** Jason Wells, Terry Stamper, Evan Watson, John Beemer

**ALSO PRESENT:** Dewayne Burk, Deputy City Manager; Judy Franco, IT Director; Kristin Huntley, Financial Services; Larry Parks, Director of Community Enrichment and Parks and Recreation; Michael Watrous, Public Works Director; Cliff Haggemiller, Public Works Deputy Director; Tammy Branstetter, Sr Deputy City Clerk; Mike Jones, Engineering Director; Sneha Dongre, Engineering; Rusty Whisenhunt, Public Utilities Director; Matina Davis, Citizen of the Community

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

Chairman Cross confirmed with Branstetter that the meeting notice and agenda were posted by the City Clerk's Office as required by State Law.

**Business Items**

1. Receive a report from the City Manager's Office regarding the purpose and scope of the CIP Advisory Committee.

Dewayne Burk, Deputy City Manager, said the Mayor had asked that I go back over and cover the purpose of the committee and talk a little bit about the process and what

we do here in this particular committee. Based on the policy, you are supposed to monitor the progress and accomplishments for each project in accordance with the approved city's capital improvements program. Basically, this is based on the priorities established by the council. Part of this is to provide a transparent process that allows citizens to observe how our capital improvement program dollars are allocated and spent.

Burk said one of the things we've noticed over the last several meetings is that we have an agenda, and in order to maintain compliance with the open records and open meetings act, we really have to stick to the agenda. Often times, it seems like some conversations may steer a little bit away. Also, in fairness to staff, as they prepare for the meeting, they're preparing for the agenda as it's written. Not to say that if you've got questions, or you want to ask questions about something that's not on the agenda, that we can't get that put on the agenda for the next meeting. But we really need to stick to the agenda. So, we just want to ask the chair to make sure that we stick to the agenda and then the questions are basically with respect to what's on the agenda specifically. Then, if you have something that's outside of that, we can get with the Clerk's Office, and we can put that on the next agenda for the next meeting and get you briefed on that as well.

2. Receive a report from the Engineering Department on the top five CIP projects.

Mike Jones, Director of the Engineering Department, gave a report on the top five CIP projects for the Engineering Department.

Jones said we'll start with the one that everybody's watching at the moment — the Aquatics Center, the water park in Elmer Thomas Park, is currently scheduled for opening on or around the 11th of next month. So we're only a couple to three weeks away from that. If you know anybody, by the way, that is looking for work as a lifeguard, they're looking for people actively. Jones said this project consists of a bathhouse, shower facilities, shower changing facilities, concession area—all of those parts of the building are getting very close to opening. Lap lanes, the lazy river, and the main pool—those are all filled with water and operating in a great way right now. Diving boards, I believe, are getting installed today. The tube slides, all of that is working. The adult lounge pool is really kind of a neat area just off the lazy river. It's really shaded and kind of like a wave/hot tub. It's really a neat place. So this place has something for everybody, it truly does, and it's getting close to being open.

Jones said the McMahon Auditorium renovations project is also moving along. We've had some hurdles to overcome with asbestos renewal and some drainage issues, but it is moving along. That project is going to be a tremendous improvement for McMahon by the time it's done. The mezzanine area will be fully ADA accessible with a couple of elevators. People will be able to get up to those areas that couldn't get up there before. New up-to-date HVAC facilities and the restrooms are going to be widely improved and also fully ADA accessible.

Jones discussed the US 62 interchange at Goodyear Boulevard project. Jones said this is going to be to accommodate an extension of Goodyear Boulevard all the way up to US 62. Goodyear's planning a major expansion out there. This project will accommodate that expansion in time. That project is currently in the early stages—design, property acquisition, and going through the necessary permits with ODOT and the state as far as wetlands, mitigation, those kinds of issues. Those are all presently getting addressed. This project is also in design stages. Another huge improvement to this area - really kind of a keystone project for the city.

Jones said you may have already heard, but there are major additions to Elmer Thomas Park, with an amphitheater and boardwalk. Plans are to dredge up Lake Helen, deepen it, clean it up, and add a boardwalk along the south shore of Lake Helen. The facility there is going to be able to rent paddle boats, canoes and that sort of thing. It will also serve as an event site.

Jones said you're probably all aware of the Cache Road Bridge in the area of the Olive Garden—most of the lanes have been closed for some time now. All that remains on this project is the striping of the lanes, the top of the bridge, and some cleanup of the rocks and materials on the underside of the bridge. Striping is currently scheduled for Wednesday, and those lanes should be reopened to traffic by the end of that day.

Jones said all these projects are currently on the CIP portal for more information.

Tanner asked how long the public will have access to the pool at the Aquatics Center once it opens.

Jones said it would be until Memorial Day, but it's being considered to leave it open past that, just to account for the late opening. But again, the last thing I heard was they're in dire need of lifeguards. Anyone age 15 and up could apply for that.

Larry Parks, Director of Community Enrichment and Parks and Recreation, said we're looking to go late into the summer, like the third week of September, and we are in search of lifeguards. In fact, we've got a training session going on right now. And we'll have another one next week, also, for lifeguards. So, the manning is there.

3. Receive a report from the Public Utilities Department on the top five CIP projects.

Rusty Whisenhunt, Director of Public Utilities, gave a report on the top five CIP projects for the Public Utilities Department.

Whisenhunt said these are the same top five. There's a list here on the desk of all the projects we have active, so by all means, you can have a copy of that. There are 54 total projects. The first project on the list is the Wastewater Treatment Plant Phase One Improvement Project. As you see in the photograph, that's some of the new facilities at the plant. It's up and operational. The plant is substantially complete. This project is an \$85 million project. Probably around 90 days to closeout time—closing out the project.

The project is operational. The plant is compliant, and of course, we have a Phase Two design almost complete for the wastewater treatment plant. This supports all wards within the city.

Whisenhunt discussed the Ellsworth Spillway Rehabilitation project. Whisenhunt said again, this one supports all wards within the city. The spillway was damaged in 2015. The project has been awarded, of which the total project cost is \$46 million, of which we have right at \$12 million in grant funds to support that project. So, the actual cost to the citizens for Ellsworth by itself is around \$37 million.

Whisenhunt said the third project is a Map 9 waterline replacement project that supports Ward 9. This project is located between Cache Road and Rogers Lane, 38th to 52nd. This was the area that had the largest main breaks within the City of Lawton, and the lines that are in blue there are the ones that have been replaced. This project is nearing completion, and one of the things with all the waterline projects we have, we've reduced the main breaks from 835 down to 384 main breaks in the past year. So, a dramatic reduction in the main break.

Chairman Cross inquired about the type of materials being used.

Whisenhunt said this is C900 PVC, and the old pipe was ductile iron that was just laying in the dirt. This is actually bedded with rock, and the plastic pipe has a 100-year life on the pipe, unless someone damages it.

Whisenhunt discussed the 2024 CIPP Liner Project, or the High Maintenance Sewer Design Project. Whisenhunt said these are large diameter mains that are large enough, but the concrete pipe is deteriorated. This project is working within wards 1, 2, and 6. This project is just now getting started into construction. We've completed one other liner project, but this one is just now getting into construction, and it's looking to be about from when it was awarded a 12-month project, a little over a \$3.4 million project.

Odom asked how you do that.

Whisenhunt said this is an interesting project. It's good if you don't have a lot of services, and it's a larger diameter pipe. What it is: it's a felt sock that they impregnate with a resin. They soak it through and chill it, keep it cold, fold it up, and pull it through the main. They clean the main, pull it through the main, and invert it so that the resin is facing out. Then they fill it with hot water, inflate it against the existing pipe, and cure it for 24 hours under steam water. As it cures, it forms a solid plastic-walled pipe. This product has been being used in Lawton since about 1991. It works really good if you don't have a lot of services, because you do have to dig this up at each service and reconnect the home services.

Odom asked how many feet can be done at one time.

Whisenhunt said they can usually do up to 1,000 feet, but it takes about three days of

construction.

Hatch asked how long does it extend the life.

Whisenhunt said this has the same life of brand-new PVC pipe. This pipe, this material, on a 24-inch line, costs about \$300 a foot, where a pipe bursting with HDPE is probably somewhere in the neighborhood of \$150. So it's about twice as expensive. But you don't have to tear the fences down, you don't have to do the amount of restoration, and you can go under arterial roads without interrupting traffic. So it has its place of use. You don't want to use it everywhere, but it has a specific use—and that's where we're using it. It's where it really makes sense to use it.

Whisenhunt said the fifth project is the Southeast Water Treatment Plant Dewatering Facility. This project is part of the Alternate Water Supply Project. We have \$7.1 million in grants for this project—two grants from the federal government, thanks to Congressman Cole, and then a \$2 million ARPA grant to help support this project. This project has two parts, two functions to it: it removes the residual solids from the water treatment plant that were being sent to the wastewater treatment plant, and it also will accommodate the Alternate Water Supply solids removal system when that plant expansion occurs. This project's total cost is about \$14 million. This project supports all the wards, and of course, you have that handout there listing all the projects—and it also shows what wards.

Hatch asked what the highlighted cell blocks indicate.

Whisenhunt said those have not bid—they're in the process of bidding. Those are estimated costs. All the rest of them that don't have the yellow are active projects. So, there are 54 active projects totaling \$334 million.

4. Receive a report from the Public Works Department on the top five CIP projects.

Michael Watrous, Director of Public Works, gave a report on the top five CIP projects for the Public Works Department.

Watrous said the first one is our landfill expansion. That one is mostly complete. The actual expansion itself of the cells is complete. We have emergency repairs that are going on - that is not funded through the CIP, however. Work remaining — we are looking at purchasing some additional land that was in the CIP language to do. So we're just kind of waiting for that. We will purchase that land so that we have additional landfill space in the future.

Watrous said next up is our stormwater master plan. Our next meeting for that one is going to be in September. We're going to be discussing mitigation costs for our top 25 stormwater projects that are going to be identified in the stormwater master plan. The current costs we have were from a few years back, so more or less just updating those costs, looking at some greener alternatives with some options, and other alternative

options in other areas. They're going to come back with the full price for that, so we know exactly how much it would cost to implement this stormwater master plan.

Watrous said next up is road maintenance. Fiscal Year 2024 is when this was funded. It was not funded last year or this year.

Watrous discussed traffic signal upgrades. Watrous said that was also called for in the CIP, but it was not funded this year, so that's not started.

Watrous said the last one is going to be the same for storm sirens—it was not funded for this year.

5. Receive a report from the Community Enrichment Department on the top five CIP projects.

Larry Parks Director of Community Enrichment, gave a report on the top five CIP projects for the Community Enrichment Department.

Parks said two of these projects have already been briefed, and I will do some encapsulation on them. First up is the Youth Sports Complex. As you can see, the conceptual drawings out of the last meeting we had were approved, and it is in the design phase. This is well over a \$50 million project. The Boardwalk and Amphitheater—Mike did read this earlier — you can kind of see the timeline.

Parks said the Aquatics Center was also discussed prior. I will say that we're about 95–96% complete, and we're looking forward to an inspection later this week.

Parks discussed park improvements. Parks said you can see 13 completed out of this \$2.1 million project that's going on right now. Down at the bottom, you'll see that Greer Park (Kid Zone), Lee West, Mocine, Gooch Acres, and 35th Division Park are left. We're currently at 85% with Kids Zone right now. That's a pretty pricey park when you start looking at 36 different features, the capacity of 200–350 personnel on there at one time, pour-in-place surfacing, and a splash pad right on the end of it. We're also going to upgrade the trails. We're going to do some minor improvements on the trails and the bathrooms in that park.

Odom asked where this park is located.

Parks said it's on 38th Street.

Parks discussed lake improvements. Parks said we're currently in the bid phase for some dry stalls. We had to completely scrap the initial bidding and go back, which we looked at probably \$350,000 - \$400,000 for dry stalls. We did improve some roads, and we're doing some improvements at Robinson's Landing.

Parks said the last slide goes over expenditures, as you can see, going through the projects themselves.

Hatch said I love that, and I wish we had it on all projects. He said he'd like just a real clear snapshot of where we're at on all those projects.

Odom asked if there is going to be a skate park for kids.

Parks said we did do some research on that about six months ago. I went up and looked at Edmond's skate park — the Deputy City Manager took me out there to take a look at it. Right now, that's kind of been put off. But, there are plans for it.

Ashton asked if there will be a fee for use of anything in the sports complex.

Parks said I'm not aware of that right now. I did upload some of those graphics into the CIP portal, so that you can see it, but I don't have that information. I'll get that for you.

Tanner inquired about the fees for the aquatics center.

Parks said there are fees associated with it, and they are posted to the website.

Chairman Cross inquired about what forms of payment will be accepted.

Parks said right now, it's cash. We did receive the credit card machines. They're laying cable right now, and we're waiting to get all of that installed.

## 6. Consider accepting the Financial Statements Report for the CIP fund.

Kristin Huntley, Financial Services, presented the Financial Statements Report for the CIP fund.

Huntley said we'll start this balance sheet. You can see for our assets, that includes things like cash, investments, any receivables. Our assets total \$22 million. Our liabilities—these are things that we owe, accounts payable, retainage payable, things like that — that is \$9.3 million. And then our fund balance, and this is as of June 30 of this year, was \$12.8 million.

Huntley reviewed the income statement. Huntley said our revenue for fiscal year 25 was \$110 million. Of our sales tax, we collected just over \$30 million. We did have a federal grant for HHPD — that was \$49,000. We did receive a state grant for Goodyear Boulevard from Lee to Cache Road — that was \$3.3 million. The miscellaneous revenue, that was repayment from LEDA and some of the YFAC groups — that was \$288,000. We did get some earned interest from what's left of our investments, and then what's in the bank — that was \$253,000 for the year. Transfer from the general fund, that's our use tax, and that started in October. That's \$2.7 million. And then transfers from LIDA and the LWA, which stands for Lawton Water Authority—those are loans. The projects are paid for in the CIP, and then when we draw down on the loan, that reimburses the CIP. So for LIDA, it's \$29.5 million, and then Lawton Water Authority was \$43.8 million.

Huntley said our expenses were just over \$100 million for the year. I won't touch on all of them, but I'll go over some of the bigger ones. About five lines down, M&O expense to other funds—this is mostly loan payments, but there are some transfers from the public safety sales tax and the emergency reserve fund — that was just under \$17.5 million. Sewer construction projects total \$11.9 million. Water construction projects total \$22.9 million. And then park improvements were \$14.3 million. So overall, our net income for the year for the CIP fund was just over \$10 million.

Hatch said it'd be nice to have a total column there that adds up all those.

Huntley said sure — I can add that next time.

Ashton asked if we are on track with income from CIP estimates versus expenses.

Huntley said yes, it's tracking pretty closely.

**Motion** by Hatch, **Second** by Ashton, to accept the Financial Statements Report for the CIP fund as presented. **AYE:** Tanner, Hatch, Cross, Odom, Ashton, Rabon. **NAY:** None. **MOTION PASSED.**

Ashton thanked staff for providing a ward map and an easily understood packet.

Hatch thanked staff for using colors that he can see.

Franco said you'll see this on the website, too.

Odom said I thought it was sort of our responsibility to be communicating within our area and talking to people and listening if anybody had any concerns, and I've heard nothing but compliments. The comment I heard was that the group at City Hall seems to be using a lot of good common sense, and really, I just want to compliment you all on what you're doing, because people are noticing.

## **Adjournment**

**Motion** by Hatch, **Second** by Ashton, to adjourn the July 28, 2025, meeting. **AYE:** Tanner, Hatch, Cross, Odom, Ashton, Rabon. **NAY:** None. **MOTION PASSED.**

There being no further business to discuss, the meeting adjourned at 2:00 PM.

**Item Title:**

Consider accepting the Financial Statement Report for the CIP Fund.

**Initiator:** Kristin Huntley, Interim Director

**Information Source:** Kristin Huntley, Interim Director

**Background:**

**Correlation to the True North Statement:**

**Exhibit:**

Balance Sheet and Income Statement

**Key Issues:**

**Funding Source:**

**Recommended Action:**

Accept the Financial Statement Report for the CIP Fund.

**ATTACHMENTS:**

1. Balance Sheet CIP Fund 09.30.25
2. Income Statement Fund 440 09.30.25

**BALANCE SHEET FOR 2026 3**

| FUND: 440 2019 Capital Improvement      |       |                                | NET CHANGE<br>FOR PERIOD | ACCOUNT<br>BALANCE    |
|---|-------|--------------------------------|--------------------------|-----------------------|
| <b>ASSETS</b>                           |       |                                |                          |                       |
| 440                                     | 10000 | Pooled Cash                    | 15,610,592.75            | 23,795,993.44         |
| 440                                     | 11020 | Money Market Funds             | .00                      | 22,633.72             |
| 440                                     | 11025 | Net Appreciation in Fair Value | .00                      | 41,614.70             |
| 440                                     | 13000 | Accounts Receivable            | -500.00                  | 1,039,780.32          |
| 440                                     | 13050 | Interest Receivable            | .00                      | 11,876.02             |
| 440                                     | 13055 | Taxes Receivable               | .00                      | 2,528,254.84          |
| 440                                     | 16000 | Funds in Transit               | .00                      | -18,926.60            |
| <b>TOTAL ASSETS</b>                     |       |                                | <b>15,610,092.75</b>     | <b>27,421,226.44</b>  |
| <b>LIABILITIES</b>                      |       |                                |                          |                       |
| 440                                     | 22000 | Accounts Payable               | 4,335,240.60             | -8,681,952.13         |
| 440                                     | 22030 | Retainage Payable              | .00                      | -1,212,650.92         |
| 440                                     | 24001 | Due to/from Fed Govt           | .00                      | -195,765.00           |
| <b>TOTAL LIABILITIES</b>                |       |                                | <b>4,335,240.60</b>      | <b>-10,090,368.05</b> |
| <b>FUND BALANCE</b>                     |       |                                |                          |                       |
| 440                                     | 30000 | Fund Balance                   | .00                      | -4,894,502.01         |
| 440                                     | 30005 | Encumbrances                   | 2,388,069.72             | 54,630,857.96         |
| 440                                     | 39000 | Expenditures                   | 2,678,661.39             | 16,648,048.88         |
| 440                                     | 39001 | Revenues                       | -22,623,994.74           | -29,084,405.26        |
| 440                                     | 39100 | Budgetary FB Unreserved        | 8,374.35                 | 2,667,746.89          |
| 440                                     | 39101 | Appropriations                 | -8,374.35                | -2,667,746.89         |
| 440                                     | 39200 | Budgetary FB Reserved 4 Enc    | -2,388,069.72            | -54,630,857.96        |
| <b>TOTAL FUND BALANCE</b>               |       |                                | <b>-19,945,333.35</b>    | <b>-17,330,858.39</b> |
| <b>TOTAL LIABILITIES + FUND BALANCE</b> |       |                                | <b>-15,610,092.75</b>    | <b>-27,421,226.44</b> |

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

# Income Statement



Period: 1 to 3

|  | 2024                  | 2025                     | 2026                   | Total                  |
|--|-----------------------|--------------------------|------------------------|------------------------|
| <b>Revenue</b>                         | <b>\$8,087,892.35</b> | <b>\$20,144,210.26</b>   | <b>\$29,084,405.26</b> | <b>\$57,316,507.87</b> |
| 4400000 - 2019 Capital Improvement     | \$8,087,892.35        | \$20,144,210.26          | \$29,084,405.26        | \$57,316,507.87        |
| 40071 - 2.125% Sales Tax               | \$7,690,875.40        | \$7,668,136.86           | \$0.00                 | \$15,359,012.26        |
| 47005 - State Grant                    | \$0.00                | \$2,068,472.23           | \$0.00                 | \$2,068,472.23         |
| 48000 - Miscellaneous Revenue          | \$193,994.15          | \$288,291.06             | \$0.00                 | \$482,285.21           |
| 48005 - Earned Interest                | \$166,402.78          | \$53,916.84              | \$117,078.41           | \$337,398.03           |
| 48085 - Insurance Proceeds             | \$36,620.02           | \$0.00                   | \$0.00                 | \$36,620.02            |
| 49100 - TFR to/from General Fund       | \$0.00                | \$0.00                   | \$8,911,120.03         | \$8,911,120.03         |
| 49705 - TFR to/from LWA                | \$0.00                | \$10,065,393.27          | \$20,056,206.82        | \$30,121,600.09        |
| <b>Expense</b>                         | <b>\$7,120,381.89</b> | <b>\$33,667,035.68</b>   | <b>\$16,651,448.88</b> | <b>\$57,438,866.45</b> |
| 4400000 - 2019 Capital Improvement     | \$7,120,381.89        | \$33,667,035.68          | \$16,651,448.88        | \$57,438,866.45        |
| 52000 - Rental, Publ, Printing         | \$4,107.70            | \$0.00                   | \$0.00                 | \$4,107.70             |
| 52025 - Prof & Technical Service       | \$65,047.04           | \$79,216.21              | \$67,365.82            | \$211,629.07           |
| 52090 - Other Expenses                 | \$183,640.20          | \$855,359.45             | \$213,188.47           | \$1,252,188.12         |
| 52100 - M&O Expense to Other Funds     | \$9,108,649.88        | \$6,600,182.83           | \$4,708,823.76         | \$20,417,656.47        |
| 53015 - Machinery and Equipment        | \$418,208.83          | \$0.00                   | \$0.00                 | \$418,208.83           |
| 53020 - Construction, Imprvm, Addition | \$1,960,376.68        | \$904,049.89             | \$1,079,043.79         | \$3,943,470.36         |
| 53025 - Software                       | \$125,060.00          | \$65,160.94              | \$0.00                 | \$190,220.94           |
| 54010 - Construction-Lakes             | \$0.00                | \$65,944.04              | \$73,771.68            | \$139,715.72           |
| 54015 - Construction-Misc              | \$0.00                | \$0.00                   | \$0.00                 | \$0.00                 |
| 54020 - Construction-Sewer             | \$0.00                | \$4,285,638.54           | \$231,566.76           | \$4,517,205.30         |
| 54025 - Construction-Streets           | \$1,663,192.77        | \$2,061,918.34           | \$0.00                 | \$3,725,111.11         |
| 54030 - Construction-Water             | \$988,441.66          | \$5,263,941.49           | \$8,426,350.26         | \$14,678,733.41        |
| 54115 - Landfill Projects              | \$41,232.00           | \$2,094,085.98           | \$5,130.00             | \$2,140,447.98         |
| 54120 - Park Improvements              | \$82,250.00           | \$19,646.30              | \$52,586.27            | \$154,482.57           |
| 54130 - Traffic Lights                 | \$0.00                | \$0.00                   | \$70,211.25            | \$70,211.25            |
| 54135 - Water Distribution & Storage   | \$103,398.13          | \$1,671,010.05           | \$1,250,730.72         | \$3,025,138.90         |
| 54145 - WWTP Program                   | \$451,025.14          | \$602,146.23             | \$17,625.34            | \$1,070,796.71         |
| 54150 - Industrial Development         | (\$8,074,248.14)      | \$9,098,735.39           | \$455,054.76           | \$1,479,542.01         |
| <b>Net Income:</b>                     | <b>\$967,510.46</b>   | <b>(\$13,522,825.42)</b> | <b>\$12,432,956.38</b> | <b>(\$122,358.58)</b>  |

**Item Title:**

Discuss the annual CIP Report, due for submission to the City Council by November 30 each year.

**Initiator:** Tammy Branstetter, Senior Deputy City Clerk

**Information Source:** Dewayne Burk, Deputy City Manager

**Background:**

In accordance with Lawton City Code, the Finance Director or designee must annually submit a report to the City Council on the status, progress, and expenditures of all CIP projects. The report includes auditor comments on fund use and a compliance discussion led by the committee chair. It must be presented by November 30 each year.

**Correlation to the True North Statement:**

Transparency and Trust

**Exhibit:**

City Code pertaining to the CIP Advisory Committee

**Key Issues:**

N/A

**Funding Source:**

CIP

**Recommended Action:**

Discuss the annual CIP Report and provide direction as needed prior to its submission to the City Council by November 30.

**ATTACHMENTS:**

1. Division\_2\_3\_11\_\_\_Capital\_Improvement\_Program\_Advisory\_Committee (2)

### ***Division 2-3-11 Capital Improvement Program Advisory Committee***

#### **2-3-11-370 Created—Duties.**

A citizens capital improvement program advisory committee is created to monitor the progress of engineering, award of contracts, acquisition of right-of-way, construction progress, and all other aspects of accomplishing each project in accordance with the approved city's capital improvements program and the priorities established by the city council. The purpose of the committee is to build public trust through a transparent process that allows citizens to observe how Capital Improvement Program (CIP) dollars are allocated and spent.

(96-19, Added, 04/09/1996)

(Ord. No.23-03, § 1, 1-24-2023)

#### **2-3-11-371 Members—Term of office.**

- A. The committee shall consist of ten (10) members to be appointed as follows: two (2) at-large members nominated by the mayor and one member nominated by each councilmember from their respective wards. Concerning the two (2) at-large members nominated by the mayor, one will be an attorney that is licensed to practice law in the state and the other will be a certified public accountant (CPA).
- B. The term of office of each member shall be for a three-year term provided that the members in the committee continue to serve until the member's term expires or the member resigns. Members appointed to fill a vacant position on the committee, will complete only the remainder of the term that has not been completed at the time of appointment. Replacement members will be appointed by the same appointing authority who appointed their predecessor in office.
- C. The committee shall establish its own rules of procedures and elect its own chairperson. The committee shall follow and comply with the requirements of the Oklahoma Open Meetings Act.
- D. The director of finance or their designee shall submit a report, to the city council annually. The report shall include, as a minimum, the name, status, progress and expenditures of each project as of the time the report was prepared. Additionally, as part of the annual report the city's auditor will review CIP expenditures and provide comments on whether funds appear to be expended in accordance with the purpose of the CIP program. The report will also include a discussion led by the chairperson of the committee on whether projects are compliant with the overall purpose of the program. The finance director or their designee will be responsible for ensuring that this report is placed on the agenda of a regular city council meeting no later than 30 of November each calendar year.
- E. The committee shall be provided professional and administrative staff support as may be deemed appropriate by the city manager.

(96-19, Added, 04/09/1996)

(Ord. No.23-03, § 2, 1-24-2023)

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### **2-3-11-372 Participating alternate members.**

- A. Three (3) "at large" participating alternate members shall be selected from the city clerk's office, the city manager's office, the city council, or the mayor. The mayor will serve in a non-voting capacity but will still count towards a quorum. There will be no nomination or confirmation required for these positions. Any employee from the city clerk's office, any employee from the city manager's office, or any city councilmember can serve as an alternate when needed. If it appears that the committee will not have enough members to achieve a quorum, the chairperson may call on one, two (2), or all three (3) alternate members to achieve a quorum and fill in for the missing members for that meeting.
- B. When called on to fill in for an absent regular member, participating alternate members will have all the same duties and powers as regular members, including participation in discussions and voting. If the mayor is called on to act as an alternate member, he/she will not vote on items, but can participate in discussion, and will count towards establishing a quorum. Alternate members will be subject to all committee by-laws, rules, and governing city Code sections.
- C. Alternate members should be called on by the chairperson to fill in for a missing regular member in order, beginning with the most senior alternate member, without an alternate member serving again until all alternate members have served at a meeting. Once all alternate members have served at a meeting the order will reset. Seniority will be established as follows: A representative from the city clerk's office shall be the most senior member; a representative from the city manager's office shall be the second most senior member; a representative from the city council or the mayor in a non-voting position will be the third most senior member. If multiple alternate members are selected from the same office, seniority will be based on years of service.
- D. Alternate members shall abide by the terms of this section as well as any by-laws or other rules adopted by the committee.
- E. Alternate member shall serve their terms as follows: Alternate members from the city clerk's office and the city manager's office will serve for the term of their employment. City council members will serve concurrent to their council term.

Ord. No. 24-049, § 1, 6-25-2024)

**Item Title:**

Consider approving the 2026 Annual Meeting Notice for the CIP Advisory Committee.

**Initiator:** Tammy Branstetter, Senior Deputy City Clerk

**Information Source:** Tammy Branstetter, Senior Deputy City Clerk

**Background:**

The 2026 annual meeting notice for all boards and committees is due to be submitted to the City Clerk’s Office by December 15, 2025. The proposed notice reflects the CIP Advisory Committee’s regular meeting schedule of the first Monday of each quarter at 1:30 PM.

**Correlation to the True North Statement:**

Transparency and Trust

**Exhibit:**

Proposed 2026 Annual Meeting Notice for the CIP Advisory Committee

**Key Issues:**

N/A

**Funding Source:**

N/A

**Recommended Action:**

Approve the 2026 Annual Meeting Notice for the CIP Advisory Committee.

**ATTACHMENTS:**

- 1. Capital Improvement Program Advisory Committee 2026 AMN

ANNUAL MEETING NOTICE - 2026  
NOTICE OF MEETING

CAPITAL IMPROVEMENT PROGRAM ADVISORY COMMITTEE  
(Name of municipal public body)

TYPE OF MEETING

|                    |     |                                     |
|--------------------|-----|-------------------------------------|
| Regular Meeting*   | (X) | Rescheduled Regular Meeting*** ( )  |
| Special Meeting ** | ( ) | Continued or Reconvened Meeting ( ) |
| Emergency Meeting  | ( ) |                                     |

| DATE             | TIME      | PLACE OF MEETING              |
|------------------|-----------|-------------------------------|
| January 19, 2026 | 1:30 p.m. | City Hall                     |
| April 20, 2026   | 1:30 p.m. | 212 SW 9 <sup>th</sup> Street |
| July 20, 2026    | 1:30 p.m. | Lawton, OK 73501              |
| October 19, 2026 | 1:30 p.m. |                               |

To be completed by person filing notice:

Name: Jesse Cross  
Title: Chairperson  
Address: 212 SW 9<sup>th</sup> Street  
Phone: (580) 581-3305

Filed in the office of the municipal clerk at \_\_\_\_\_ on \_\_\_\_\_.

Signed: \_\_\_\_\_  
Clerk / Deputy Clerk

\* The notice and the agenda of the meeting are to be posted at the principal office of the public body (City Hall) or, if there is not principal office, at the location of the meeting at least 24 hours in advance of the meeting, excluding Saturdays, Sundays and holidays.

\*\* The notice of the special meeting shall be given in writing, in person or by telephone at least 48 hours before the meeting. The notice and the agenda of the special meeting are to be posted at the principal office of the public body (City Hall) or, if there is no principal office, at the location of the meeting at least 24 hours in advance of the meeting, excluding Saturdays, Sundays and holidays.

\*\*\* Notice of any change in the date, time or place of a rescheduled, regular meeting shall be given not less than 10 days prior to the implementation of such change.