



City of Lawton

City Council

Agenda

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

Tuesday, February 14, 2023

2:00 PM

**Lawton City Hall
Council Chambers/Auditorium**

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

MEETING CALLED TO ORDER WITH INVOCATION AND PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENTATION:

Receive a presentation from the Comanche County Homeless Task Force and The Continuum of Care Director, Bernita Taylor, on the Homeless Point in Time Count

REPORTS: MAYOR/CITY COUNCIL

AUDIENCE PARTICIPATION: Anyone having an item of business to present to the City Council that does not appear on the agenda please come forward at this time.

CONSENT AGENDA:

The following items are considered to be routine by the City Council and will be enacted with one motion. Should discussion be desired on an item, that item will be removed from the Consent Agenda prior to action and considered separately.

1. Consider approval of the minutes of the Lawton City Council regular meetings of January 10 and January 24, 2023. [23-141](#)

Attachments: [10Jan23](#)
[24Jan23](#)

2. Consider the following damage claims recommended for denial: Jackie and Michael Archer in the amount of \$14,131.45 and Sharon Edwards in the amount of \$45.99. [23-70](#)

Attachments: [DC-2022-046, Memorandum, Archer, Michael and Jackie](#)
[DC-2022-051, Edwards, Sharon - Memorandum](#)

3. Consider approving an amendment to Council Policy 4-3, Municipal Securities Disclosure Policy, by changing the supervising office of the Municipal Securities Disclosure Coordinator from Finance to Legal and by amending Appendix C to reflect bonds issued from 2018 to 2022. [23-112](#)

Attachments: [Proposed Amended Policy 4-3](#)

4. Consider approving a “Consent and Approval of Endorsement and Payment of Settlement Check” agreement between the City of Lawton and Rupert & Steiner, PLLC f/k/a Rupert Steiner & Morgan, PLLC; and authorize the execution of the proposed agreement. [23-139](#)

Attachments: [Endorsement consent agreement-revised 1-30-23 \(002\)](#)

5. Consider approving a Resolution amending Resolution 22-97 reducing the anticipated revenues by \$370,147 and establishing a revised annual funding allocation for Hotel/Motel Tax collections received by the City of Lawton. [23-129](#)

Attachments: [Resolution #22- - Revised Hotel Motel Tax Disbursement](#)
[Hotel Motel FYE 23 Distribution - RevisedJdd](#)
[Resoluiont 22- Financial Impact.doc](#)

6. Consider accepting the Adult Online High School Grant of \$20,070.00 from the Oklahoma Department of Libraries for the purpose of facilitating adults to complete their high school diplomas and authorizing the Mayor to sign the contract. [23-95](#)

Attachments: [Contract Lawton Adult Online High School SFY23.pdf](#)

7. Consider approving a Sale of Water Outside City Limits Contract with Philip and Kirsten Greene for property located, approximately 1,200 feet outside of Lawton City Limits, on the north side of NE Cache Road and west of NE 60th Street, addressed as 5764 NE Cache Road, and authorize the Mayor and City Clerk to execute the Contract. [23-134](#)

Attachments: [Greene-Application](#)
[Greene-Location Map](#)
[Greene-Outside Water Contract](#)

8. Consider adopting Resolutions authorizing the installation and/or removal of traffic control measures at: SW Sheridan Road & Lee Boulevard, NW 35th Street & Arlington Avenue, and NW 47th Street & Meadow Brook Drive. [23-130](#)

Attachments: [TC 23-6 Cleghorn Sheridan Lee Turn Lane.pdf](#)
[TC 23-7 Chapman 4 way Stop 35th Arlington.pdf](#)
[TC 23-8 Chapman 3 way Stop 47th Meadow Brook.pdf](#)
[Multiway STOP Warrant Analysis.pdf](#)
[2-14-23 Traffic Resolution Recommended for Approval2.docx](#)
[2-14-23 Traffic Resolution Not Recommended for Approval.docx](#)
[AIC #23-130 - Traffic Control Measures Financial Impact.doc](#)

9. Consider approving the Contribution-In-Aid-Of-Construction (CIAC) Agreements with AEP/PSO and adopting Street Light Resolution No. 503 to authorize installation/removal of street lights at the locations listed in the Resolution. [23-105](#)

Attachments: [CIAC 4009 NE Waters Edge.pdf](#)
[CIAC 1511 NE Blue Sage.pdf](#)
[RESOLUTION NO 503.docx](#)

10. Consider authorizing the Mayor and City Clerk to enter into a Professional Services Agreement with Jacobs Engineering Group, Inc. to provide Project Management Services for Public Utilities Construction Projects. [23-114](#)

Attachments: [Agreement w Jacobs Engineering for Project Management Services v2.pdf](#)
[AIC #23-114 - Project Management Services.doc](#)

11. Consider authorizing the Mayor and City Clerk to enter into a Professional Services Agreement with Earnest W. Hartshorn DBA Clearwater Consulting Group, LLC to provide Third Party Project Quality Assurance/Quality Control (QA/QC) Inspection services for Public Utilities Construction Projects. [23-115](#)

Attachments: [City of Lawton Compliance Projects QA-QC Ernest Hartshorn Inspection Services Agreement.docx](#)
[AIC #23-115 - Project Quality Assurance Quality Control Inspection Services.doc](#)

12. Consider approving plans and specifications for the Project EN2108P1 McMahon Auditorium Addition and Renovation Phase 1, and authorizing staff to advertise for bids. [23-120](#)

Attachments: [230127 Final - Lawton McMahon Auditorium Presentation_rev2.pdf](#)

13. Consider approving Final Amendment and accepting the Larrance Street Drainage Improvements (SW B Ave. to SW D Ave.) Project No. EN1406A as constructed by MTZ Construction, Inc. and placing the Maintenance Bond into effect. [23-23](#)

Attachments: [Final Amendment - Larrance Street - Signed.pdf](#)
[Contractors Release - Signed.pdf](#)
[Avery Const. Sub Waiver for MTZ.pdf](#)
[Larrance Street Drainage - MTZ - Increase Rider #GR52162 - Signed.pdf](#)
[Payment Certificate-Larrance Street Drainage - MTZ Construction.pdf](#)

14. Consider awarding contract (CL23-011) for Cationic Polymer to Polydyne, Inc [23-109](#)

Attachments: [Abstract1.docx.pdf](#)
[CL23-011 Cationic Polymer - Bid Results.pdf](#)
[Cationic Polymer Finance Memo.doc](#)
[Award Memo](#)

15. Consider awarding contract (CL23-010) Sodium Hydroxide bid Items 1a and 1b to Petra Chemical Company, LLC. [23-102](#)

Attachments: [Abstract1.docx.pdf](#)
[CL23-010 Sodium Hydroxide Bid Results.pdf](#)
[Bid Recommendation CL23-010.pdf](#)

16. Consider awarding contract (CL23-009) Liquid Ammonia Sulfate used in the treatment of water at the Water Treatment Plants to Brenntag Southwest, Inc. [23-111](#)

Attachments: [Recommendation of Award 23-009.pdf](#)
[Abstract1.docx.pdf](#)
[Brenntag Southwest - Bid.pdf](#)
[Liquid Ammonium Sulfate Finance Memo.doc](#)

17. Consider awarding contract (CL23-008) Fluorosilicic Acid to Univar Solutions USA Inc. [23-98](#)

Attachments: [Abstract1.docx.pdf](#)
[Univar Solutions - Contract.pdf](#)
[Recommendation.pdf](#)

18. Consider approving appointments to boards and commissions. [23-136](#)

Attachments: [Board Appointments- 02.14.23](#)

UNFINISHED BUSINESS:

19. Consider approving a Memorandum of Understanding between the City of Lawton, the Lawton Police Department and the Office of the District Attorney for the Fifth District of Oklahoma and authorize the Mayor and City Clerk to sign and execute the Memorandum of Understanding. [23-04](#)

Attachments: [Proposed Memorandum of Understanding](#)

20. Consider withdrawing the January 12th, 2021 approval of the concept of Lawton Community Theater maintaining the National Guard Armory as their future home. [23-117](#)

21. Receive a report from the Public Works Department regarding traffic signal operation at the intersections of SE Winners Way & State Highway 7, SW Sheridan Road & 'I' Avenue, and the Gore Boulevard corridor from 2nd Street to Lawrie Tatum Road. [23-144](#)

BUSINESS ITEMS:

22. Consider accepting and conditionally approving the transfer of the city owned Armed Services YMCA property, located at 900 NW Cache Road, to Lawton Public Schools in exchange for Lawton Public Schools dissolving the existing lease agreement for city hall and deeding the school-owned property, located at 212 SW 9th Street, to the City of Lawton. [23-56](#)
- Attachments:** [WarDeed-LPS to COL-City Hall](#)
[WarDeed-COL to LPS - Armed Services YMCA](#)
[YMCA Ltr to City of Lawton dtd 01182023](#)
23. Receive a presentation updating status of “Alternate Water Supply Project” from staff and Consultant Engineer Garver Engineering and providing any direct that Council deems appropriate [23-10](#)
- Attachments:** [Alternate Water Supply](#)
24. Consider receiving an update from Halff Associates on the ongoing projects with the City of Lawton Parks and Recreation Department. [23-83](#)
25. Receive a presentation on benchmarking measures compiled by Hatch, Croke & Associates, P.C. [23-128](#)
26. Receive a presentation from the Arts and Humanities Administrator and the Chairman of the McMahon Auditorium Authority regarding the transfer of the Carnegie Library and the Armory to the McMahon Auditorium Authority and their proposed use of the facilities and take any action the City Council deems appropriate. [23-110](#)
- Attachments:** [WD- Armory - COL to McMahon Foundation](#)
[WD- Carnegie Hall - COL to McMahon Foundation](#)
[MMA Support Letter](#)
27. Receive a presentation and discuss the city’s bulk waste program and litter abatement in general. Additionally discuss whether change is needed to make the City of Lawton a community of choice in Southwest Oklahoma and direct staff as City Council deems appropriate. [23-116](#)
28. Receive an update on the progress of youth sports from Eastern Sports Management. [23-124](#)

29. Consider adopting an ordinance amending Personnel Policies and Procedures Section 17-1-5-151, Division 17-1-5, Article 17-1, Chapter 17, Lawton City Code, 2015 by removing the reference to regular employees; removing the sentence referencing normal working hours for regular employees; adding normal business hours; modifying the period of lunch from one hour to either 30 minutes or 60 minutes per work day; providing for severability and establishing an effective date. [23-86](#)

Attachments: [Oklahoma Cities with Alternate Work Schedules.docx Ordinance](#)

30. Consider approving an ordinance, including any floor amendments related thereto, concerning the Lake and Land Commission; amending Section 2-3-1-301, Division 2-3-1, Article 2-3, Chapter 2, Lawton City Code, 2015; by stating that one commission member residing in the city limits shall be a city council person, one commission member shall reside or own real property (either directly or principally through a business) within a two-mile radius from any point of the shoreline of Lake Lawtonka and one commission member shall reside or own real property (either directly or principally through a business) within a two-mile radius from any point of the shoreline of Lake Ellsworth; providing for severability and establishing an effective date. [23-40](#)

Attachments: [Ordinance](#)

31. Consider approving an Ordinance amending Section 7-27-1-2704, by adding the prohibition for hotels and short term rentals allowing room(s) rental by the hour and creating a minimum rental time, providing for severability and establishing an effective date. [23-113](#)

Attachments: [Ord No. 23-](#)

STAFF REPORT:

Semi Annual Finance and Sales Tax Report - Finance Director [23-145](#)

Attachments: [Dec 2022 Finance Report](#)

EXECUTIVE SESSION ITEMS:

32. Pursuant to Section 307B.3, Title 25, Oklahoma Statutes, consider convening in executive session to discuss an appraisal of the School House Slough area at Lake Lawtonka, relating to the recent expiration of School House Slough Inc.'s lease with the City, and, if necessary, take appropriate action in open session. [23-126](#)
33. Pursuant to Section 307B.3, Title 25, Oklahoma Statutes, consider convening in executive session to discuss an appraisal of the Chandler Creek property at Lake Ellsworth, and, if necessary, take appropriate action in open session. [23-143](#)

34. Pursuant to Section 307B.1, Title 25, Oklahoma Statutes, consider convening in executive session to review the employment of Michael Cleghorn as City Manager, and in open session take other action as necessary. [23-104](#)

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."