



City of Lawton

City Council

Agenda

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

Tuesday, February 28, 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:

Employee Spotlight Award to Shelly Brown, Technical Services division - Lawton Police Department.

Outstanding Citizen - All About Understanding

PROCLAMATION:

Youth Art Month

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 meeting of February 14, 2023. [23-186](#)

Attachments: [14Feb23](#)

2. Consider the following damage claim recommended for approval: George and Debra Flores in the reduced amount of \$9,511.66. [23-172](#)
Attachments: [2023-004 Vehicle Accident Fire Dept App DC-2023-004, Flores, George and Debra-Resolution](#)
3. Consider the following damage claims recommended for denial: Tina Wilhite and Dustin Wolfe in the amount of \$15,808.00, and Robert Hadden in the amount of \$1,500.00. [23-173](#)
Attachments: [2023-001 Sewer Backup No History Den](#)
[2023-002 Debris from Water Main Den](#)
4. Consider adopting a resolution approving the joint petition settlement and making payment in the workers' compensation claim of Scott Preston. [23-166](#)
Attachments: [Preston, Scott, WC-Resolution 2.28.23](#)
5. Consider approving the Limited Services Agreement and budget between the City of Lawton and the Lawton Enhancement Trust Authority. [23-53](#)
Attachments: [LETA Limited Service Agmt 2022-23](#)
[FYE23 LETA Budget](#)
6. Consider accepting the Oklahoma Heritage Preservation grant of \$20,000.00 from the Oklahoma Historical Society for interactive historical signs and authorizing the Mayor to sign the contract. [23-163](#)
Attachments: [AIC 23-163 - OHS \\$20,000 Grant Financial Impact.doc](#)
7. Consider approving an agreement with City of Apache to provide services by the Lawton Animal Welfare Division to receive animals for the purpose of adoption, re-homing, sending to rescue, euthanization, or other means of disposal. [23-84](#)
8. Consider approving a resolution amending Appendix A, Chapter A-19, Article A-19-7, Schedule of Fees and Charges, Lawton City Code, 2015, as amended, by removing sports registration fees since sports are no longer managed or operated by the City of Lawton. [23-170](#)
Attachments: [Res 23-](#)
9. Consider approving a Resolution to increase the petty cash account for License & Permits from \$300 per day to \$400 per day. [23-165](#)
Attachments: [Resolution No. 23-](#)

10. 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](#)

11. Consider acknowledging receipt of a permit number WL00001630084 for the construction of water line distribution from the Oklahoma Department of Environmental Quality to serve the Scissortail Pointe Development, City of Lawton, Comanche County, Oklahoma. [23-161](#)

12. Consider acknowledging receipt of a permit number SL000016230085 for the construction of sanitary sewer collection from the Oklahoma Department of Environmental Quality to serve the Scissortail Pointe Development, City of Lawton, Comanche County, Oklahoma. [23-160](#)

13. Consider approving Change Order No. 3 and accepting the 2017 Ad Valorem Street and Roads Program (Residential), Phase I-D -NW 78th Street and SW Oakcliff Avenue - Project No. EN1707P1D and placing the Maintenance Bond into effect. [23-148](#)

Attachments: [Project D - NW 78th SW Oakcliff - Change Order No. 3.pdf](#)
[NW 78th & Oakcliff - Payment Certificate - Signed.pdf](#)
[NW 78th & Oakcliff - Contractors Release to City - Signed.pdf](#)
[NW 78th & Oakcliff - Subcontractors Waiver and Release - Signed.pdf](#)
[Maintenance Bond - MTZ Contract - Project I-D - 78th and Oakcliff.pdf](#)
[NW 78th & Oakcliff - Bond Decrease - Signed.pdf](#)
[AIC 23-148 - Change Order No 3 - 2017 Ad Valorem Bond.doc](#)

14. Consider accepting Parking Lot (Earthwork, Paving and Walks and Landscape) portion of the Project EN2004A City-Hall Renovation Amendment No. 1 (GMP No.1) as complete and releasing retainage for same as per OS Title 61 § 226.C in the amount \$17, 689.43 and placing the Maintenance Bond into effect. [23-174](#)

Attachments: [EN2004A PA5 Revised with note Recommended.pdf](#)
[Substantial Completion - Lawton City Hall West Parking Lot.pdf](#)
[AIC 23-174 - Project EN2004A City-Hall Renovation Amendment No. 1 \(GMP No.1\) .doc](#)

15. Consider extending CL21-016 Electric Services at the Wastewater Treatment Plant for an additional year to the vendor, Patco Electrical Services of Oklahoma City, OK. [23-147](#)

Attachments: [CL21-016 Electric Services WWTP Extension 2.8.23](#)
[Vendor Extension Letter - Signed](#)
[Price Sheet](#)
[Patco Contract Ext. CL21-016 - Signed City Clerk](#)
[AIC 23-147 - Wastewater Treat Plt Electrical Svc.doc](#)
[CL21-016 Patco Electrical Services Award Letter](#)

16. Consider extending contract CL22-031 Nuisance Abatement to Joe's Backhoe Service, LLC. [23-103](#)

Attachments: [Dept Recommendation Memo](#)
[Vendor Extension Form](#)
[Supplemental Nuisance Abatement Specification](#)
[Vendor Price Sheet](#)
[Joe's Backhoe CL22-031 Nuisance Abatement - signed](#)

17. Consider approving appointments to boards and commissions. [23-171](#)

Attachments: [Board Appointments- 02.28.23](#)

UNFINISHED BUSINESS:

18. Consider repealing resolution No. 22-157 and adopting a new resolution approving the joint petition settlement and making payments in the amount of \$5,500.00 in the workers' compensation claim of LaDonna Henderson. [23-149](#)

Attachments: [Henderson, LaDonna, WC-Resolution 2.28.23](#)

19. Hold a public hearing and adopt a resolution declaring the structures located at 6927 SW Hampshire Circle, 6929 SW Hampshire Circle, 6931 SW Hampshire Circle, 6933 SW Hampshire Circle, to be dilapidated pursuant to Section 6-5-1 Lawton City Code, ordering the owner to abate the nuisance, authorizing summary abatement, and authorizing the City Attorney to commence legal action in District Court to abate the nuisance. [23-80](#)

Attachments: [Exhibit A](#)
[Resolution](#)

BUSINESS ITEMS:

20. Hold a public hearing and adopt a resolution declaring the structures located at 104 SW 20th Street, 407 NW 16th Street aka 1516 NW Dearborn Avenue, 712 SW G Avenue, 1401 NW Lawton Avenue aka 1504 NW 14th Street, 1407 SW 7th Street, 1410 SW Garfield Avenue aka Dr. Charles Whitlow Avenue, 2114 NW Bessie Avenue, 2220 NW 26th Street, 2413 SW J Avenue, 2415 SW J Avenue, 2417 SW J Avenue, 5107 NW Cherry Avenue, to be dilapidated pursuant to Section 6-5-1 Lawton City Code, ordering the owner to abate the nuisance, authorizing summary abatement, and authorizing the City Attorney to commence legal action in District Court to abate the nuisance. [23-107](#)
- Attachments:** [Resolutions](#)
[Exhibit A](#)
[Photos](#)
21. Receive a presentation from the Lawton Youth Sports Authority and Eastern Sports Management for a feasibility study of the indoor sports facility. [23-181](#)
22. 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](#)
23. Consider approving a revised agreement with the University of Oklahoma National Resource Center for Youth Services as requested by the Youth and Family Affairs Committee. [23-169](#)
24. Discuss approving the Youth and Family Affairs Committee Funding Recommendations. [23-167](#)
25. Discuss general security at City Hall and provide direction to City staff as council deems necessary. [23-175](#)
26. 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](#)

27. Consider an Ordinance amending Sections 7-7-1-701, 7-7-1-703 through 7-7-1-705 and 7-7-1-708, Article 7-7-1, Division 7-7, Chapter 7, Business License, Lawton City Code, 2015 by amending the title of family day care home to home day care facility, adding a larger home day care facility type that allows up to 12 children to be taken care of, removing the requirement for child care facilities to be 300 feet from mixed beverage establishments, adding additional documents that are required with the application, deleting the nonconforming use language for family day care home facilities from the 1980s to 1990s, providing for severability, establishing an effective date and allowing for floor amendments. [23-122](#)

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

28. Consider an ordinance pertaining to administration by (1) amending the title of Division 2-3-16 in Article 2-3, Chapter 2, Lawton City Code, 2015, so that said division will hereafter be titled “Council Budget and Efficiency Committee;” (2) Amending Section 2-3-16-400 of said division to reference the update to the committee’s name, add as part of the committee’s purpose “improving and measuring efficiency within municipal divisions and departments,” stating that from July to December the committee shall focus solely on improving and measuring efficiency, with the City benchmark clerk to attend committee meetings during this period, changing the word “budgets” to “budget” in the last sentence of paragraph “E”; providing for severability and establishing an effective date. [23-123](#)

Attachments: [Proposed Ordinance](#)

29. Consider an ordinance creating Division 2-3-17 and Section 2-3-17-401 in Article 2-3, Chapter 2, Lawton City Code, 2015, creating the Strategic Planning Committee for the purpose of assessing, modifying, and updating the City of Lawton’s Strategic Plan; establish the committee’s purpose, members, term of members, and duties; requiring minimum quarterly meetings to review one section of the strategic plan at a time; requiring compliance with the Open Meeting Act; providing for severability and establishing an effective date. [23-182](#)

Attachments: [Ordinance 23- - Creation of Strategic Planning Committee](#)

30. Consider approving an ordinance, including any floor amendments related thereto, pertaining to Chapter 6 Amendments to International Property Maintenance Code, 2015, Division 6-5-1-503 of the Lawton City Code, to decrease the number of months that a property maybe boarded before declaring it a dilapidated structure. [23-140](#)

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

STAFF REPORTS:

EXECUTIVE SESSION ITEMS:

31. Pursuant to Section 307B.4, Title 25, Oklahoma Statutes, consider convening in executive session to discuss the pending tort claim of Julie Magness and if necessary, take appropriate action in open session. [23-142](#)
32. Pursuant to Section 307B.1, Title 25, Oklahoma Statutes, consider convening in executive session to review the employment of Traci Hushbeck as City Clerk, and in open session take other action as necessary. [23-158](#)

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."