

MINUTES
LAWTON CITY COUNCIL REGULAR MEETING
FEBRUARY 28, 2023 – 2:00 P.M.
LAWTON CITY HALL
COUNCIL CHAMBERS/AUDITORIUM

Randy Warren, Mayor Pro Tem

Also Present:
Michael Cleghorn, City Manager
John Ratliff, City Attorney
Traci Hushbeck, City Clerk
COL James H.B. Peay, IV, Fort Sill Liaison

Mayor Pro Tem Warren called the meeting to order at 2:00 p.m. Notice of meeting and agenda were posted on the City Hall notice board as required by law. Invocation was given by Reverend Paul Appleby, First Christian Church, followed by the Pledge of Allegiance.

ROLL CALL

PRESENT: Mary Ann Hankins, Ward One
Kelly Harris, Ward Two
George Gill, Ward Four
Allan Hampton, Ward Five
Sean Fortenbaugh, Ward Six
Onreka Johnson, Ward Seven (Left meeting at 4:40 p.m.)
Randy Warren, Ward Eight

ABSENT: Linda Chapman, Ward Three

PRESENTATIONS:

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

The City Manager recognized Shelly Brown for her outstanding performance.

Outstanding Citizen - All About Understanding

Mayor Pro Tem Warren presented a Certificate of Commendation from the Mayor's Office to members of the All About Understanding group.

PROCLAMATION:

Youth Art Month

Mayor Pro Tem Warren proclaimed the month of March 2023 as Youth Art Month. Jason Poudrier, Arts & Humanities Administrator, stated there will be a student artwork exhibit in the atrium of city hall through the month of March.

REPORTS: MAYOR/CITY COUNCIL:

Johnson stated that tonight is the last night for the Black History Month Artists Display. She stated there is an event at 5 p.m. at McMahon Auditor with a speaker talking about Black Businesses in America and a scavenger hunt for children.

Hampton stated he is feeling good about a lot of great things happening in Lawton and it is important to get citizen participation.

Hankins encouraged citizens to spend time with their children. She has gotten a lot of calls about dogs running loose.

AUDIENCE PARTICIPATION:

Jennifer Honeyager, 2114 NW Columbia, spoke against a 4th car wash going in within a ½ mile radius of her home. She stated the current ordinances will not protect her from the noise.

David Tyler, 501 SW 77th Street, reported that he went out and measured the property at 4th and A Avenue and it is big enough for the LATS transfer site.

Justin Hackney, 1902 Ferris Avenue, requested the council look at the fee for food service permits.

Aquarian Yarborough, 8218 SW Sun Valley, stated no one is acknowledging the wrongdoing going on in this city. The citizens are hurting and they are going to come and speak. They have not heard anyone say they are wrong and that they are going to fix it.

CONSENT AGENDA:

Mayor Pro Tem Warren stated items #14 and #28 will be stricken and items #10 and #16 will be considered separately.

MOVED by Fortenbaugh SECOND by Hampton to approve the consent agenda with the exception of items #10, #16 and striking item #14. AYE: Hankins, Harris, Gill, Hampton, Fortenbaugh, Johnson, Warren. NAY: None. MOTION CARRIED.

1. Consider approval of the minutes of the Lawton City Council regular meeting of February 14, 2023.
2. Consider the following damage claim recommended for approval: George and Debra Flores in the reduced amount of \$9,511.66 (**Resolution 23-19**).

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.
4. Consider adopting a resolution approving the joint petition settlement and making payment in the workers' compensation claim of Scott Preston. **(Resolution 23-20)**
5. Consider approving the Limited Services Agreement and budget between the City of Lawton and the Lawton Enhancement Trust Authority.
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.
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.
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. **(Resolution 23-21)**
9. Consider approving a Resolution to increase the petty cash account for License & Permits from \$300 per day to \$400 per day. **(Resolution 23-22)**
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.

Larry Wolcott, Public Works Director, presented information on the item.

Hampton stated he went out to Sheridan and Lee and looked at the traffic and he feels this will work.

Mayor Pro Tem Warren stated that Council Member Chapman had requested that the two items in her ward be tabled until she can attend the meeting.

MOVED by Hampton SECOND by Harris to approve **Resolution 23-23** authorizing the installation and/or removal of traffic control measures at SW Sheridan Road & Lee Boulevard. AYE: Hankins, Harris, Gill, Hampton, Fortenbaugh, Johnson, Warren. NAY: None. MOTION CARRIED.

MOVED by Fortenbaugh SECOND by Gill to table installation and/or removal of traffic control at NW 35th Street & Arlington Avenue and NW 47th Street & Meadow Brook Drive to March 14th meeting. AYE: Hankins, Harris, Gill, Hampton, Fortenbaugh, Johnson, Warren. NAY: None. MOTION CARRIED.

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.
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.
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.
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.
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.
16. Consider extending contract CL22-031 Nuisance Abatement to Joe's Backhoe Service, LLC.

Harris questioned if the price per hour, which was quoted at \$62.50, was per person.

Cleghorn stated that is per hour for the entire crew.

Hankins questioned if they are currently an abatement contractor.

Jon Jernigan, Neighborhood Services Supervisor, stated yes.

Harris questioned how many abatement contractors we have.

Jernigan stated three.

MOVED by Harris SECOND by Hankins to extend contract CL22-031 Nuisance Abatement to Joe's Backhoe Service, LLC. AYE: Hankins, Harris, Gill, Hampton, Fortenbaugh, Johnson, Warren. NAY: None. MOTION CARRIED.

17. Consider approving appointments to boards and commissions.

Mayor's Commission on the Status of Women

Patricia Williams- Mayoral Reappointment

13 NW 26th Street

Lawton, OK 73505

01/23/2025

Leslie J Watts- Ft Sill Mayoral Appointment
1828 S. State HWY 65
Lawton, OK 73501
02/28/2025

Wyonna Alberty- Ward 5 Appointment
1505 ½ NW Arlington Avenue
Lawton, OK 73507
UT 09/20/2023

Citizens' Advisory Committee on the CIP

Jesse Cross- Move from Mayoral to Ward 7
6302 SW Oakmont
Lawton, OK 73505
10/11/2023

Race Relations Commission

Wyonna Alberty- Committee Reappointment
1505 ½ NW Arlington Avenue
Lawton, OK 73507
02/23/2026

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.

Ratliff stated the workers comp case was in arbitration and we ended up settling with the individual for \$5,500.

MOVED by Fortenbaugh SECOND by Gill to repealing resolution No. 22-157 and adopting **Resolution 23-24** approving the joint petition settlement and making payments in the amount of \$5,500.00 in the workers' compensation claim of LaDonna Henderson. AYE: Hankins, Harris, Gill, Hampton, Fortenbaugh, Johnson, Warren. NAY: None. MOTION CARRIED.

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.

Jernigan stated the owners of Hampshire Circle are working with inspection services so it is his recommendation to not declare these structures dilapidated.

Ratliff stated this will go through the permitting process but it was tabled and had to come back to council.

Fortenbaugh questioned if they get to the point and they want to tear something down, will they have to tear the whole building down.

Ray Brown, License and Permits Supervisor, stated these are townhouses and they are actually six separate structures that are connected with fire walls between and each structure could be torn down individually.

Hampton questioned if there would be a cost to fix the outside wall.

Brown stated yes, the outer wall would have to be covered.

Gill stated if you tear down an interior unit you will have to repair the fire wall if they are left open.

PUBLIC HEARING OPENED. No one appeared to speak and the public hearing was closed.

No action was taken.

BUSINESS ITEMS:

Mayor Pro Tem Warren stated the council will address items #21 and #22 next.

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.

Mary Elizabeth Mach and Bryce Callies, Garver Engineering, updated the council on the current project status. (Presentation is on file in the City Clerk’s office)

No action was taken.

21. Receive a presentation from the Lawton Youth Sports Authority and Eastern Sports Management for a feasibility study of the indoor sports facility.

John Wack, President of Eastern Sports Management presented a summary of the findings from the feasibility study of the indoor sports facility. (Presentation and full report are on file in the City Clerk’s office)

Bryan Henry, Chairman of the Lawton Youth Sports Authority, stated they are looking at a 85,000 sq ft. metal building so cost per square foot would be less. They are projecting this to be \$31 - \$32 million. He stated the Lawton Youth Sports Authority is broken down into committees and the facilities committee will look at this and come up with a recommendation.

No action was taken.

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.

104 SW 20th Street

Jernigan reported the numerous violations of city code existing on the property which are documented on the Property Maintenance Evaluation Sheet. Jernigan presented photographs of the property. Utilities have been inactive since 2013.

PUBLIC HEARING OPENED.

Marlene Nichols, property owner, stated she has an estimate for the demolition and she requested time to get her permits.

PUBLIC HEARING CLOSED.

MOVED by Hampton SECOND by Fortenbaugh, to approve **Resolution 23-25** declaring the structure/s on the property a dilapidated public nuisance and authorize the abatement thereof as set forth in the resolution. AYE: Hankins, Harris, Gill, Hampton, Fortenbaugh, Johnson, Warren. NAY: None. MOTION CARRIED.

407 NW 16th Street aka 1516 NW Dearborn Avenue

Jernigan reported the numerous violations of city code existing on the property which are documented on the Property Maintenance Evaluation Sheet. Jernigan presented photographs of the property. Utilities have been inactive since 2012.

PUBLIC HEARING OPENED. No one appeared to speak and the public hearing was closed.

MOVED by Hampton SECOND by Fortenbaugh, to approve **Resolution 23-26** declaring the structure/s on the property a dilapidated public nuisance and authorize the abatement thereof as set forth in the resolution. AYE: Hankins, Harris, Gill, Hampton, Fortenbaugh, Johnson, Warren. NAY: None. MOTION CARRIED.

712 SW G Avenue

Jernigan reported the numerous violations of city code existing on the property which are documented on the Property Maintenance Evaluation Sheet. Jernigan presented photographs of the property. Utilities have been inactive since 2017.

PUBLIC HEARING OPENED. No one appeared to speak and the public hearing was closed.

MOVED by Hampton SECOND by Fortenbaugh, to approve **Resolution 23-27** declaring the structure/s on the property a dilapidated public nuisance and authorize the abatement thereof as set forth in the resolution. AYE: Hankins, Harris, Gill, Hampton, Fortenbaugh, Johnson, Warren. NAY: None. MOTION CARRIED.

1401 NW Lawton Avenue aka 1504 NW 14th Street

Jernigan reported the numerous violations of city code existing on the property which are documented on the Property Maintenance Evaluation Sheet. Jernigan presented photographs of the property. Utilities have been inactive since 2022.

PUBLIC HEARING OPENED.

Mike Dave, 2602 NW Lakefront Drive, stated he is the mortgage holder and the property owner lives in California and he requested time to contact him and repossess the property.

Ratliff recommended Mr. Dave pull a permit immediately to demolish the property.

PUBLIC HEARING CLOSED.

MOVED by Harris SECOND by Hampton, to approve **Resolution 23-28** declaring the structure/s on the property a dilapidated public nuisance and authorize the abatement thereof as set forth in the resolution. AYE: Hankins, Harris, Gill, Hampton, Fortenbaugh, Johnson, Warren. NAY: None. MOTION CARRIED.

1407 SW 7th Street

Jernigan reported the numerous violations of city code existing on the property which are documented on the Property Maintenance Evaluation Sheet. Jernigan presented photographs of the property. Utilities have been inactive since 2019.

PUBLIC HEARING OPENED. No one appeared to speak and the public hearing was closed.

MOVED by Johnson SECOND by Fortenbaugh, to approve **Resolution 23-29** declaring the structure/s on the property a dilapidated public nuisance and authorize the abatement thereof as set forth in the resolution. AYE: Hankins, Harris, Gill, Hampton, Fortenbaugh, Johnson, Warren. NAY: None. MOTION CARRIED.

1410 SW Garfield Avenue aka Dr. Charles Whitlow Avenue

Jernigan reported the numerous violations of city code existing on the property which are documented on the Property Maintenance Evaluation Sheet. Jernigan presented photographs of the property. Utilities have been inactive since January 19, 2023.

PUBLIC HEARING OPENED.

Jerry Dillard, 4104 Wolf, stated he is in the process of repairing the home.

Mayor Pro Tem Warren stated Mr. Dillard will have 30 business days to pull a permit.

PUBLIC HEARING CLOSED.

MOVED by Johnson SECOND by Fortenbaugh, to approve **Resolution 23-30** declaring the structure/s on the property a dilapidated public nuisance and authorize the abatement thereof as set forth in the resolution. AYE: Hankins, Harris, Gill, Hampton, Fortenbaugh, Johnson, Warren. NAY: None. MOTION CARRIED.

2114 NW Bessie Avenue

Jernigan reported the numerous violations of city code existing on the property which are documented on the Property Maintenance Evaluation Sheet. Jernigan presented photographs of the property. Utilities have been inactive since 2015.

PUBLIC HEARING OPENED. No one appeared to speak and the public hearing was closed.

MOVED by Hankins SECOND by Gill, to approve **Resolution 23-31** declaring the structure/s on the property a dilapidated public nuisance and authorize the abatement thereof as set forth in the resolution. AYE: Hankins, Gill, Hampton, Fortenbaugh, Johnson, Warren. NAY: None. ABSENT: Harris. MOTION CARRIED.

2220 NW 26th Street

Jernigan reported the numerous violations of city code existing on the property which are documented on the Property Maintenance Evaluation Sheet. Jernigan presented photographs of the property. Utilities have been inactive since 2014.

PUBLIC HEARING OPENED. No one appeared to speak and the public hearing was closed.

MOVED by Hankins SECOND by Gill, to approve **Resolution 23-32** declaring the structure/s on the property a dilapidated public nuisance and authorize the abatement thereof as set forth in the resolution. AYE: Hankins, Gill, Hampton, Fortenbaugh, Johnson, Warren. NAY: None. ABSENT: Harris. MOTION CARRIED.

2413 SW J Avenue

Jernigan reported the numerous violations of city code existing on the property which are documented on the Property Maintenance Evaluation Sheet. Jernigan presented photographs of the property. Utilities have been inactive since 2010.

PUBLIC HEARING OPENED. No one appeared to speak and the public hearing was closed.

MOVED by Hampton SECOND by Fortenbaugh, to approve **Resolution 23-33** declaring the structure/s on the property a dilapidated public nuisance and authorize the abatement thereof as set forth in the resolution. AYE: Hankins, Gill, Hampton, Fortenbaugh, Johnson, Warren. NAY: None. ABSENT: Harris. MOTION CARRIED.

2415 SW J Avenue

Jernigan reported the numerous violations of city code existing on the property which are documented on the Property Maintenance Evaluation Sheet. Jernigan presented photographs of the property. Utilities have been inactive since 2021.

PUBLIC HEARING OPENED. No one appeared to speak and the public hearing was closed.

MOVED by Hampton SECOND by Fortenbaugh, to approve **Resolution 23-34** declaring the structure/s on the property a dilapidated public nuisance and authorize the abatement thereof as set forth in the resolution. AYE: Hankins, Gill, Hampton, Fortenbaugh, Johnson, Warren. NAY: None. ABSENT: Harris. MOTION CARRIED.

2417 SW J Avenue

Jernigan reported the numerous violations of city code existing on the property which are documented on the Property Maintenance Evaluation Sheet. Jernigan presented photographs of the property. Utilities have been inactive since 2019.

PUBLIC HEARING OPENED. No one appeared to speak and the public hearing was closed.

MOVED by Hampton SECOND by Fortenbaugh, to approve **Resolution 23-35** declaring the structure/s on the property a dilapidated public nuisance and authorize the abatement thereof as set forth in the resolution. AYE: Hankins, Gill, Hampton, Fortenbaugh, Johnson, Warren. NAY: None. ABSENT: Harris. MOTION CARRIED.

5107 NW Cherry Avenue

Jernigan reported the numerous violations of city code existing on the property which are documented on the Property Maintenance Evaluation Sheet. Jernigan presented photographs of the property. Utilities have been inactive since January 26, 2023.

PUBLIC HEARING OPENED. No one appeared to speak and the public hearing was closed.

MOVED by Hankins SECOND by Fortenbaugh, to approve **Resolution 23-36** declaring the structure/s on the property a dilapidated public nuisance and authorize the abatement thereof as set forth in the resolution. AYE: Hankins, Gill, Hampton, Fortenbaugh, Johnson, Warren. NAY: None. ABSENT: Harris. MOTION CARRIED.

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.

Ratliff stated this item was approved by council on June 28th of last year. Due to staff shortages at the University of Oklahoma, the agreement was not able to be started in July, but now they are ready to get started and this item will amend the start date of July 1, 2022 to March 1, 2023.

MOVED by Johnson SECOND by Hankins, to approve a revised agreement with the University of Oklahoma National Resource Center for Youth Services as requested by the Youth and Family Affairs Committee. AYE: Hankins, Harris, Gill, Hampton, Fortenbaugh, Johnson, Warren. NAY: None. MOTION CARRIED.

24. Discuss approving the Youth and Family Affairs Committee Funding Recommendations.

Ratliff stated the Youth and Family Affairs Committee is making a recommendation to give \$18,000 to the Boy Scouts of America, Last Frontier Council and \$10,288 to Peer Court Program LPS Teen Court. The purpose of this committee is to support programs for at risk youth.

MOVED by Johnson SECOND by Hampton, to approve the Youth and Family Affairs Committee Funding Recommendations. AYE: Hankins, Harris, Gill, Hampton, Fortenbaugh, Johnson, Warren. NAY: None. MOTION CARRIED.

25. Discuss general security at City Hall and provide direction to City staff as council deems necessary.

Cleghorn updated the council on camera installation to City Hall.

Dewayne Burk, Deputy City Manager, updated council on interior measures taken to increase security for the inside of the building.

Mayor Pro Tem Warren requested the purple bulbs be changed in the parking lot.

Fortenbaugh stated there needs to be more safety measures for those leaving the building and walking to their cars.

Ratliff read a statement from Mayor Booker recommending that staff develop and bring back a council policy for increased and enhanced security measures.

MOVED by Johnson SECOND by Fortenbaugh, to direct staff to develop and bring back a council policy for increased and enhanced security measures for staff and council. AYE:

Hankins, Harris, Gill, Hampton, Fortenbaugh, Johnson, Warren. NAY: None. MOTION CARRIED.

Council Member Johnson left the meeting at 4:40 p.m.

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.

Craig Akard, Human Resources Director, presented information on the ordinance. He stated the offices at City Hall would be open until 6 p.m. which would benefit the citizens. He stated several departments are already doing this depending on what the directors need, but this is just opening it up to the whole city.

Mayor Pro Tem Warren stated he is concerned with opening this up city wide. He would much rather pick a department that is heavily involved with the public and try it for a few months and see how it works. He would hate to do this city wide and then it doesn't work.

Gill stated he agrees, he feel this should be for a trial period. He stated in License and Permits we are short of inspectors and plan readers and he sees a lot of problems because they are service oriented. He doesn't have a problem with the concept, but he feels it will take some work.

Akard stated the Finance department has been doing this since July and most everyone is participating, even though they do not have citizen interaction. He stated they are looking at test period for City Hall because it is going to be difficult for one office to be open until 6 p.m. and another office not be open. He stated this is not a mandatory program. If the departments don't have the staffing to do it, the departments don't do it. There are employees that may not be able to work 10-hour days because they have children in school or daycare. This is a voluntary program, it is not mandatory for anybody and if you have a department that do not have enough people in the department to do the 10-hour days, then they just don't do it. They have talked about a test period and they would like to do City Hall, that way citizens know who is open and who is not. It is not city wide at this time.

Hampton stated the 10-hour work week is great for families, but he would be worried about those customer service areas like the water department. He questioned how much trouble they will have in dealing with citizens. There is a constant flow of citizens at the water department and he would like to see how that works out.

Joe Don Dunham, Finance Director, stated they are going to be working split shifts in the water department to manage the workflow. They will be fully staffed on Mondays and Fridays. And citizens will have that customer service experience until 6 p.m.

Hampton stated they will see with the test program and he feels that is important.

Gill stated you will still not have full staff on some days if they work four ten-hour days.

Dunham stated the water department employees will all work five eight-hour days. That is how they are accommodating for the longer hours.

Harris stated they will still get the same amount of work out of the employees, it is just a matter of realigning the days that certain people work. It is just a matter of who gets Friday off and who gets Monday off.

Hankins stated if they have job satisfaction they will have job retention. He questioned how the employees felt about this.

Akard stated most of the employees he has talked to like the idea of ten-hour days. There is some resistance from those employees who have children, but that is why this is not mandatory and this is only if the department can work this out.

Fortenbaugh stated he feels this is good idea and that they give this to the city manager and the human resources director and tell them not to mess this up. He would like to make the motion.

Mayor Pro Tem Warren questioned if he would like to only roll out city hall on a trial basis.

Fortenbaugh stated he would like to approve the ordinance because he does not feel they need to tell them how to do it.

Cleghorn suggested the council approve the ordinance and he will implement this at city hall on a trial basis to see how it works. He stated if all directors get to implement their schedules, then city hall has different hours of operation for certain folks. They need to do this in a holistic way in this building and have department heads manage their departments with no decrease in service to the citizens and they will be open until 6 p.m. in the evening because that is the only way you are going to get a 10-hour day. If you can't do it in a department, then you just can't do it. There are going to be places that it will not be practical. He stated if the ordinance passes, he will implement it at city hall for six months.

MOVED by Fortenbaugh SECOND by Gill to adopt **Ordinance 23-08**, waive the reading of the ordinance, read the title only and establishing an effective date of 180 days after passage AYE: Hankins, Harris, Gill, Hampton, Fortenbaugh, Warren. NAY: None. MOTION CARRIED.

(Title read by City Attorney)

Ordinance 23-08

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 DEPARTMENT DIRECTOR NEEDS AND REMOVING THE REFERENCE TO NORMAL WORKING HOURS; ADDING REFERENCE TO THE CITY OF LAWTON NEEDS AND NORMAL BUSINESS HOURS; PROVIDING SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

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.

Charlotte Brown, Community Services Director, presented the proposed changes in the ordinance.

Hampton stated the 300 feet from a tavern or beer establishment, there are other types of establishments other than bars, and he feels they need to consider that if there is a bar that close it might not be a good idea.

Mayor Pro Tem Warren stated the whole issue with the mixed beverage is an ABLE deal. There is not really a definition between a bar and restaurant. He suggested they address this by zoning.

Gill stated they can leave the 300 feet as it is.

Brown suggested they strike the word “Tavern”.

MOVED by Hampton SECOND by Fortenbaugh to adopt **Ordinance 23-09**, waive the reading of the ordinance, read the title only, establishing an effective date of thirty days after passage, and strike the removal of the requirement for childcare facility to be 300 feet from a mixed beverage establishment and strike references to the word “Tavern”. AYE: Hankins, Harris, Gill, Hampton, Fortenbaugh, Warren. NAY: None. MOTION CARRIED.

(Title read by City Attorney)

Ordinance 23-09

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 LICENSES, 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 REFERENCES TO TAVERN, ADDING ADDITIONAL DOCUMENTS THAT ARE REQUIRED WITH THE APPLICATION FOR THE CHILD CARE FACILITIES, DELETING THE NONCONFORMING USE LANGUAGE FOR FAMILY DAY CARE HOME FACILITIES FROM THE 1980S TO 1990S, PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

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. **STRICKEN**
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.

Ratliff stated the charter requires that the comprehensive plan be updated every five years. As part of the comprehensive plan you have the strategic plan and the charter empowers the Mayor to create a committee of citizens to recommend and propose updates to the strategic plan. This section of code is just establishing what is allowed by charter and giving them purpose and a mandate moving forward.

Harris stated that there should be a council member on this committee.

Cleghorn stated on the strategic planning level you want a variety of citizens on the committee. This allows the Mayor to set forth the members that he would like to participate. You should be planning from a city-wide perspective.

Ratliff stated he is looking at a multi-disciplinary approach and the charter says a “citizens committee”.

Harris questioned when the council will be able to weigh in on what they decide.

Ratliff stated the council will be able to decide on the nominations and all the information from the committee will come back to the council.

Hampton stated the CPC gives them a recommendation on the land use plan, the LMPO gives recommendations on the transportation plan and the Mayor is in charge of the strategic plan. Those three components make up the comprehensive plan.

MOVED by Gill SECOND by Fortenbaugh to adopt **Ordinance 23-10**, waive the reading of the ordinance, read the title only and establishing an effective date of thirty days after passage AYE: Hankins, Harris, Gill, Hampton, Fortenbaugh, Warren. NAY: None. MOTION CARRIED.

(Title read by City Attorney)

Ordinance 23-10

AN ORDINANCE CREATING DIVISION 2-3-17 AND SECTION 2-3-17-401 IN ARTICLE 2-3, CHAPTER 2 OF LAWTON CITY CODE, 2015, CREATING THE “STRATEGIC PLANNING COMMITTEE” FOR THE PURPOSE OF ASSESSING, MODIFYING, AND UPDATING THE CITY OF LAWTON’S STRATEGIC PLAN; ESTABLISHING 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.

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.

Jernigan presented information on the ordinance. He suggested they take 18 months out of the code and replace it with 6 months. That will make us current with state statute.

Hampton stated some homes are boarded up neatly and some are just trying to protect the home. He questioned if there was another area that addresses this and could staff work with them.

Gill questioned that if the house is boarded up and the boards are painted and the house is in good shape, what is the status.

Jernigan stated if the house has been boarded up for 18 months, it is considered dilapidated.

Gill stated now it will be six months.

Jernigan stated staff can make contact with them and work it out.

Mayor Pro Tem Warren stated there are a lot of other homes to worry about than just what is boarded up.

Harris stated as long as the rest of the house is in good shape the owner should be able to protect it. He would like to see it changed to 12 months.

Brown stated the property will still come to council.

MOVED by Warren SECOND by Fortenbaugh to adopt **Ordinance 23-11**, waive the reading of the ordinance, read the title only and establishing an effective date of thirty days after passage. AYE: Hankins, Gill, Fortenbaugh, Warren. NAY: Harris, Hampton. MOTION FAILED.

The Mayor and Council convened in executive session at 5:23 p.m. and reconvened in regular, open session at 6:11 p.m. Roll call reflected all members present.

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.

Tim Wilson, Deputy City Attorney, read the title of item #31. No action was taken.

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.

Wilson read the title of item #32.

MOVED by Fortenbaugh SECOND by Harris to amend Traci Hushbeck's contract as follows:

1) modify Paragraph E, Section 4.01 to allow for the unlimited accrual of vacation hours and removing the provision requiring an annual buydown of vacation hours in excess of 280 hours and 2) delete the language in paragraph of Section 4.01 allowing of the annual buydown of historical sick leave and 3) add language as appropriate to the agreement stating that Hushbeck will be allowed to use all of her vacation and historical sick leave as terminal leave, with said terminal leave planned to be starting in November 2023 and 4) an increase of pay of 6% effective on the new contract. AYE: Hankins, Harris, Gill, Hampton, Fortenbaugh, Warren. NAY: None. MOTION CARRIED.

There being no further business to consider, the meeting adjourned at 6:13 p.m. upon motion, Second and roll call vote.

RANDY WARREN, MAYOR PRO TEM

ATTEST:

TRACI HUSHBECK, CITY CLERK