



City of Lawton

City Council

Agenda

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

Tuesday, July 25, 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, or continue any agenda item. The Council may also propose and enact floor amendments to any matter presented before them. 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

PRESENTATIONS:

Employee Spotlight Award - Broderick Jackson, III, Parks and Recreation Department.
Citizen of the Month - Mikaela McCorkle

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 June 27, 2023.

[23-685](#)

Attachments: [27Jun23](#)

2. Consider approving the damage claim (recommended for approval) and resolution authorizing payment for Matt Weber in the amount of \$682.00.

[23-667](#)

Attachments: [2023 - 022 Sewer Backup Plumbing Invoices App](#)
[Weber, Matt-Resolution and Warrant of Atty.](#)

3. Consider approving a resolution to allow for the transfer of monthly commissions from jail inmate calls to a Special Revenue Fund account for the Lawton Police Department's Technical Services Division. Funding comes from the commissions received from the municipal jail's inmate calls. Currently, all revenues received are deposited into the General Fund. The funds will be carried over from year to year. [23-650](#)
- Attachments:** [Jail Phone Revenues Resolution](#)
[Financial Impact - AIC #23-650 - Prodigy Solutions.pdf](#)
4. Consider approving an Agreement for Limited Support between the Museum of the Great Plains Trust Authority and the City of Lawton to fund the continued operation of the Museum, and authorize the Mayor and City Clerk to execute the Agreement. [23-653](#)
- Attachments:** [2023-Agreement for Limited Services - Museum - not signed](#)
[Museum Budget Excerpt](#)
[Financial Impact - AIC #23-653 - Limited Support Agreement - GPM TA.pdf](#)
5. Consider entering into an agreement with South-Central Oklahoma Workforce Board to participate in their Work Experience program, which will aid in hiring and training recommended candidates for various positions throughout the City of Lawton; and authorize the Mayor and City Clerk to execute all documents necessary to implement the program. [23-656](#)
- Attachments:** [Workforce Innovation & Opportunity Act \(WIOA\) Worksite Terms and Conditions](#)
[WIOA Work Experience Worksite Orientation](#)
[Modification- Worksite Agreement Policy](#)
6. Consider approving proposed Council Policy 1-13 "Access Policy" pertaining to public access to City Hall and City employees/elected officials with the purpose to enhance security, safety, and efficient operations by establishing procedures for the public when accessing City Hall and when requesting to meet with city employees or elected officials, take action as deemed necessary, including any floor amendments. [23-692](#)
- Attachments:** [Proposed Council Policy 1-13 - Access Policy](#)
7. Consider approving an amendment to Council Policy 1-6, Council Rules of Procedure, by establishing a requirement that the discontinuance of a program or cessation of city provided services be placed on the agenda no later than ninety (90) days prior to the termination of the program or service. [23-668](#)
- Attachments:** [Council Policy 1-6 DRAFT AMENDMENT- Add Section 2B.\(f\)](#)
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8. Consider approving a resolution authorizing, subject to certain conditions, an incentive program to encourage the current Police Chief to remain with the City through June 30, 2027. [23-657](#)

Attachments: [Police Chief Incentive Program Resolution](#)

9. Consider granting a long-term ground lease agreement to Cody and Shelby Zimmerman to allow exclusive ingress and egress, over and across the city owned property located south of 359 NW Cherry Road, located on the west side of US Highway 62, by Chandler Creek and Lake Ellsworth, in the Northeast Quarter of Section 19, Township 4 North, Range 11 West of the I.M., Comanche County, Oklahoma. [23-665](#)

Attachments: [Lease Agreement](#)

10. Consider and take action approving Amendment No. 1 to the Master Services Agreement with Garver, LLC for Professional Engineering Service identified in Work Package #1 for the 2023 water and sewer system rehabilitation program. [23-647](#)

Attachments: [Exhibit B-2 Scope of Service AIC 23-647 Garver.pdf](#)
[Exhibit B-3 Fee Schedule AIC 23-647 Garver.pdf](#)
[Garver Amendment 1 AIC 23-647.pdf](#)
[Financial Impact - AIC 23-647 Garver Engineering Amendment #1.pdf](#)

11. Consider and take action approving Amendment No. 1 to the Master Services Agreement with Jacobs Engineering Group, INC for Professional Engineering Service identified in Work Package #1 for the 2023 water rehabilitation program. [23-648](#)

Attachments: [Jacobs Exhibit B-2 Scope of Services](#)
[Jacobs Exhibit B-3 Rate Schedule](#)
[Amendment No. 1 MSA Jacobs](#)
[Financial Impact - AIC 23-648 Jacobs Engineering Amendment #1.pdf](#)

12. Consider awarding contract CL23-039, Redi-Mix Concrete to Bidder #3, Southwest Ready Mix of Lawton, Ok (Primary), and Bidder #1, Lawton Transit Mix, Ponca City, Ok (Secondary), and Bidder #2, Dolese Bros. Co, Oklahoma City, Ok (Tertiary). [23-659](#)

Attachments: [Department Recommendation Memo](#)
[Abstract1.docx](#)
[CL23-039 Redi-Mix Concrete](#)
[Financial Impact - AIC 23-659 Redi-Mix Concrete.pdf](#)

13. Consider extending contract CL22-042 Concrete Repair to A.E. Construction of Lawton, Ok (primary), TE Construction of Lawton, Ok (secondary), and MTZ Construction of Oklahoma City, Ok (tertiary). [23-660](#)

Attachments: [Dept Recommendation Memo \(Extension\)](#)
[Vendor Extension Letter & Form - AE](#)
[Vendor Extension Letter & Form - TE](#)
[Vendor Extension Letter & Form - MTZ](#)
[Award Letter + Contract -CL22-042 AE Construction](#)
[Award Letter + Contract - CL22-042 TE Construction](#)
[Award Letter + Contract - CL22-042 MTZ Construction](#)
[Abstract CL22-042](#)
[Financial Impact - AIC 23-660 Concrete Repair.pdf](#)

14. Consider approving appointments to boards and commissions. [23-662](#)

Attachments: [Board Appointments- 07.25.23](#)

BUSINESS ITEMS:

15. Hold a public hearing and consider approving the submission and acceptance of the 2023 Department of Justice Edward Byrne Assistance Grant Local (JAG) by the Lawton Police Department, authorize the approval of an Interlocal Agreement between the City & County, as well as any other documents necessary for the grant. [23-649](#)

Attachments: [Edward Byrnes Grant Program - Certifications and Assurances Form](#)
[2023 Byrnes Grant Interlocal Agreement](#)

16. Hold a public hearing and adopt a resolution declaring the structures located at 417 SW 23rd Place, 419 SW 23rd Place, 614 SW 26th Place, 1204 NW Ferris Avenue, 1206 NW Baldwin Avenue, 1206 NW Ferris Avenue, 1436 NW 22nd Street, 1440 NW 22nd Street, 1607 SW F Avenue, 1610 SW New York Avenue, 1701 SW F Avenue, 1725 NW Ash Avenue, 1727 NW Ash Avenue, 1903 SW C Avenue, 2120 NW Bessie 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. [23-628](#)

Attachments: [Resolutions](#)
[Pictures](#)
[Exhibit A's](#)

17. Receive a report from staff regarding the disposition of criminal cases as requested by Council on October 25, 2022 and take action as deemed necessary. [23-671](#)

18. Consider approving a Limited Support Agreement between H.E.L.P. Advocacy Center of Southwest Oklahoma and the City of Lawton to fund activities designed to identify and assist with the opening of a safe, trauma informed space for sexual assault victims to come and receive multi-agency care and support and authorize the Mayor and City Clerk to execute the Agreement. [23-655](#)

Attachments: [H.E.L.P Advocacy Limited Support Agreement](#)

19. Discuss the need for a Jail Trust Authority, direct staff to initiate the process of soliciting RFPs for outside sources to provide guidance and support for the creation of a Jail Trust Authority, and take any other action deemed necessary. [23-688](#)
20. Consider waiving sections 7-12-2 and 12-1 of Lawton City Code to allow for children aged 17 and under to operate entrepreneurial ventures, such as lemonade stands, without temporary structure permits and food-service establishment permits, direct staff to include an exception for these requirements in the code that also protects against shams, and take action as deemed necessary. [23-670](#)

Attachments: [Food Services Code](#)
[Division 7 12 2 Temporary Structures and Uses](#)

21. Consider approving an Ordinance to create Sections 7-27-1-2710 through 7-27-1-2712, Article 7-27-1, Division 7-27, Chapter 7, Business, Lawton City Code, 2015; by creating the process for operators to pay their hotel/motel occupancy taxes and establishing procedures for those who fail to pay as otherwise required in City Code and creating the appeal process for any Short Term Rental Facilities who have their licenses revoked, providing for codification, providing for severability, providing for floor amendments and declaring an emergency. [23-658](#)

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

22. Consider an ordinance pertaining to Personnel Policies and Procedures, amending Section 17-1-4-137, Division 17-1-4, Article 17-1, Chapter 17, Lawton City Code 2015, relating to introductory period or introductory status employees by revising language to allow for easier access to growth opportunities within the workplace, providing for severability and establishing an effective date. [23-652](#)

Attachments: [6 Month Transfer Ordinance](#)

23. Consider an ordinance pertaining to Personnel Policies and Procedures, Repealed and Reserved Section 17-1-4-140, Division 17-1-4, Article 17-1, Chapter, 17, Lawton City Code 2015, by renaming the section “Employee Resignation,” defining the terms, exceptions and penalty, providing for severability and establishing an effective date. [23-651](#)

Attachments: [Resignation Ordinance](#)

STAFF REPORTS:

24. Receive a presentation from staff regarding the Building Division and take action as necessary. [23-677](#)

Attachments: [Building Division Report](#)

25. Receive an update from the Public Works Department regarding traffic signal operations on Gore Boulevard from 2nd Street to Lawrie Tatum Road (KCA Veterans Drive) and provide direction as deemed appropriate. [23-682](#)
26. Receive an update on no-cost and low-cost family friendly activities and the status of the indoor park at Central Plaza and take action as deemed necessary. [23-687](#)

EXECUTIVE SESSION ITEMS:

27. Pursuant to Section 307B.4, Title 25, Oklahoma Statutes, consider convening in executive session to discuss the pending litigation of Andre Wilson, specifically, the pending litigation in Andre Wilson v. The City of Lawton, Michael Cleghorn, Stan Booker, John Ratliff, Onreka Johnson, Kelea Fisher, Frank Jensen, Neil West, and Michael Jones, CIV-22-716, and, if necessary, take appropriate action in open session. [23-505](#)
28. Pursuant to Section 307B.4, Title 25, Oklahoma Statutes, consider convening in executive session to discuss a pending subrogation settlement related to Matthew Wade and, if necessary, take appropriate action in open session. [23-645](#)
29. Pursuant to Section 307B.4, Title 25, Oklahoma Statutes, consider convening in executive session to discuss litigation in the case Cintas Corp. No. 2 v. City of Lawton, CJ-2022-598, and, if necessary, take appropriate action in open session. [23-681](#)
30. Pursuant to Section 307B.4, Title 25, Oklahoma Statutes, consider convening in executive session to discuss a pending claim of School House Slough Inc., and, if necessary, take appropriate action in open session. [23-684](#)
31. Pursuant to Section 307B.1, Title 25, Oklahoma Statutes, consider convening in executive session to discuss the status, process and possible candidates for the position of city manager, and, if necessary, take appropriate action in open session. [23-675](#)

32. Pursuant to Section 307B.1, Title 25, Oklahoma Statutes, consider convening in executive session to review the employment of John Ratliff as Acting City Manager, and in open session take other action as necessary. [23-661](#)

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."