



City of Lawton

City Council

Agenda

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

Tuesday, August 22, 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 to Colt Darnell, Sewer Rehab

Annual Report from Lawton-Fort Sill Chamber of Commerce

PROCLAMATIONS:

Citizen of the Month to America's Veterans Supporters

MIGHT's 20th Anniversary

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 August 8, 2023. [23-794](#)
Attachments: [08Aug23](#)
2. Consider approving three (3) damage claims (recommended for approval) and resolutions authorizing payments for Scotty and Katie Roberts in the amount of \$730.30, Tae Pae, dba, Class A Cleaners in the amount of \$5,298.78, and LeAnn Enderle in the amount of \$90.00. [23-718](#)
Attachments: [DC-2023-025, Roberts, Scotty and Katie - Memorandum](#)
[DC-2023-025, Roberts, Scotty and Katie - Resolution and Warrant of Atty.](#)
[DC-2023-028-Class A Cleaners - Memorandum](#)
[DC-2023-028-Class A Cleaners - Resolution and Warrant of Atty.](#)
[DC-2023-026, Enderle, LeAnn, Memorandum](#)
3. Consider approving a partnership with the U.S. Fish and Wildlife Service to assist them with reintroducing prairie dogs back to the Wichita Mountains Wildlife Refuge, and authorizing the Mayor and City Clerk to execute any required documents. [23-344](#)
Attachments: [WMWR_Request_Prairie_dogs_Lawton](#)
4. Consider approving FAA Airport Terminal Program (ATP) funding for the Lawton-Ft Sill Regional Airport in the amount of \$ 4,379,131.00 for AIP 3-40-0051-046 and authorize the execution of any necessary documents relating thereto. [23-523](#)
Attachments: [Grant Agreement](#)
5. Consider accepting the donation of smoke and carbon monoxide detectors to Lawton Fire Department from Home Depot. [23-744](#)
Attachments: [HDepot detector donation](#)
6. Consider approving and authorizing the Mayor to sign a Memorandum of Understanding between the City of Lawton and the International Association of Firefighters (IAFF), Local 1882 to authorize the transition of three (3) Assistant Fire Marshal positions from 8-hour shifts to 24-hour shifts and increase the salary of personnel in Prevention, Training, and the Staff Assistant Fire Chief. [23-745](#)
Attachments: [Staff Pay MOU July 2023 \(1\) \(1\)](#)
[Exhibit A List of paygrades affected by wage increase](#)
[Exhibit B Proposed payscale](#)

7. Consider approving Council Policy 6-5 that requires surveys to be submitted for swimming pool permits. [23-754](#)

Attachments: [Council Policy 6-5](#)

8. Consider approving an Agreement for Funding and Limited Support between the Fires Innovation Science and Technology Accelerator (FISTA) Development Trust Authority and the City of Lawton to fund the operation, management, administration, maintenance and equipping of FISTA facilities during the 2023-2024 fiscal year to encourage economic/industrial development in the City of Lawton and authorize the Mayor and City Clerk to execute the Agreement. [23-746](#)

Attachments: [FISTA Limited Support Agreement - FY 2024](#)
[FISTA Proposed Budget - Combined FYE 6-30-2024](#)

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](#)
[Exhibit A](#)
[Exhibit B](#)

10. Consider acknowledging issuance of permits for the construction of waterline and all appurtenances from the Oklahoma Department of Environmental Quality to serve the locations at S.E. Brighton Dr., NW Taylor Ave., S. Indiana Ave., and NW 22nd St.- 2017 Ad Valorem Street and Roads Program (Residential) Phase IIB, Project EN1707P2B. [23-756](#)

Attachments: [Lawton Taylor Ave_WL000016230302_PERMIT_WSS_E.pdf](#)
[Lawton_NW 22nd_WL000016230303_PERMIT_WSS_E.pdf](#)
[Lawton_S Indiana Ave_WL000016230300_PERMIT_WSS_E.pdf](#)
[Lawton_SE Brighton dr_WL000016230301_PERMIT_WSS_E.pdf](#)

11. Consider and take action approving Amendment No. 2 to the Master Services Agreement with Jacobs Engineering Group, INC for Professional Engineering Service identified in Work Package #2 for Services during construction for the Ellsworth spillway. The Ellsworth Spillway Rehabilitation provides for dam safety and the health and welfare of the citizens of Lawton in meeting the “True North Culture Statement”. [23-757](#)

Attachments: [Exhibit B-2 Scope of Services](#)
[Exhibit B-3 Rate Schedule](#)
[Jacobs Amendment 2 Contract](#)

12. Consider approving the Final Amendment and accepting the W. Gore Boulevard Waterline and Sewerline Reconstruction from 82nd St.to 67th St. -Project No. EN1208A and placing the Maintenance Bond into effect. [23-762](#)
- Attachments:** [Final Amendment.pdf](#)
13. Consider approving an equipment lease agreement with Pitney Bowes for a Relay 2500 Folder Inserting system for folding and inserting vendor checks, W-9s and other mail items as needed. [23-755](#)
- Attachments:** [Relay 2500 - Agreement](#)
[pitney-bowes-contract-011322-v2](#)
[sourcewell-state-and-local-fmv-lease-agreement-jan-2022](#)
14. Consider and take action rejecting all bids received for the Lawton Groundwater Supply - Test Well and Production Well Project PU2301 and authorizing staff to re-advertise the contract for award. Only one bid was received, and the cost was 100% over the Engineers Estimate. [23-726](#)
- Attachments:** [Bid Tab](#)
[letter of Recommendation](#)
[Recommendation to Reject](#)
15. Consider extending the contracts with BlueCross BlueShield (BCBS) for the purpose of providing health care insurance coverage for City of Lawton retirees over the age of 65 for an additional year, as authorized by contract. [23-722](#)
16. Consider and take action on awarding contract for Grassing & Sodding (CL23-038) to Garden Depot Inc. of Lawton, OK for Options 3a, 3b and 4a. [23-673](#)
- Attachments:** [Abstract1.docx](#)
[CL23-038 Sodding & Grassing Bid Results](#)
[Award CL023-038 Letter 7-17-23](#)
[Financial Impact - AIC 23-673 Grassing & Sodding.pdf](#)
17. Consider awarding contract for (CL23-040) Emergency Generator Maintenance Contract to Elite Power Services, Inc., of Edmond, OK. [23-739](#)
- Attachments:** [Elite price sheet](#)
[Abstract1.docx](#)
[Dept. recommendation](#)
18. Consider extending contract CL22-037 Jail Food and Supplies with Stephenson Wholesale Co., Db a Indian Nation Wholesale of Durant, OK for an additional year. [23-772](#)
- Attachments:** [Award Letter + Contract CL22-037](#)
[Memo](#)
[Vendor Extension Form SIGNED](#)
[CL22-037 Jail Food & Supplies - Price List - Copy](#)
-

19. Consider approving appointments to boards and commissions.

[23-764](#)

Attachments: [Board Appointments- 08.22.23](#)

UNFINISHED BUSINESS:

20. 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.

[23-759](#)

BUSINESS ITEMS:

21. Hold a public hearing and adopt a resolution declaring the structures located at 502 SW H Avenue, 513 SW H Avenue, 714 SW Park Avenue, 805 SW 5th Street, 901 SW 7th Street, 906 SW I Avenue, 914 SW Summit Avenue, 927 SW 5th Street, 1206 NW Baldwin Avenue, 1210 SW Park Avenue, 1602 SW 19th Street, 1708 SW A Avenue, 2207 NW Pollard Avenue, 2326 NW Williams 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 and present an update on the number of structures that have been demolished compared to the number approved by voters in the 2020 CIP.

[23-698](#)

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

22. Hold a public hearing to consider approving a Resolution for an amendment to the 2030 Land Use Plan from Industrial & Public Facility to Public Facility, and an Ordinance for a change of zoning from the Temporary A-1 General Agricultural District to P-F Public Facilities District zoning classification for the property located at 2302 SW Bishop Road.

[23-778](#)

Attachments: [Ordinance No. 23-_____](#)
[Resolution No. 23-_____](#)
[Council Exhibits](#)
[CPC Minutes 7-13-2023](#)

23. Consider approving a resolution, to include any floor amendments, amending Resolution 23-17 and establishing a revised annual funding allocation for Hotel/Motel Tax Collections received by the City of Lawton.

[23-733](#)

Attachments: [Hotel Motel FYE 24 Distribution.pdf](#)
[RESOLUTION 24 - Red- Line.docx](#)
[Proposed Resolution 23-_____](#)

24. Contingent upon the passage of the proposed Hotel/Motel Resolution, consider approving an Agreement between the Lawton Fort Sill Chamber of Commerce and the City of Lawton, to include any floor amendments that may be made thereto, to fund activities by the Chamber designed to encourage, promote and foster tourism, including elements of economic development related thereto in the City of Lawton, and authorize the Mayor and City Clerk to execute the Agreement. [23-758](#)
- Attachments:** [Chamber Agreement](#)
[Chamber Agreement - Redlined](#)
25. Receive a report from the Streets and Bridges Committee regarding the priorities list for needed repairs and a maintenance program and take action as deemed necessary. [23-795](#)
26. Discuss the Elmer Thomas Park Conceptual Plan including the plan's alignment with the City's goals, coexistence with prairie dogs, RFP options for a swimming pool, swimming pool amenities, and a boardwalk, and take action as deemed necessary. [23-774](#)
- Attachments:** [ETP1v2](#)
[ETP2v2](#)
[ETP Swimming Pool Draft Plan WTI](#)
27. Discuss the lane assignment changes on SW Sheridan Road at Lee Blvd. and direct staff as deemed necessary. [23-761](#)
- Attachments:** [Southbound Sheridan Road Traffic Signals.pdf](#)
[Signal Striping Signage Plan 5.1.23.pdf](#)
[Southbound Sheridan at Lee 8.16.23](#)
28. Discuss the response of the police department to burglaries, calls, and any other police-related matter, and give direction to staff as necessary. [23-716](#)
29. Consider approving an ordinance pertaining to Finance and Taxation, amending Section 10-1-108, Article 10-1, Chapter 10, Lawton City Code 2015, by allowing the contract award period for public construction contracts to be extended up to one hundred twenty (120) days, providing for severability and establishing an effective date. [23-763](#)
- Attachments:** [120 DAY EXTENSION ORDINANCE](#)
30. Consider repealing Ordinance No. 23-20 and approving the correct Ordinance for a change of zoning from the R-1 Single-Family Dwelling District to C-1 Local Commercial District zoning classification for the property located at 2122 & 2124 NW Arlington Avenue. [23-706](#)
- Attachments:** [Ordinance No. 23- \(2122_2124 NW Arlington Ave\)](#)
-

31. Consider an ordinance pertaining to Personnel Policies and Procedures, amending Section 17-1-3-127, Division 17-1-3, Article 17-1, Chapter 17, Lawton City Code 2015, by clarifying a thirty (30) day notice is to be provided by executive level and council appointed employees, defining executive level employees, providing for severability and establishing an effective date. [23-742](#)

Attachments: [30 Day Notice Ordinance](#)

32. In accordance with the True North Culture Statement of doing everything for the citizens, consider approving an Ordinance that amends Section 7-12-2-1250, Article 7-12-2, Division 7-12, Chapter 7, Business, Lawton City Code 2015, by adding language that small-scale youth fundraising and entrepreneurial ventures not required to obtain a temporary use permit to operate lemonade stands and other similar enterprises, setting the requirements that the youth fundraising and entrepreneurial ventures to operate, adding language that a temporary laydown yard is permitted within any zoning districts as long as it is in conjunction with a construction project, setting the requirements for the construction yard, providing for severability, allowing for floor amendments and establishing an effective date. [23-780](#)

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

33. Consider approving a Resolution to amend Appendix A, Schedule of Fees and Charges, Lawton City Code, 2015, pertaining to Chapter 7, Business, by amending Article A-7-12 Temporary Structures and Uses. [23-782](#)

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

34. In accordance with the True North Culture Statement in doing everything for the citizens, consider approving an ordinance amending Sections 12-1-102, 12-1-103, 12-1-104, 12-1-106, and 12-1-107, Article 12-1, Chapter 12, Food and Food Establishments, Lawton City Code, 2015, by adding a definition of youth, adding youth fundraising and entrepreneurial ventures as an exemption to the requirements for food-service establishment permits and allowing for works to obtain an American National Standards Institute certification to get their food handlers card with the City, providing for severability, allowing for floor amendments and establishing an effective date. [23-781](#)

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

STAFF REPORTS:

35. Receive a report on the status of the FY2022 Audit. [23-777](#)
36. Receive a report on the CIPP Portal & AirBnB Status Update with Granicus [23-776](#)

37. Receive an update on the Clean City/ Clean Culture Motion. [23-717](#)

Attachments: [Clean City Clean Culture Motion.docx](#)
[Clean City Clean Culture](#)

38. Receive a staff report from Brent Baggett, Deputy Fire Chief regarding a new City of Lawton Severe Weather administrative policy. [23-735](#)

Attachments: [City of Lawton Severe Weather Policy. final](#)
[Severe Weather Policy Presentation](#)

39. Receive a report on the processes of abating tall grass and weeds in the City of Lawton. [23-783](#)

EXECUTIVE SESSION ITEMS:

40. Pursuant to Section 307B.4, Title 25, Oklahoma Statutes, consider convening in executive session to discuss the pending damage claim of YMCA and, if necessary, take appropriate action in open session. [23-749](#)

41. 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. [23-768](#)

42. 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. [23-775](#)

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."