



City of Lawton

City Council

Agenda

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

Tuesday, December 12, 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

PRESENTATION:

True North Award

Employee Spotlight Award: Donald Dawdy, Public Utilities

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 approving two (2) damage claims (recommended for approval) and resolutions authorizing payments for Ricardo Garcia-Segura in the amount of \$1,123.83, and Gwendolyn Baxter in the amount of \$2,185.23. [23-1088](#)

Attachments: [DC-2023-040-Garcia-Segura, Ricardo-Memorandum](#)
[DC-2023-040, Garcia-Segura, Ricardo-Resolution and Warrant of Attorney](#)
[DC-2023-042, Baxter, Gwendolyn-Memorandum](#)
[DC-2023-042, Baxter, Gwendolyn-Resolution and Warrant of Attorney](#)

2. Consider the following damage claims recommended for denial: Patricia Mickler in the amount of \$3,484.88, and John-Henry Reyes in an uncertain amount. [23-1089](#)
- Attachments:** [DC-2023-044, Mickler, Patricia-Memorandum](#)
[DC-2023-045, Reyes, John Henry-Memorandum](#)
3. In accordance with the True North Culture Statement by providing more efficient service to the citizens of Lawton, consider adopting a Resolution authorizing the Traffic Control measures with the installation of a STOP sign at: SW J Avenue west of SW 14th Street. [23-1058](#)
- Attachments:** [Traffic RESOLUTION .docx](#)
[TRAFFIC ISSUE REQUEST SW 14th and J Ave Stop Sign Request \(002\).docx](#)
4. Consider and take action approving the plans, specifications and authorize advertisement for construction of PU2308 Map 09 Waterline Rehabilitation Project. [23-1060](#)
5. In accordance with the True North Culture Statement as it pertains to providing a safe community, consider accepting of a grant in the amount of \$45,000.00 from the Office of Attorney General - State of Oklahoma for the purchase of License Plate Readers. [23-1064](#)
- Attachments:** [2024 Safe Oklahoma Grant Program Contract](#)
[Award Letter - Safe Oklahoma Grant](#)
[OMES-FORM-CP-004 \(4\) 32020 \(002\)](#)
[OMES-FORM-CP-021 \(4\) 32020](#)
6. Consider: (1) As per paragraph (A)(4)(a) of City Code Section 10-1-108, extending the contract award period to 120 days from the bid opening date for the 2017 Ad Valorem and Roads Program (Residential), Phase II-A - Project No. EN1707P2A, and (2) awarding the said construction contract to MTZ Construction Inc. [23-1077](#)
- Attachments:** [MTZ Contract .pdf](#)
[Bid Tab.pdf](#)
[Mutual Agreement for Contract Time Extension - EN1707P2A.pdf](#)
[Mutual Agreement for Contract Time Extension - EN1707P2A](#)
7. Consider extending contract CL22-015 Pest Control Services to Allstate Termite & Pest Solutions of Shady Point, OK. [23-1025](#)

8. Consider approving agreement with Cowan Group Engineering, LLC for the Professional Engineering Services and the Preparation of Contract Documents for the 'Street Reconstruction Project: Sheridan Road (1/2 mile south of Bishop Rd. to Lee Blvd), Project No. 2303. This is in accordance with the True North Culture statement by providing a more efficient service to the citizens of Lawton. [23-1080](#)
- Attachments:** [Sheridan Road - Bishop to Lee - Cowan Group Engineering 2023-11-29.doc](#)
9. Consider approving a new lease agreement for tenants leasing space located in the Lake Lawtonka recreational areas to include the area known as the School House Slough for calendar year 2024. [23-1100](#)
- Attachments:** [LAWTON LAKES RECREATIONAL AREA LEASE AGREEMENT 2024](#)
10. Consider and take action approving the plans, specifications and authorize advertisement for construction of PU2314 Medicine Park Water Treatment Plant (MPWTP) Filter Underdrain Replacement Project. [23-1095](#)
11. Consider directing staff to issue a Request for Proposals (RFP) for a comprehensive upgrade of the city's traffic signal control system. [23-1110](#)
12. Consider awarding construction contract to K&R Builders for Project EN2205 Construction of NE 29th St. Drainage Culvert and Appurtenances (M14-4) over Tributary to Wratten Creek. This is in accordance with the True North Culture Statement by providing a more efficient service to the citizens of Lawton. [23-1097](#)
- Attachments:** [20231129 EN2205 Bid Tabs.pdf](#)
[K & R - Bid Docs.pdf](#)
[Project EN2205 Award Recommendation.pdf](#)
[K & R Builders Contract for Project EN2205.pdf](#)
13. Consider ratifying an MOU between City of Lawton and the International Association of Fire Fighters Local 1882, modifying the Collective Bargaining Agreement for Fiscal Year 2023-2024 and 2024-2025. [23-1105](#)
- Attachments:** [Me Too MOU - December 2023 FINAL](#)
[Exhibit A MOU December 2023 July 2024 Salary Schedules](#)
14. Consider approving an amended budget and First Amendment to the Funding and Limited Support Agreement between the City of Lawton and the Lawton Youth Sports Trust Authority for FY 23-24, to expand the use of funding allowing for the lease and/or purchase of real property to be the site of the sports complex. [23-1113](#)
- Attachments:** [First Amendment](#)
-

15. Consider approving appointments to boards and commissions.

[23-1096](#)

Attachments: [Board Appointments- 12.12.23](#)

BUSINESS ITEMS:

16. Hold a public hearing to consider approving an Ordinance for a change of zoning from the C-1 Local Commercial District to C-5 General Commercial District zoning classification for the property located at 1421 NW 67th Street, Lawton, OK 73505.

[23-1081](#)

Attachments: [Location Map](#)
[Ordinance No. 23-__ with site plan](#)
[Application](#)
[Analysis](#)
[CPC Mailing Notice](#)
[CPC Newspaper Notice](#)
[Council Mailing Notice](#)
[Council Newspaper Notice](#)
[CPC Minutes 11-16-23](#)

17. Hold a public hearing to consider approving an Ordinance for a change of zoning from C-1 Local Commercial District to C-5 General Commercial District zoning classification with conditions for the properties located at 3402 NW Cache Road & 3403 NW Oak Avenue, Lawton, OK 73505.

[23-1082](#)

Attachments: [Council Mailing Notice](#)
[Ordinance No. 23-__ with site plan](#)
[Location Map](#)
[Application](#)
[Analysis](#)
[CPC Mailing Notice](#)
[CPC Newspaper Notice](#)
[Council Newspaper Notice](#)
[CPC Minutes 11-16-23](#)

18. Consider adopting a resolution approving the amended and restated redevelopment agreement by and among the City of Lawton, the Lawton Economic Development Authority, the Comanche County Industrial Development Authority, and Westwin Elements, Inc., and related supporting documents, for the development of a pilot facility and the prospective development of a large-scale refinery in the west side industrial park to refine cobalt, nickel, and other critical elements; approving indebtedness of the Lawton Economic Development Authority in the principal par amount not to exceed \$2,000,000.00 in obligations; waiving competitive bidding on the issuance of the notes issued in connection with obligations; and authorizing other matters relating thereto. [23-1091](#)

Attachments: [Resolution No. 23-18](#)
[Resolution No. 23-129](#)
[Council Res Approv Westwin Docs -LEDA Indebtedness-12.10.23F](#)

19. Receive schematic design presentation and consider approving Amendment No. 1 to the Standard Form of Agreement between the City of Lawton and C.H. Guernsey and Company to provide professional architectural and engineering services to design selected schematic design plan on Project PR2309 Elmer Thomas Park Aquatics Center. This is in accordance with the True North Culture Statement by providing a more efficient service to the citizens of Lawton. [23-1083](#)

Attachments: [PR2309 Contract Amendment No. 01.pdf](#)

20. Consider adopting proposed Council Policy 9-03 creating a system for assigning new tenants to camping vacancies located in the Lake Lawtonka recreational area known as the School House Slough to include the wet slips and dry stall storage spaces located at the city's lakes to include any floor amendments and take action as necessary. [23-1101](#)

Attachments: [COUNCIL POLICY 9-03](#)

21. Consider an ordinance that amends personnel policies and procedures Section 17-1-4-135, Division 17-1-4, Article 17-1, Chapter 17, Lawton City Code, 2015 by adding that if an employee is promoted or an applicant is hired for a position and they are under-qualified for that position, they would have one (1) year to attain the minimum requirements. If they have not attained the minimum requirements by the one (1) year deadline, their pay would not exceed eighty-five percent (85%) of the maximum salary for the position. The City Manager would have the right to grant exceptions. The change would not affect members covered by a Collective Bargaining Agreement and Council appointed positions; providing for severability and establishing an effective date. [23-927](#)

Attachments: [85% Pay Restriction Code and Gist](#)

22. Consider approving a Professional Services Agreement for Insurance Broker services with Higginbotham, or in the alternative take other action as may be appropriate, including the possible awarding of a professional services agreement to the other vendor submitting a proposal, Insurica, and authorize the Mayor to sign. [23-1087](#)

Attachments: [Higginbotham Consulting Agreement 2024](#)

23. Consider approving Council Policy 1-12, Citizen Social Media Policy, dated December 12, 2023 to replace Council Policy 1-12, Social Media User Policy dated January 24, 2018, including floor amendments. [23-1070](#)

Attachments: [City of Lawton Citizen Social Media Policy](#)

24. Consider approving an amendment to Council Policy 1-6 by including a requirement for agenda items involving expenditures to list the funding source and the funding source balance, after any proposed expenditure, and to state if the expenditure was budgeted. [23-1104](#)

Attachments: [Council Policy 1-6 12.7.23](#)
[Council Policy 1-6 12.7.23 TRACK](#)

25. Consider approving an Ordinance that amends Section 22-2-1-202, Article 22-2-1, Division 22-2, Chapter 22, Utilities, Lawton City Code, 2015, by clarifying the language that every building and structure meant for human habitation shall be connected to the public water and shall have an active water account, providing for severability, establishing an effective date, and allowing for floor amendments. [23-1079](#)

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

STAFF REPORTS:

26. Provide City Council with an update on the FY 2022 & FY 2023 Audit Process [23-991](#)

EXECUTIVE SESSION ITEMS:

27. Pursuant to Section 307B.4, Title 25, Oklahoma Statutes, consider convening in executive session to discuss the status of an ongoing investigation concerning pension calculations, and, if necessary, take appropriate action in open session. [23-1090](#)
28. Pursuant to Section 307B.4, Title 25, Oklahoma Statutes, consider convening in executive session to discuss the pending tort claim of Mark Long, and if necessary, take appropriate action in open session. [23-1103](#)

29. Pursuant to Section 307B.4, Title 25, Oklahoma Statutes, consider convening in executive session to discuss the pending tort claims of YMCA, filed on May 25, 2023 and October 13, 2023, respectively, and if necessary, take appropriate action in open session. [23-1112](#)
30. Pursuant to Section 307B.1, Title 25, Oklahoma Statutes, consider convening in executive session to review the employment of John Ratliff as City Manager, and in open session take other action as necessary. [23-1099](#)

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."