



MINUTES  
LAWTON CITY COUNCIL SPECIAL MEETING  
FRIDAY, APRIL 5, 2024 – 2:00 P.M.  
LAWTON CITY HALL  
212 SW 9<sup>TH</sup> STREET  
LAWTON, OK 73501  
COUNCIL CHAMBERS/AUDITORIUM

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Mayor Pro-Tem Warren called the meeting to order at 2:06 P.M. Notice of meeting and agenda were posted by the City Clerk's Office as required by law. Invocation was given by Allan Hampton, followed by the Pledge of Allegiance.

ROLL CALL

PRESENT: Mary Ann Hankins, Ward One  
Linda Chapman, Ward Three  
Allan Hampton, Ward Five  
Bob Weger, Ward Six  
Sherene L Williams, Ward Seven  
Randy Warren, Ward Eight

ABSENT: Stan Booker, Mayor  
Kelly Harris, Ward Two  
George Gill, Ward Four

ALSO PRESENT: John Ratliff, City Manager  
Tim Wilson, Acting City Attorney  
Tammy Branstetter, Sr Deputy City Clerk

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**BUSINESS ITEMS:**

1. Consider approving Amendment No. 1 and Final Change Order for Ellsworth Construction OKC, LLC DbA A-Tech Paving on Project PW2301 Citywide Pavement Rehabilitation and thereby accepting the project by releasing retainage and placing maintenance bond into effect.

Cecil Beisel, WSB Project Manager, introduced himself and provided background information on this item. A copy of Amendment No. 1 and Final Change Order for Ellsworth Construction OKC, LLC DbA A-Tech Paving on Project PW2301 Citywide Pavement Rehabilitation may be obtained from the City Clerk's Office upon request.

Beisel said his office oversaw this project, and he is here to answer any questions.

Beisel advised that Chris Serrano, Director of Municipal Services for WSB, had a prior engagement and was unable to attend the meeting today. He said Serrano sends his apologies for not being here.

MOVED by Hampton, SECOND by Williams, to approve Amendment No. 1 and Final Change Order for Ellsworth Construction OKC, LLC Dba A-Tech Paving on Project PW2301 Citywide Pavement Rehabilitation and thereby accept the project by releasing retainage and placing maintenance bond into effect. AYE: Hankins, Chapman, Warren, Hampton, Weger, Williams. NAY: None. MOTION CARRIED.

2. Consider awarding a construction contract to T&G Construction, Inc., for the 2024 Citywide Pavement Rehabilitation Project PW2304.

Beisel, WSB Project Manager for this project, provided background information on this item. A copy of the proposed construction contract with T&G Construction, Inc., for the 2024 Citywide Pavement Rehabilitation Project PW2304 may be obtained from the City Clerk's Office upon request.

Hampton said we did award the bid for this project to T & G Construction – now we are just approving the contract.

MOVED by Hampton, SECOND by Chapman, to award a construction contract to T&G Construction, Inc., for the 2024 Citywide Pavement Rehabilitation Project PW2304. AYE: Hankins, Chapman, Warren, Hampton, Weger, Williams. NAY: None. MOTION CARRIED.

3. Consider receiving a presentation and holding a discussion with staff and Garver, LLC regarding the scope of the 2050 Land Use Plan to discuss goals and issues facing the community, and provide direction to staff as deemed necessary.

Charlotte Brown, Planning Director, provided background information on this item. Brown said we recently signed a contract with Garver, LLC to do our update for the land use plan. Brown introduced James Walden, Urban Planning Leader for Garver, LLC, and his associate, Courtney Tannehill-McNair.

Walden gave a presentation regarding the scope of the 2050 Land Use Plan. A copy of this presentation may be obtained from the City Clerk's Office upon request.

Walden said he's been in town since Tuesday working on the kickoff for the first phase of the project. The Project Manager for this project will be Bryce Callies. Unfortunately, Callies could not attend the meeting today.

Walden said coordination has been set up for future meetings - a presentation will be given to our steering committee on May 16<sup>th</sup>. Walden said Callies will be intimately involved with this project going forward, and he has a very good pulse on the community.

Walden said he and Courtney are the two main planners involved with this project. Walden said he is based out of the Little Rock, AR office and Courtney is based out of the Fayetteville, AR office.

Walden said a staff kickoff meeting was held on Wednesday. At this meeting, we talked about our whole calendar for the entire project as well as our project management protocols.

Walden said the steering committee had a kickoff meeting on Tuesday evening, and a lot of good feedback was received.

Walden said we had a meeting with the City Planning Commission (CPC) just prior to the steering committee meeting on Tuesday.

Walden said the first deliverable you'll see with the existing conditions analysis is the Peer Community Report. In this report, we looked at how the six peer cities in Oklahoma, as well as how Wichita Falls, TX handle their comprehensive plans, to include when the plan was last updated and how large their planning staff is. Walden said it varied with each city. One of the things we looked at with this report is what the typical amendment process looks like for each city with regards to their comprehensive plans.

Walden said another thing they'll be doing is going through all the City of Lawton's existing plans (LURA plans, zoning code, subdivision regulations, the existing 2030 Land Use Plan, and the Metropolitan Transportation Plan) to get a good idea of where we're at.

Walden said they have been collecting data with the GIS base map. He and his staff have been going out this week to verify all these land uses to make sure the data is accurate. Walden said this has allowed them to get a very intimate look of the City of Lawton.

Walden said they will do a full demographic assessment and population projections in that demographic assessment. Walden said we tend to do population projections as population scenarios because you often get some variability with this.

Walden said they will also be looking at utilities, infrastructure and transportation. Walden said they are looking at the city's street maintenance and repaving program and budget and examining the typical lifecycle of a street to determine how long it could be before every street is repaved.

Walden said they will be presenting their existing conditions report to the steering committee and the CPC on May 16<sup>th</sup>.

Courtney Tannehill-McNair, Garver, LLC, said community engagement is one of her favorite parts of the project. She enjoys learning what the community wants for their city moving forward. Tannehill-McNair said we will have a very robust community engagement process, with multiple ways to collect feedback from people.

Tannehill-McNair said we will have an interactive GIS map where people can provide their comments regarding what they like and don't like.

Tannehill-McNair said we will also have a public input survey and information regarding project material, plans and data available to the public on the project website.

Tannehill-McNair said they will be doing key person interviews – these are interviews with people in the community who have special insight.

Tannehill-McNair said her favorite component of community engagement is the work they do with stakeholder groups.

Tannehill-McNair said they will prepare an outreach report that will be presented to the steering committee during a virtual meeting.

Tannehill-McNair said a visioning meeting will be held after the outreach week. During this meeting, they will examine all the public outreach information and information from the steering committee in an effort to determine what we want to see for the future of Lawton. During the visioning week, meetings will be held with the public, the steering committee, the CPC and possibly the City Council. Walden noted that some Council members are on the steering committee.

Tannehill-McNair said there are three target areas within the city that we'll be going into more detail with during the development phase. The 2<sup>nd</sup> Street corridor is a huge area that we need to focus on, as it is the gateway to the city.

After the visioning workshop, Tannehill-McNair said they will go into the heavy plan development phase. Tannehill-McNair asked Walden to share more information regarding this phase.

Walden said the importance of looking at target strategy areas is that these are places that would be able to influence the broader area if you had some type of catalytic action or specific policies in place. Target strategy areas have a unique character and unique needs.

Walden said during plan development, they will lay out in greater detail the critical parts of the plan's ideas and goals. Walden said the land use plan will have a full narrative that goes with it. Walden noted that there will be a quality of life and community image component with this. He said they will also have their transportation system recommendations – the Directions 2050 Plan will be incorporated.

Walden said he thinks the most critical component of the plan is dealing with the implementation plan, prioritization metrics and performance measures. He said the whole point of doing a plan is to achieve the goals of the plan. Walden said they will create an implementation plan roadmap that specifies and prioritizes specific actions to be taken. He said performance measures should be relatively easily trackable.

After developing the implementation plan, Walden said they will go through their last round of public input and plan finalization.

Walden said after we develop the plan, we will review the plan with staff to make sure the plan has been fine-tuned. Then, we will present the plan to the steering committee and solicit

feedback from the committee. After this, we will have a public open house to get feedback from the public.

Walden said they will take feedback from the public and the steering committee and revise the plan as needed. The final proposed plan will be presented to the CPC and the City Council for approval.

Chapman inquired about the timetable for this project from start to finish.

Walden said their goal is to be done by April of next year.

Chapman said she is so excited about the economic development that is coming to the community. She said we've worked very hard in getting these companies to come to town. However, there are some things that are lacking still that could be a detriment to getting people to move here – one of these is shopping. Chapman said she believes family friendly parks are also important when it comes to quality of life.

Walden agreed – he said it is critical to consider quality of life.

Hankins said we have a lot of citizens who focus on the negative. She asked Walden how they balance this out when they do their surveys.

Walden said this is one of the reasons why we do multiple forms of feedback and engagement. He said it's also always important to understand who you're engaging.

Williams said she is concerned about the lack of retail available in Lawton. She hears from citizens that they're going to Oklahoma City to shop at higher-end retail stores such as Dillard's.

Weger asked Walden what type of engagements they'd be looking at when it comes to engaging the citizens.

Walden said there will be an online public survey, the online GIS public input map, the key person interviews, stakeholder groups, public meetings and various workshops.

Weger said many of his constituents have approached him saying no one has ever surveyed or polled them. He asked how the message will get out to the citizens.

Walden said the best success we've had with citizen outreach was with social media. Walden said it's also important to personally tell people to show up to the public input meetings.

Tannehill-McNair said that asking people to come to City Hall can be a little intimidating. Part of community engagement means going to where the people are. She said they could have public meetings at other locations within the community.

Warren asked Walden if they have a budget for educating the citizens about the function of this study and the importance of plan.

Walden said this has been discussed with the steering committee, and they have the ability to do this.

Hampton asked Walden if they will be providing a prioritized list of things they think our city needs, to include Lawton’s need for a town center. He asked if funding for these projects will also be prioritized.

Walden said this is not a CIP. However, within the implementation roadmap and prioritization matrix, we will discuss funding options and availability. A budget will not be provided.

Hampton asked Walden if they will prioritize the needs of the community.

Walden said yes - the implementation roadmap will have a prioritization matrix associated with it.

Mayor Pro-Tem Warren thanked Walden and Tannehill-McNair for their presentation.

Hampton said we are interested in bringing more of a quality of life through building more family-oriented amenities.

Walden thanked the Council for the opportunity to work with them on this project.

No action was taken on this item.

## **ADJOURNMENT**

MOVED by Hampton, SECOND by Chapman, to adjourn the April 5, 2024, special meeting.  
AYE: Hankins, Chapman, Warren, Hampton, Weger, Williams. NAY: None. MOTION  
CARRIED.

There being no further business to consider, the meeting adjourned at 2:56 PM.

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STAN BOOKER, MAYOR

ATTEST:

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TAMMY BRANSTETTER, SR DEPUTY CITY CLERK