



# City of Lawton

## City Council

### Agenda

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

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Tuesday, December 3, 2024

6:00 PM

Lawton City Hall  
Council Chambers/Auditorium

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#### MEETING CALLED TO ORDER WITH INVOCATION AND PLEDGE OF ALLEGIANCE

"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."

#### ROLL CALL

#### PRESENTATION:

True North Award: Kobe Humble, Deputy City Clerk

Employee Spotlight Award: Michelle Crouse- Benefits Coordinator, Human Resources

Mayoral Citation: Joshua Smith

#### REPORTS: MAYOR/CITY COUNCIL

**AUDIENCE PARTICIPATION:** Lawton citizens who have completed a Request to Speak Form and wish to address business not listed on the agenda may step forward at this time.

To ensure compliance with the Oklahoma Open Meeting Act, the Mayor and Council will receive comments but will NOT engage in direct responses. However, they may refer matters to the appropriate department or individual for further consideration and follow-up action.

To participate, speakers must submit a Request to Speak Form to the City Clerk and reside within the Lawton city limits. Each speaker is allotted 3 minutes, with a maximum of 9 minutes per topic, and Audience Participation is limited to 30 minutes total. All participants are expected to follow the Rules of Decorum as outlined in Council Policy 1-6.

#### 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

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prior to action and considered separately.

1. Consider approving one (1) damage claim (recommended for approval) and authorizing payment for Aurora Navas in the amount of \$304.11. [24-2141](#)  
**Attachments:** [DC-2024-052, Navas, Aurora Memorandum](#)
  
2. Consider the following four (4) damage claims recommended for denial: Anna Boen in the amount of \$6,710.39, Joyce Richardson in the amount of \$7,979.78, Rafael Serrano in the amount of \$1,959.15, and Southwestern Bell dba AT&T in the amount of \$9,431.61. [24-2130](#)  
**Attachments:** [DC-2024-054, Boen, Anna Memorandum](#)  
[DC-2024-056, Richardson, Joyce Memorandum](#)  
[DC-2024-053, Serrano, Rafael Memorandum](#)  
[DC-2024-055, SWBell dba ATT Memorandum](#)
  
3. Consider adopting a resolution approving the joint petition settlement in the amount of \$23,328.00 and making payment in the workers' compensation claim of Kevin Hardzog. [24-2131](#)  
**Attachments:** [Hardzog WC Resolution](#)
  
4. Consider approving a resolution amending the City of Lawton FY25 Budget, as amended, by appropriating \$4,173.27 from the Special Revenue Fund to the Lawton Police Department's CID Travel and Training Account. [24-2129](#)  
**Attachments:** [12.03.24 Police Training Fund Resolution](#)
  
5. Consider approving a resolution amending the City of Lawton FY25 Budget, as amended, by appropriating \$2,000,000.00 to the Capital Improvement Projects Fund for the Rogers Lane I-44 to US-62 Lighting Project. [24-2135](#)  
**Attachments:** [12.03.24 Rogers Lane Lighting Resolution](#)
  
6. Consider approving a Professional Services Agreement for Insurance Broker Services with INSURICA Insurance Services, LLC. [24-2117](#)  
**Attachments:** [City of Lawton 2025 INSURICA Service Agreement 10 21 24 - Clean](#)  
[City of Lawton 2025 INSURICA Service Agreement Tracked](#)
  
7. Consider approving a request to enter into a memorandum of understanding with the Tillman County Sheriff's Office and the City of Lawton authorizing the utilization of the Lawton Police Department's Training Facility to train their new officers in the Council of Law Enforcement and Training's Basic Academy (CLEET) which has been authorized by formal board action. [24-2140](#)  
**Attachments:** [CLEET MOU - Tillman County Sheriff 2024](#)
  
8. Consider approving an agreement (statement of work) with CivicPlus for an initial term of 12 months in the amount of \$90,133.27 for agenda management software, open records request software, and a municipal website solution; said agreement may be renewed thereafter by mutual [24-2156](#)

agreement of the parties subject to an annual rate escalation.

**Attachments:** [Lawton OK - Bundle Quote 30-70 Billing with TIPS](#)

9. Consider a professional services agreement with FORVIS MAZARS, LLP (FORVIS) for the City's annual auditing services for FY 2023-2024, including the City's required single audit of expenditures from federal financial awards. [24-2160](#)

**Attachments:** [FORVIS MAZARS Contract 12.03.2024](#)

10. Consider extending contract CL24-009 Nuisance Abatement with Sonrise Adult & Teen Challenge of Cache, Ok [24-2145](#)

**Attachments:** [Department Recommendation](#)  
[Vendor Extension Form](#)  
[Original Contract](#)

11. Consider awarding a contract in the amount of \$1,917,525.00 to Southwest Water Works, LLC, for the construction of the Industrial Water Main Extension Phase II Project PU2412 to provide water service for additional growth in the industrial park area. [24-2164](#)

**Attachments:** [Recommendation of Award](#)  
[Bid Tabulation](#)  
[Contract and Bonds unsigned](#)

12. Consider ratifying the City Manager's decision to issue an RFP for Wastewater Treatment Operations. [24-2154](#)

13. Consider accepting EN2004A GMP No. 1 - Early Paving Package and HVAC and releasing the remaining portion of retainage on that phase of the project, thereby placing the Maintenance Bond into effect for that phase of the project. [24-2096](#)

**Attachments:** [0126a Maintenance bond pt2 recd 24.10.29](#)  
[EN2004A GMP1 PA11 RECOMMENDED](#)  
[City of Lawton Early Site Conditional Final Lien Release](#)

14. Consider and acknowledging receipt of permit number WL000016240810 for the construction of PU2412 West Industrial Water Main Extension Phase 2 Project from the Oklahoma Department of Environmental Quality. [24-2163](#)

**Attachments:** [Lawton\\_WL240810\\_Permit\\_KD\\_e](#)

15. Consider accepting the record drawings and maintenance bond for the offsite improvements modifying the traffic control system and adding a left turn lane on NW Sheridan Road, just south of NW Lake Ave, to serve the Braum's property located at 151 NW Sheridan and take appropriate action as deemed necessary. [24-2172](#)

**Attachments:** [Record Drawings Braums Sheridan Road](#)  
[Letter of Certification by Engineer](#)  
[Maintenance Bond with wrong effect date](#)  
[11.14.2024 CPC Minutes](#)

16. Consider approving the record drawings and maintenance bond for the 8-inch sanitary sewer line located on the west side of SW Brentwood Blvd, to serve a Dollar General located at 7010 SW Lee Blvd, Lawton, OK 73505, and take appropriate action as deemed necessary. [24-2175](#)

**Attachments:** [Dollar General As-Built Drawing Submitted 10-04-2024](#)  
[Maintenance Bond - Dollar General sewer line](#)  
[11.14.2024 CPC Minutes](#)

17. Consider a request to pay a fee in lieu of onsite stormwater detention for the residence located at 4975 SE 60th Street in the amount of \$383.80 [24-2181](#)

**Attachments:** [4975 SE 60th Street Fee-in-Lieu of Detention Request](#)  
[4975 SE 60th Street Site Plan](#)  
[4975 SE 60th Street Survey](#)  
[Site Review - 4975 SE 60th Street Fernandez House 2024](#)  
[SKM\\_C300i24112509260](#)  
[SM Memo - Fee-in-lieu of Detention 4975 SE 60th Street](#)

18. Consider authorizing the City Manager to designate Christine James, Planning Director, to act as the City of Lawton's agent to facilitate the purchase of easements required from the Commissioners of the Land Office for the Fisher59 project to be located in the Airport Industrial Park. [24-2169](#)

**Attachments:** [Esmt Application Commissioners of the Land Office](#)

19. Consider approving the Claims List for November 12, 2024 through November 26, 2024. [24-2170](#)

**Attachments:** [Claims List 11.12.24 - 11.26.24](#)

20. Consider approving appointments to boards and commissions. [24-2177](#)

**Attachments:** [Board Appointments- 12.03.2024](#)

#### **BUSINESS ITEMS:**

21. Consider holding a public hearing and approving an Ordinance pertaining to Planning and Zoning amending Sections 18-5-8-580 and 18-5-9-591, Division 18-5-8, Article 18-5, Chapter 18, Lawton City Code, 2015 by allowing P-F Public Facilities permitted uses within a C-1 Local Commercial District and within a C-2 Planned Neighborhood Shopping Center District, providing for severability, establishing an effective date and allowing for floor amendments if necessary. [24-2152](#)

**Attachments:** [P-F 18 5 7 571 Uses permitted.](#)  
[C-1 and C-2 Uses 18 5 8 580 Uses permitted.](#)  
[Ord 24-\\_\\_\\_\\_\\_ P-F within C-1 and C-2](#)  
[Ord 24-\\_\\_\\_\\_\\_ P-F within C-1 and C-2 CLEAN](#)  
[Executed Newspaper Notice PF Code Change](#)  
[11.14.2024 CPC Minutes](#)

22. Consider whether to approve the property owner to continue remodeling the structure located at 1708 SW A Avenue, per Section 6-1-1-108 Section D that states after 180 days the property will go back to City council for specific authorization by the Council. [24-2128](#)

**Attachments:** [Photos of Structure](#)

23. Discuss the previously declared dilapidated property located at 1303 NW Laird Avenue and provide direction to staff as appropriate. [24-2155](#)

24. Consider authorizing the expenditure of funds from Councilman Kelly Harris' Ward Fund for the purchase and installation of four (4) additional Flock cameras to be strategically located in Ward 2. The specific placement of the cameras will be determined by the Lawton Police Department, based on their assessment of the most effective locations for crime prevention and public safety monitoring. [24-2148](#)

25. Consider an ordinance pertaining to utilities, amending Section 22-1-2-115, Division 22-1-2, Article 22-1, Chapter 22, Lawton City Code 2015, relating to deposits by clarifying acceptable forms of deposits for utility service and adjusting the rate of commercial deposits for utility service, providing for severability and establishing an effective date. [24-2173](#)

**Attachments:** [Peer 6 Research Commercial Water Deposit](#)  
[Deposits - charges against deposit 22-1-2-115](#)

26. Consider a resolution amending Appendix A, Chapter A-22, Article A-22-1, Schedule of Fees and Charges, Lawton City Code, 2015 by including the utility and landfill deposits in the Fee Schedule. [24-2174](#)

**Attachments:** [UB Commercial Deposit RESOLUTION NO](#)

#### STAFF REPORTS:

27. Provide City Council with an update on the FY 2023 and FY 2024 Audit Process. [23-991](#)

28. Receive a report from the Lawton Police Department on the data and statistics related to violent and property crimes within the City of Lawton. [24-2149](#)

**Attachments:** [2018-2023 Lawton OK Violent Crime and Property Crime Data](#)

#### EXECUTIVE SESSION ITEMS:

29. Pursuant to Section 307B.4, Title 25, Oklahoma Statutes, consider convening [24-2153](#)

in executive session to discuss a pending action with Oklahoma Department of Environmental Quality concerning a Notice of Violation issued by ODEQ to the City on November 15, 2024, in relation to the City of Lawton Wastewater Treatment Facility, NOV No. S-11303-24-3, and, if necessary, take appropriate action in open session.

**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."