



City of Enid  
401 W. Owen K. Garriott Road  
Enid, Oklahoma 73701  
580-234-0400

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HISTORIC PRESERVATION COMMISSION

NOTICE OF MEETING

Notice is hereby given that the Enid Historic Preservation Commission will meet in regular session at 4:00 p.m. on the 6th day of June 2019, in the Lower Level Conference Room in the basement of the City Administration Building, located at 401 W. Owen K. Garriott Road, Enid, Oklahoma, and the agenda for said meeting is as follows:

- AGENDA -

HISTORIC PRESERVATION COMMISSION

1. CALL TO ORDER/ROLL CALL.
2. CONSIDER APPROVAL OF MINUTES OF THE REGULAR HISTORIC PRESERVATION COMMISSION MEETING OF MAY 2, 2019.
3. ADMINISTRATION.
  1. NONE.
4. CERTIFICATE OF APPROPRIATENESS.
  1. REMOVE FROM TABLE AND CONSIDER A CERTIFICATE OF APPROPRIATENESS TO INSTALL STUCCO AND PAINT WHITE AT 315 WEST OAK IN THE KENWOOD HISTORIC DISTRICT.
  2. CONSIDER A CERTIFICATE OF APPROPRIATENESS TO INSTALL A STORAGE SHED AT 1215 WEST MAINE IN THE WAVERLEY HISTORIC DISTRICT.
  3. CONSIDER A CERTIFICATE OF APPROPRIATENESS TO REPAIR THE BASEMENT WALL AT 1516 WEST CHEROKEE IN THE WAVERLEY HISTORIC DISTRICT.
  4. NONE.
5. ADJOURN.

# DRAFT

## MINUTES OF REGULAR MEETING OF THE HISTORIC PRESERVATION COMMISSION OF THE CITY OF ENID, OKLAHOMA, HELD ON THE 2ND DAY OF MAY 2019

The Historic Preservation Commission of the City of Enid, County of Garfield, State of Oklahoma, met in regular meeting in the Lower Level Conference Room of the Administration Building of the City of Enid, located at 401 West Owen K. Garriott Road in said city, at 4:00 P.M. on the 2nd day of May 2019, pursuant to notice given by May 1, 2019, to the Clerk of the City of Enid, and pursuant to notice thereof displayed at the entrance to the Administration Building of said city, in prominent view and which notice was posted prior to 4:00 P.M. on the 1st day of May 2019.

Present: Kingkini Arend; Christine Coffman; Whitney Hall; Jimmy Nicholas; Ronald Switzer

Absent: Todd Nahnsen; Taylor Venus

Also Present: Karla Ruther, Assistant City Planner

### **CALL TO ORDER/ROLL CALL.**

### **ADMINISTRATION.**

### **CONSIDER APPROVAL OF MINUTES OF THE REGULAR HISTORIC PRESERVATION COMMISSION MEETING OF APRIL 4, 2019.**

Motion was made by Jimmy Nicholas, seconded by Ronald Switzer to approve the minutes.

AYE: Kingkini Arend, Christine Coffman, Jimmy Nicholas, Whitney Hall, Ronald Switzer  
Passed

### **CONSIDER A CHAIRPERSON AND VICE-CHAIRPERSON FOR THE HISTORIC PRESERVATION COMMISSION.**

Motion was made by Whitney Hall, seconded by Kingkini Arend to appoint Christine Coffman as chairperson and Jimmy Nicholas as vice-chairperson.

AYE: Kingkini Arend, Christine Coffman, Whitney Hall, Jimmy Nicholas, Ronald Switzer  
Passed

### **CERTIFICATE OF APPROPRIATENESS.**

### **CONSIDER A CERTIFICATE OF APPROPRIATENESS TO INSTALL 2ND FLOOR RAILING AT 315 WEST OAK IN THE KENWOOD HISTORIC DISTRICT.**

Motion was made by Kingkini Arend, seconded by Whitney Hall to approve the Certificate of Appropriateness for the 2nd floor porch railing using 2 x 4 for the spindles and a 2 x 6 as the top rail.

AYE: Kingkini Arend, Christine Coffman, Whitney Hall, Jimmy Nicholas, Ronald Switzer  
Passed

**CONSIDER A CERTIFICATE OF APPROPRIATENESS TO REPLACE WINDOWS AND DOOR AT 315 WEST OAK IN THE KENWOOD HISTORIC DISTRICT.**

Motion was made by Jimmy Nicholas, seconded by Kingkini Arend to approve the Certificate of Appropriateness for the replacement windows and door as provided.

AYE: Kingkini Arend, Christine Coffman, Whitney Hall, Jimmy Nicholas, Ronald Switzer

Passed

**CONSIDER A CERTIFICATE OF APPROPRIATENESS TO INSTALL STUCCO AND PAINT WHITE AT 315 WEST OAK IN THE KENWOOD HISTORIC DISTRICT.**

Motion was made by Jimmy Nicholas, seconded by Ronald Switzer to table this item until the next meeting.

The Historic Preservation Commission discussed that stucco was not an appropriate covering for that type of house in the Kenwood Historic District. The Commission made suggestions of hardy board siding or vinyl siding. Mr. Rodriguez will make a decision and submit an application with that decision.

AYE: Kingkini Arend, Christine Coffman, Whitney Hall, Jimmy Nicholas, Ronald Switzer

Passed

**ADJOURN.**

Motion was made by Jimmy Nicholas, seconded by Whitney Hall to adjourn.

The meeting adjourned at 4:22 PM.

AYE: Kingkini Arend, Christine Coffman, Whitney Hall, Jimmy Nicholas, Ronald Switzer

Passed

**Meeting Date:** 06/06/2019

**Submitted By:** Karla Ruther, Assistant City Planner

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**SUBJECT:**

**REMOVE FROM TABLE AND CONSIDER A CERTIFICATE OF APPROPRIATENESS TO INSTALL STUCCO AND PAINT WHITE AT 315 WEST OAK IN THE KENWOOD HISTORIC DISTRICT.**

**BACKGROUND:**

The request concerns 315 West Oak. The structure is a Prairie School which is a contributing structure to the Kenwood Historic District constructed circa 1918. The applicant is requesting to install stucco siding.

Section 11-10B-20 D 3 c. States: “**Certificate of Review Procedure.**”

The Historic Preservation Commission will use the following criteria when reviewing the application. The commission shall determine whether the application complies with:

1. **The purpose and intent of the designation ordinance.**
2. **The degree to which the proposed work may destroy or alter all or part of a resource.**
3. **The degree to which the proposed work would serve to isolate the resource from its historic or architectural surroundings or would introduce visual, audible, vibratory, or polluting elements that are out of character with the resource and its setting, or that adversely affect the physical integrity of the resource.**
4. **The compatibility of the building materials with the aesthetic and structural appearance of the resource, including, but not limited to, the consideration of texture, style, color, or the components and their combinations of elements such as brick, stone, concrete, shingle, wood or stucco.**
5. **The compatibility of the proposed design to the significant characteristics of the resource, including but not limited to, the consideration of harmony of materials, details, height, mass, proportion, rhythm, scale, setback shape, street, accessories and workmanship.**

The commission will apply the criteria listed above, based thereon, shall approve or disapprove the certificate of appropriateness.

**RECOMMENDATION:**

Review and take appropriate action.

**PRESENTER:**

Karla Ruther, Assistant City Planner.

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**Attachments**

315 W Oak contributing  
C of A app for stucco siding

315 W. Oak- Unknown, c. 1909, CONTRIBUTING- This Prairie School home has a cross hipped roof with a slope chimney. The porch has ringed columns, and roof edges feature the slightly flattened, pagoda-style effect found on such homes. Originally a single family dwelling, this has now become a multiple family dwelling.





Planning & Zoning Department  
Chris Bauer, Planning Administrator  
[cbauer@enid.org](mailto:cbauer@enid.org)  
580-616-7217  
PO Box 1768, 401 West Garriott  
Enid OK 73702

## Certificate of Appropriateness Application

**(DUE to Community Development one week prior to Historic Preservation meeting)**

For Historic Preservation meeting dates visit <http://www.enid.org/index.aspx?page=369>.

1. Job Address: 315 W OAK ENID OK 73701

2. Legal Description of site: Lot 4 & E 5' of Lot 5 Block 28  
Kenwood

3. Owner's name: JULIO RODRIGUEZ

Address: 310 E WALNUT ENID OK 73701

Email Address: \_\_\_\_\_ Telephone: 580-231-9370

Cell phone number: 580-231-9370

4. Architect or Designer: \_\_\_\_\_

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

5. Contractor: JULIO RODRIGUEZ

Address: 310 E WALNUT Telephone: 580 231 9370

6. Use of Building (existing) \_\_\_\_\_

(proposed) \_\_\_\_\_

7. Class of Work: \_\_\_\_\_ New

\_\_\_\_\_  Addition

\_\_\_\_\_ Alteration for Adaptive Use

\_\_\_\_\_ Other Alteration

\_\_\_\_\_ Conservation or Stabilization

\_\_\_\_\_ Reconstruction

\_\_\_\_\_ Rehabilitation

\_\_\_\_\_  Restoration (paint) siding

\_\_\_\_\_ Demolition

8. Describe as accurately as possible existing type and condition of structure and portions of structure: EXISTING OLD SIDING WOOD ON BAD

CONDITION ALL AROUND THE HOUSE

9. Describe work proposed and reasons such work is necessary or desired: TAKE OFF

THE OLD WOOD AND PUT SOME NEW WOOD

AND CEMENT BOARD WIRE COVER WITH

STUCCO

10. Estimate of Valuation of Work: \$ 4000<sup>00</sup>

11. Date of original construction if known: \_\_\_\_\_

12. Dates and type of subsequent construction on same property if known: \_\_\_\_\_

13. Existing Floor Area: 46 By 44 square feet.

14. Estimate of project starting date: MAY 15 completion date: SEP 2019

15. Attached hereto, and made a part of the application, the following is submitted:

\_\_\_\_\_ A completed building permit application;

Two copies of the site plan drawn to scale and dimensions showing all property lines, existing and proposed structures, the location of the proposed construction, driveways, parking, landscaping, fences and other man-made natural features on the property.

\_\_\_\_\_ Two copies of the floor plan of all enclosed spaces showing windows, doors, 14 W etc. 28 By 68

\_\_\_\_\_ Recent photographs of the structure and property. 30 36 64 80

16. I hereby certify that all of the above statements and the statements contained in all exhibits attached hereto and transmitted herewith are true and correct with my best knowledge and belief. All provisions of the laws and ordinances governing this type of work will be complied with whether specified herein or not, the granting of the Certificate does not presume to give authority to violate or cancel the provisions of any other State or local law regulating construction or the performance of construction.

Julio Rodriguez  
(Signature of Owner or Authorized Agent)

04-23-2019  
Date

Application Accepted By: Karla Rether City of Enid, Oklahoma.

Date: 4/23/19

If you have any questions, please contact Community Development at (580) 616-7218  
THANK YOU!

**Meeting Date:** 06/06/2019

**Submitted By:** Karla Ruther, Assistant City Planner

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**SUBJECT:**

**CONSIDER A CERTIFICATE OF APPROPRIATENESS TO INSTALL A STORAGE SHED AT 1215 WEST MAINE IN THE WAVERLEY HISTORIC DISTRICT.**

**BACKGROUND:**

The request concerns 1215 West Maine. The structure is a Colonial Revival which is a non-contributing structure to the Waverley Historic District constructed circa 1910. The applicant is requesting to install a storage shed.

Section 11-10B-20 D 3 c. States: “**Certificate of Review Procedure.**”

The Historic Preservation Commission will use the following criteria when reviewing the application. The commission shall determine whether the application complies with:

1. **The purpose and intent of the designation ordinance.**
2. **The degree to which the proposed work may destroy or alter all or part of a resource.**
3. **The degree to which the proposed work would serve to isolate the resource from its historic or architectural surroundings or would introduce visual, audible, vibratory, or polluting elements that are out of character with the resource and its setting, or that adversely affect the physical integrity of the resource.**
4. **The compatibility of the building materials with the aesthetic and structural appearance of the resource, including, but not limited to, the consideration of texture, style, color, or the components and their combinations of elements such as brick, stone, concrete, shingle, wood or stucco.**
5. **The compatibility of the proposed design to the significant characteristics of the resource, including but not limited to, the consideration of harmony of materials, details, height, mass, proportion, rhythm, scale, setback shape, street, accessories and workmanship.**

The commission will apply the criteria listed above, based thereon, shall approve or disapprove the certificate of appropriateness.

**RECOMMENDATION:**

Consider the Certificate of Appropriateness.

**PRESENTER:**

Karla Ruther, Assistant City Planner.

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**Attachments**

Storage Shed  
Backyard 1215 W Maine



Site Plan  
Cert of Approp app

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Dwelling



NOT TO SCALE

Property Line

Property Line

51'

11X23 Wooden Platform

77'

8'X20" Plastic Molded Shed

5'

160sq, ft

14'

8'




10X10  
Shed

100sq, ft

3'

Alley Line

KEY

-  Current Property Plan
-  Proposed Shed Addition
-  Proposed Wooden Base

No Electric

No Plumbing



Planning & Zoning Department  
Chris Bauer, Planning Administrator  
cbauer@enid.org  
580-616-7217  
PO Box 1768, 401 West Garriott  
Enid OK 73702

## Certificate of Appropriateness Application

**(DUE to Community Development one week prior to Historic Preservation meeting)**

For Historic Preservation meeting dates visit <http://www.enid.org/index.aspx?page=369>.

1. Job Address: 1215 W. Maine Enid, OK 73703
2. Legal Description of site: Lot 7-8 Block 14 Waverley
3. Owner's name: LORETTA MUSICK  
 Address: 1215 W. Maine Enid OK 73703  
 Email Address: lfhma@yahoo.com Telephone: 580-603-2224  
 Cell phone number: \_\_\_\_\_
4. Architect or Designer: Pre made Will Assemble on site  
 Address: \_\_\_\_\_ Telephone: \_\_\_\_\_
5. Contractor: DUSTIN MUSICK  
 Address: 1215 W. Maine Telephone: 580-603-2224
6. Use of Building (existing) \_\_\_\_\_  
 (proposed) SHED
7. Class of Work:  New  
 Addition  
 Alteration for Adaptive Use  
 Other Alteration  
 Conservation or Stabilization  
 Reconstruction  
 Rehabilitation  
 Restoration (paint)  
 Demolition
8. Describe as accurately as possible existing type and condition of structure and portions of structure: NEW 8'x20' SHED (GARDEN) MOLDED PLASTIC
9. Describe work proposed and reasons such work is necessary or desired: Assembly OF SHED (STORAGE)

10. Estimate of Valuation of Work: \$ 3,000.00

11. Date of original construction if known: N/A

12. Dates and type of subsequent construction on same property if known: \_\_\_\_\_

13. Existing Floor Area: \_\_\_\_\_ square feet.

14. Estimate of project starting date: 6/2/19 completion date: 8/7/19

15. Attached hereto, and made a part of the application, the following is submitted:

A completed building permit application;

Two copies of the site plan drawn to scale and dimensions showing all property lines, existing and proposed structures, the location of the proposed construction, driveways, parking, landscaping, fences and other man-made natural features on the property.

Two copies of the floor plan of all enclosed spaces showing windows, doors, etc.

\_\_\_\_\_ Recent photographs of the structure and property.

16. I hereby certify that all of the above statements and the statements contained in all exhibits attached hereto and transmitted herewith are true and correct with my best knowledge and belief. All provisions of the laws and ordinances governing this type of work will be complied with whether specified herein or not, the granting of the Certificate does not presume to give authority to violate or cancel the provisions of any other State or local law regulating construction or the performance of construction.

[Signature]  
(Signature of Owner or Authorized Agent)

5/23/2019  
Date

Application Accepted By: Karla Ruthen City of Enid, Oklahoma.

Date: 5/28/19

If you have any questions, please contact Community Development at (580) 616-7218  
THANK YOU!

**Meeting Date:** 06/06/2019

**Submitted By:** Karla Ruther, Assistant City Planner

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**SUBJECT:**

**CONSIDER A CERTIFICATE OF APPROPRIATENESS TO REPAIR THE BASEMENT WALL AT 1516 WEST CHEROKEE IN THE WAVERLEY HISTORIC DISTRICT.**

**BACKGROUND:**

The request concerns 1516 West Cherokee. The structure is a Bungalow/Craftsman which is a contributing structure to the Waverley Historic District constructed circa 1920. The applicant is requesting repair the basement wall that is collapsing.

Section 11-10B-20 D 3 c. States: “**Certificate of Review Procedure.**”

The Historic Preservation Commission will use the following criteria when reviewing the application. The commission shall determine whether the application complies with:

1. **The purpose and intent of the designation ordinance.**
2. **The degree to which the proposed work may destroy or alter all or part of a resource.**
3. **The degree to which the proposed work would serve to isolate the resource from its historic or architectural surroundings or would introduce visual, audible, vibratory, or polluting elements that are out of character with the resource and its setting, or that adversely affect the physical integrity of the resource.**
4. **The compatibility of the building materials with the aesthetic and structural appearance of the resource, including, but not limited to, the consideration of texture, style, color, or the components and their combinations of elements such as brick, stone, concrete, shingle, wood or stucco.**
5. **The compatibility of the proposed design to the significant characteristics of the resource, including but not limited to, the consideration of harmony of materials, details, height, mass, proportion, rhythm, scale, setback shape, street, accessories and workmanship.**

The commission will apply the criteria listed above, based thereon, shall approve or disapprove the certificate of appropriateness.

**RECOMMENDATION:**

Consider the Certificate of Appropriateness.

**PRESENTER:**

Karla Ruther, Assistant City Planner.

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**Attachments**

Photos

Repair details  
Cert of Approp application

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# WRIGHT FLOOR LEVELING

412 N. IRVING                      PONCA CITY, OK 74601

PH: (580)762-9097              FX: (580)765-2286

[www.wrightfloorleveling.com](http://www.wrightfloorleveling.com)

May 23, 2019

TO: Hildabrandts

1516 West Cherokee

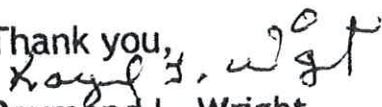
Enid, Oklahoma 73701

We purpose to lay a reinforced 8" block wall in front of the failing brick wall and put a new concrete footing to support the east wall of basement. All the details are shown on the drawing provided.

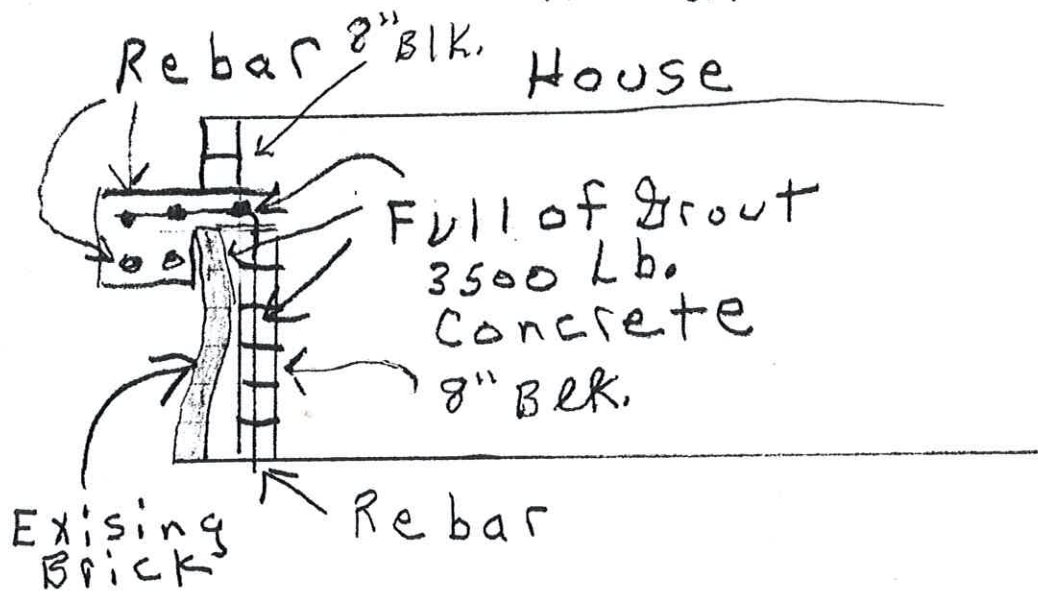
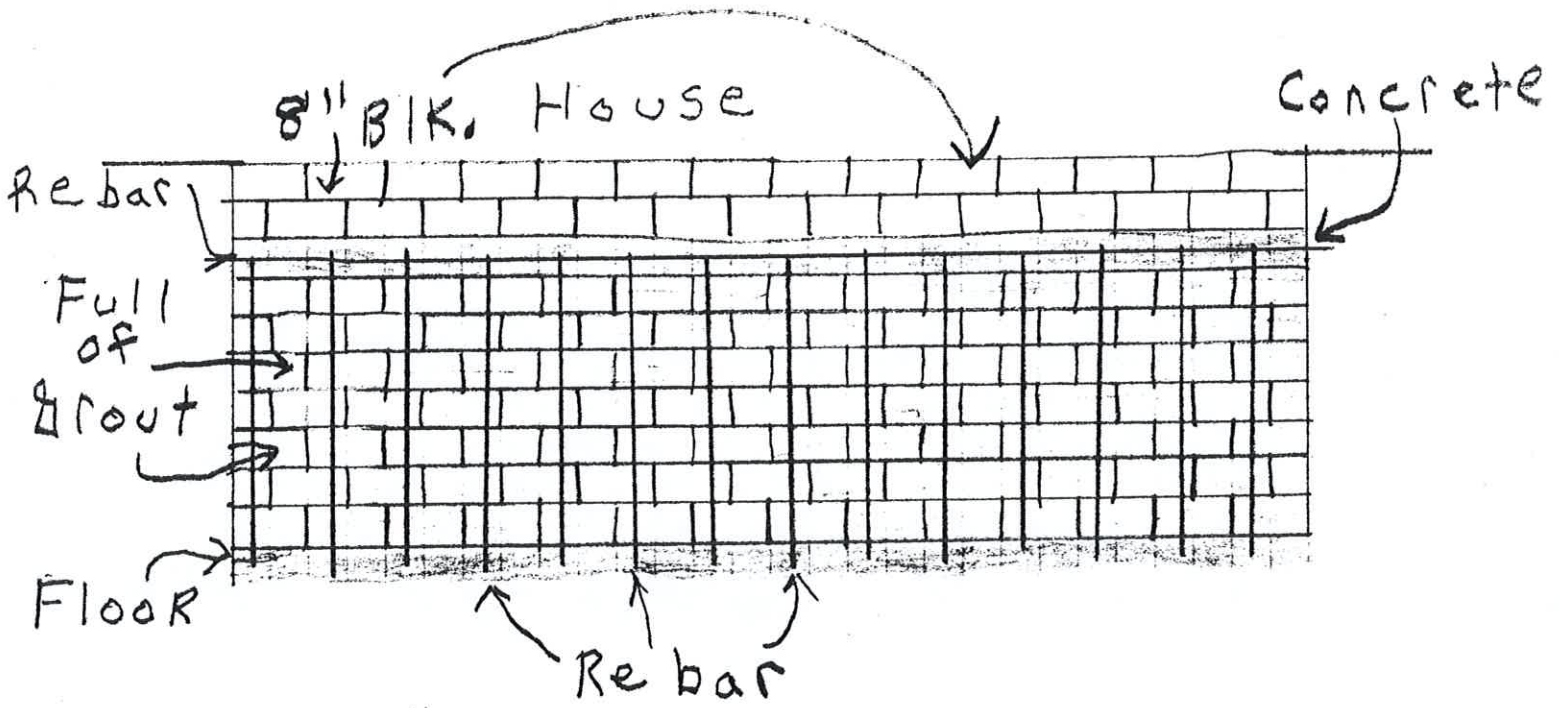
- Step 1. Clean basement of mud and extra brick.
- Step 2. Lay block up 56" high.
- Step 3. Support house.
- Step 4. Take down brick stem wall.
- Step 5. Dig and pour reinforced concrete footing.
- Step 6. Lay new block for stem wall to support house.
- Step 7. Clean up job and haul off debris.

Cost of this project:                      \$12,000.00

Thank you,

  
Raymond L. Wright

Wright Floor Leveling	Hildebrand	Not to scale
Prepared by Doug Wright		
	1516 W. Cherokee	



This agreement is made this May 22, 2019 by and between  
**Wright Floor Leveling**(hereinafter "Contractor")

And

Jeremy & Jennifer Hildebrand  
1516 W. Cherokee  
Enid, OK

#### **WITNESSETH**

The owner does hereby employ the Contractor to do all the work and provide all the tools, machinery, materials, labor and supervision necessary for the basement repair on the home, located at 1516 W. Cherokee, in Enid, OK, for the total sum of \$12,000.00. This includes all material and labor, in accordance with the specifications which are attached hereto as Exhibit 1 and expressly incorporated herein by reference and made a part hereof.

The Contractor shall commence the work to be performed within 1 day from the date of the Notice to Proceed, and shall complete the work within 15 days thereafter.

#### **Hold Harmless**

The Contractor agrees to defend, indemnify and hold the owner harmless from any liability or claim for damage because of bodily injury, death, property damage, sickness, disease or loss and expense arising from the Contractors' negligence in the performance of the construction Contract. Each Contractor and subcontractor is acting in the capacity of an independent Contractor with respect to the Owner. The Contractor further agrees to protect, defend and indemnify the Owner from any claims by laborers, subcontractors or material suppliers for unpaid work or labor performed or materials supplied in connection with the Construction Contract.

#### **Assignment of Contract**

The contractor agrees not to assign the Construction Contract without the written consent of the Owner.

#### **Change Orders**

The Contractor agrees not to make any changes in the schedule of work, design, or of the specifications without written authorization by the Owner.

#### **Lien Waivers**

The Contractor shall protect, defend and indemnify the Owner from any claims for unpaid work, labor or materials.

#### **General Guarantee**

The Contractor shall remedy any defect due to faulty material or workmanship and pay for any damage to other work resulting therefrom which shall appear within the period of one year from final payment

#### **Work Performance**

- 1) The Contractor shall protect all work adjacent to the Contract site from any damage resulting from the work of the Contractor and shall repair or replace any damaged work at his/her own expense.
- 2) The Contractor shall replace and put in good condition any existing conditions damaged in carrying out the contract.

- 3) The Contractor shall take all precautions to protect persons from injury and unnecessary interference or inconvenience.
- 4) The Contractor shall conduct his activities in a business like manner and adhere to the reasonable wishes of the Owner in relation to his working schedule.

**Condition of Premises**

The Contractor agrees to keep the premises clean and orderly and to remove all debris as needed during the hours of work in order to maintain work conditions which do not cause health or safety hazards.

**Use of Utilities**

The Owner shall permit the Contractor to use, at no cost, power and water necessary to the carrying out and completion of the work.

**Inspection**

The Owner shall have the right to inspect all work performed under this contract.

**Right to Stop Work**

If the Contractor fails to correct defective work or persistently fails to supply materials or equipment in accordance with the Contract Documents, the Owner may order the Contractor to stop the work, or any portion thereof, until the cause for such order has been eliminated.

**Payment Schedule**

Payments for work shall be as follows:

Down Payment(due upon start):                      \$6,000.00


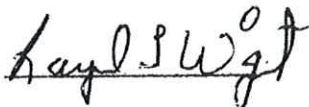
Balance(due when completed):                      \$6,000.00

IN WITNESS WHEREOF, THE OWNER AND THE CONTRACTOR HAVE EXECUTED THIS CONTRACT AS OF THE DATE FIRST WRITTEN ABOVE.

Wright Floor Leveling

Raymond L. Wright

Jeremy or Jennifer Hildebrand



Sign and E-mail back









Planning & Zoning Department
Chris Bauer, Planning Administrator
cbauer@enid.org
580-616-7217
PO Box 1768, 401 West Garriott
Enid OK 73702

Certificate of Appropriateness Application

(DUE to Community Development one week prior to Historic Preservation meeting)

For Historic Preservation meeting dates visit http://www.enid.org/index.aspx?page=369.

- 1. Job Address: 1516 W. Cherokee Ave.
2. Legal Description of site: Residence Lot 9 Block 8 Waverley 3rd
3. Owner's name: Jeremy Hildebrand
Address: 1516 W. Cherokee Ave.
Email Address: friarj78@gmail.com Telephone 580 402 4776
Cell phone number: same
4. Architect or Designer: Raymond Wright
Address: Telephone:
5. Contractor: same
Address: Telephone:
6. Use of Building (existing) residence
(proposed)
7. Class of Work:
New
Addition
Alteration for Adaptive Use
Other Alteration
Conservation or Stabilization of basement wall
Reconstruction
Rehabilitation
Restoration (paint)
Demolition
8. Describe as accurately as possible existing type and condition of structure, and portions of structure: NE wall in basement Caving in 15'
9. Describe work proposed and reasons such work is necessary or desired: support existing structure and construct New wall

10. Estimate of Valuation of Work: \$ 12,000.00

11. Date of original construction if known: C. 1920

12. Dates and type of subsequent construction on same property if known: \_\_\_\_\_

13. Existing Floor Area: \_\_\_\_\_ square feet.

14. Estimate of project starting date: June 6th, 2019 completion date: June 13th, 2019

15. Attached hereto, and made a part of the application, the following is submitted:

\_\_\_\_\_ A completed building permit application;

Two copies of the site plan drawn to scale and dimensions showing all property lines, existing and proposed structures, the location of the proposed construction, driveways, parking, landscaping, fences and other man-made natural features on the property.

\_\_\_\_\_ Two copies of the floor plan of all enclosed spaces showing windows, doors, etc.

↓ \_\_\_\_\_ Recent photographs of the structure and property.

16. I hereby certify that all of the above statements and the statements contained in all exhibits attached hereto and transmitted herewith are true and correct with my best knowledge and belief. All provisions of the laws and ordinances governing this type of work will be complied with whether specified herein or not, the granting of the Certificate does not presume to give authority to violate or cancel the provisions of any other State or local law regulating construction or the performance of construction.

Jeremy Alford  
(Signature of Owner or Authorized Agent)

5-28-19  
Date

Application Accepted By: Karla Ruther City of Enid, Oklahoma.

Date: 5/28/19

If you have any questions, please contact Community Development at (580) 616-7218  
THANK YOU!