

MINUTES
LAWTON ENHANCEMENT TRUST AUTHORITY
3rd FLOOR CONFERENCE ROOM CITY HALL
212 SW 9th STREET
MARCH 11, 2015

Jay Burk, Chairman, called the meeting to order at 3:00 p.m. in the 3rd Floor Conference Room. Notice of meeting and agenda were posted on the City Hall notice board as required by law.

ROLL CALL:

PRESENT: Burk, Jay; Dismuke, Bob; Hankins, Mary Ann; Morford, Bob; Smith, Addie (Entered Late); Sweeney, Kerry; Tennis, Michael

ABSENT: Ezerski, Barry.

OTHER PRESENT: Denise Ezell, City Clerk's Office; Kristin Huntley, Finance; Richard Rogalski and Tim Bennett, Planning; Billie Whipp and Keith Neitzke Park and Recreation; Anthony Griffith, Neighborhood Services.

BUSINESS ITEMS:

1. Reports

Burk stated we are going to start with the Eye Candy Awards updates.

G. Receive report on Eye Candy Awards Banquet and take action if necessary.

Whipp stated there was a total of 23 items for the silent auction. To date we have collected \$1,185 with outstanding invoices of \$566. Ezell and Griffith are working on 2 of the collections and we have invoiced the others. There was a total of \$1,761 in revenue from the auction.

Burk stated the gala went well with great reviews.

Sweeney asked do we have a final attendance count.

Whipp stated a total of 152 RSVP but there were several envelopes that wasn't picked up. I don't know the actual attendance.

Burk stated in the past we have had more awards and that brings more people.

Sweeney stated we need a wrap up meeting soon before details are forgotten.

Burk stated I believe people enjoyed mingling instead of sitting for 2 hours. Not having the video of the other pictures was a mistake. The 3 videos we had were great. I would like to say thanks to Whip and her staff for all their hard work.

Hankins stated I believe we need a Facebook page so we could post our pictures. Todd Bridges made the comment he didn't realize this event was of the magnitude that it was.

Sweeney stated the Legako's were blown away as to how nice it was.

Hankins stated so was Marilyn Crane.

Burks stated LETA YA would like to say thank you. They have 1 remaining meeting before those seniors move on. I have asked Kyle Roger to be the Ward 4 representative and I'm going to ask if she will help with LETA YA. We need a liaison between them and us.

Rogers stated I would love to help and I can also help with Facebook.

A. Receive Treasurer Report and take action if necessary.

Huntley stated there isn't a whole lot of change from last month. We have received some vender application fees for the Freedom Festival, Fresh Paint Days has had a couple of donations, we have claimed the hotel/motel money in the amount of \$29,103.80 and have claimed the court fees for October, November, December and January in the amount of \$13,284. On the profit and loss sheet you see the donation for LETA YA for the coat check, expenses for the website in the amount of \$29, and Chamber of Commerce membership in the amount of \$325. The next page is a breakdown of the gala. You have ticket sales, donations, silent auction, the expenses to Logan Walker, Mike Mazzo, and Advanced Printers. Total income was \$9,971 and expenses to date was \$8,173.63. So this year you came out a little ahead. Are there any questions.

Motion by **Tenis**, **Second** by **Morford**, to accept the treasurer's report. **Aye:** Dismuke; Hankins; Morford; Sweeney; Tennis; Burk. **Nay:** None. **Motion Passed.**

B. Receive report from Dennis Totte and take action if necessary.

Nothing

C. Receive report from Parks and Recreation, and take action if necessary

Whipp stated just so you are aware the Parks and Recreations Director position has posted and will be open until March 23rd. By next month there might be a new person representing Parks and Recreation.

Burk stated thank you.

D. Receive report from Public Relations Committee and take action if necessary.

Nothing

E. Receive Monthly Ward Update and take action if necessary

Nothing

F. Receive report from Website Committee and take action if necessary

Burk stated Ezell and I have been unable to get Safi to respond to our emails to give us the needed information to access the website.

Rogalski stated I have a meeting with her this week I'll see if she will give the information to me.

Sweeney asked what is it exactly that you are needing from her.

Burk stated she has all the passwords and the link needed to finish the website. We need to remove her from the account and add someone else.

2. New Business

A. Consider Approving Invoices, Requisitions, And All Other Submitted Materials For Payment and take action if necessary.

Huntley stated I have a check to Hatch & Croke for the income tax return in the amount of \$1000, Mike Mazzo for gala pictures, Advanced Printers for name tags, letterhead and envelopes in the amount of \$496, City of Lawton for February postage in the amount of \$23.55 and I need 2 checks to be retroactively approved for Logan Walker and Hilton Garden Inn.

Burk stated when we know of an event we need to have a blank PO up to a certain dollar amount so that we can make those payments immediately.

Rogalski stated you can authorize the Chairman and Executive Director to process invoices up to a specific amount and when the invoice comes in we can make payment.

Motion by Sweeney, **Second** by Hankins, to approve Invoices, Requisitions, And All Other Submitted Materials For Payment. **Aye:** Hankins; Morford; Sweeney; Tennis; Burk; Dismuke. **Nay:** None. **Motion Passed.**

B. Consider approving the minutes of February 11, 2015 and take action if necessary.

Motion by Morford, **Second** by Tennis, to approve the minutes of February 11, 2015. **Aye:** Hankins; Morford; Sweeney; Tennis; Burk; Dismuke. **Nay:** None. **Motion Passed.**

C. Consider Approving a Resolution for Loving Lawton and take action if necessary.

Rogalski stated basically this resolution creates a sub-committee called LovingLawton.com. This is a website with a group of individuals that really want to support

LETA and their projects. This allows the sub-committee to be created as long as it is chaired by a LETA member. They will manage a website that publicizes projects and allows donations to be made to a specific project. There will be a disclaimer that states if there is donated money to a project and after 6 month there aren't enough funds to complete the project the funds will be placed towards another LETA project. You will also be allowed to propose projects on the website. If the committee see a project is receiving a lot of support they can bring it before this Authority to approve as a project. This is a great link to the public and another source of communication. A link can be added to LETA's facebook that will take you directly to LovingLawton.com. The only requirements is the chairman be a LETA member and when money is donated it will go directly to LETA's account and earmarked for the project.

Morford asked will someone be tracking inappropriate remarks.

Rogalski stated there will be a web manager.

Rogers stated the thought was to give a voice back to the community. We want good publicity for the projects we complete, the existing facebook page and all the good stuff happening in Lawton. I am one of the managers of the facebook page so I will be in charge of taking care of the page.

Morford stated things like what was said about the animal shelter is inappropriate for this page. This is not an argument page. We are here to make things better. The page needs to be monitored regularly.

Rogalski stated reality is people are going to say things because they are bored and vicious. I believe sometimes there is value in the negative.

Burk stated most people who make the ugly comments do so because it is hidden and nobody know who is saying it. Facebook can be good and bad.

Hankins stated some people just hate the city just because.

Rogalski stated that is the great thing about this sub-committee it will be monitored. This is their passion and that is who you want doing this kind of thing.

Motion by Sweeney, **Second** by Tennis, to approve a Resolution creating LovingLawton.com. **Aye:** Morford; Smith; Sweeney; Tennis; Burk; Dismuke; Hankins. **Nay:** None. **Motion Passed.**

Burk stated now let's move to the addendum.

ADDENDUM BUSINESS ITEMS:

1. Consider electing a secretary to fill the vacant position and take action as necessary.

Motion by Burk, Second by Morford, to elect Kerry Sweeney as secretary. **Aye:** Smith; Sweeney; Tennis; Burk; Dismuke; Hankins; Morford. **Nay:** None. **Motion Passed.**

D. Consider and discuss Trash Off for 2015 and take action if necessary.

Griffith stated I'm asking for \$5000 again this year to help with the purchase of t-shirts. I'm also asking for \$7000 for the hazardous liquid waste disposal. The cost is \$25,000 and normally Goodyear pays the bill. We had some resistance last year and I offered that LETA was willing to do a cost sharing of up to \$7000. This is probably the most important thing we do at Trash Off. If it gets into the landfill there is a chance it could get into the ground and it would stay there forever. I hope that Goodyear will commit to paying the entire bill but if not I want to say we will do a cost share.

Dismuke asked what do you do with the material.

Griffith stated a professional disposal company comes in and handles all of it.

Burk stated we budgeted for the \$5000 but did not the \$7000.

Rogalski stated you are right the hazardous materials should not be going to the landfill or down the toilet but I want you to understand that our landfill takes steps to not contaminate the ground water. When you mix all those chemicals together in the ground you could start an underground fire and all sorts of bad problems so we don't want them in the landfill or down the toilet. This is a good service for the community.

Burk stated I hope we will volunteer again this year to help hand out t-shirts. I don't believe there is a better event in Lawton to help keep Lawton clean. This is a good event.

Dismuke asked are we going to sell trees again.

Burk stated not since we are in a drought.

Motion by Dismuke, Second by Tennis, to allow up to \$5000 for Trash Off t-shirts and up to \$7000 for hazardous liquid waste disposal. **Aye:** Sweeney; Tennis; Burk; Dismuke; Hankins; Morford; Smith. **Nay:** None. **Motion Passed.**

E. Discuss appointing Richard Rogalski as the Executive Director and take action if necessary.

Burk stated the City Manager is the one that wants this to happen so we would have staff to help keep us on track. He wanted to give us someone else but I asked specifically for Rogalski. He is in the know and believes in what we do. He is a great supporter.

Motion by Morford, **Second** by Hankins, to appoint Richard Rogalski to be the Executive Director of the Lawton Enhancement Trust Authority. **Aye:** Tennis; Burk; Dismuke; Hankins; Morford; Smith; Sweeney. **Nay:** None. **Motion Passed.**

Rogalski stated being the director of LURA, LEDA and Lawton Metropolitan Planning Organization and the secretary of CPC I do know what is going on. I'm also on the Fit Kids Committee and I believe LETA and Fit Kids are trying to do the same thing. I believe that is a partnership that could really broaden out.

Burk stated Rogalski and I are on a committee that will be hosting an event at the YMCA for MacArthur High School graduating seniors. It will be held the day of graduation. They will check in and be locked in until daybreak. There will be all types of activities and giveaways. LATS will provide transportation to and from the school or they can drive their own cars. Mustang does this and spends about \$50,000 on the event. Ten parents have agreed to be part of the committee. This event is part of the \$160,000 we will received from the tobacco settlement. We have budgeted \$10,000 and hope that LETA would be willing to match half. The other half would be raised in private donations. This is a pilot program this year and we hope to eventually hold this for all 3 schools.

F. Consider accepting a Honda Self-Propelled Mower from Keep Oklahoma Beautiful and take action if necessary.

Griffith stated I wrote an essay and submitted it to Oklahoma Beautiful and won a lawn mower. The mower is valued at \$400 to \$450 and I would like for LETA to take ownership of the mower.

Motion by Tennis, **Second** by Sweeney, to approve accepting a Honda Self-Propelled Mower from Keep Oklahoma Beautiful. **Aye:** Burk; Dismuke; Hankins; Morford; Smith; Sweeney; Tennis. **Nay:** None. **Motion Passed.**

Griffith stated I would like to give you an update on Fresh Paint Days. We have 27 applications and have raised \$16,000. Walmart is committed for another \$7500. I would like to purchase 40 more ladders and 4 power washers.

Morford asked do we have to go out for bids on those.

Rogalski stated we will follow the City's purchasing policy.

G. Consider approving an MOU between the City of Lawton Community Services Department and LETA and take action if necessary.

Rogalski stated this MOU will give you \$10,000 from Community Development for Fresh Paint Days. This projects benefits the same people that CDBG is trying to benefit and they are using your mechanism of Fresh Paint Days to provide assistance to those folks. This agreement states they are going to give us the money to be used for Fresh Paint Days.

Motion by Morford, **Second** by Sweeney, to approve an MOU between the City of Lawton, Community Services Department and LETA. **Aye:** Dismuke; Hankins; Morford; Smith; Sweeney; Burk. **Nay:** None. **Motion Passed.**

H. Consider approving a contract with Landmark Engineering for the site survey of the property located at 2nd & C Avenue and take action if necessary.

Rogalski stated at the last meeting you approved the architectural agreement but the survey was excluded from that agreement. Landmark is going to donate their services. This is to do the pictography, the boundary survey and drawings. The value of this contract is \$1,680.

Motion by Morford, **Second** by Dismuke, to approve a contract with Landmark Engineering for the site survey of the property located at 2nd & C Avenue. **Aye:** Hankins; Morford; Smith; Sweeney; Burk; Dismuke. **Nay:** None. **Motion Passed.**

3. Old Business

None

4. Announcements

Burk stated we have run across some issues with the well at the old coke plant.

Rogalski stated the first thing you have to do is cut the old pump head off and then place the impeller down the well casing. It goes all the way to the bottom of the well. Unfortunately they couldn't get the impeller out. It is jammed somewhere in the well. They didn't have the equipment to get it out so they will have to come back. They hope it is jammed at the top and not the bottom. If they can't pull it out they will weld a cover on it and it is done. Basically you can't use the hole. They are serious about their job and if it can be done these guys will get it done.

Burk stated depending on the quality of the water we want to use it in Elmer Thomas Park to fill the lake, for the spray park and other water features. If they can't use this well we will do a test well on the other side of the road. We are not doomed.

Rogalski stated this is just a road block and we will keep moving forward.

Dismuke asked what will a test well cost.

Burk stated I'm not certain but they aren't cheap.

Dismuke asked isn't it deep.

Rogalski stated that is the question. There is a report that it is an artesian well.

Burk stated first we need to find out the quality of the water.

Rogalski stated at the last meeting Bennett reported to you about a grass turf and you asked for additional information. He has found there are several ball fields that use the product. Here is a picture of a ball field that is 15 years old in Choctaw. They rave over it.

Burk stated I love their field. It is beautiful.

Bennett stated think about the use a football fields gets.

Burk stated on most turf you get black seeds in your shoes and you don't on this. If you were sitting in the stands you would think it was grass.

Rogalski stated LETA might want to use it in some of their projects.

Morford stated maybe at 2nd & C.

Burk stated that might not be a bad idea.

5. Adjournment

Motion by Dismuke, **Second** by Sweeney, to adjourn. **Aye:** Hankins; Morford; Smith; Sweeney; Burk; Dismuke. **Nay:** None. **Motion Passed.**