

MINUTES
LAWTON ENHANCEMENT TRUST AUTHORITY
3rd FLOOR CONFERENCE ROOM CITY HALL
212 SW 9th STREET
MAY 10, 2017

Jay Burk, Chairman, called the meeting to order at 3:45 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; Ezerski, Barry; Hampton, Allan; Smith, Addie; Sweeney, Kerry; Tennis, Michael.

ABSENT: Duffy, Andrew; Hankins, Mary Ann; Morford, Bob.

OTHER PRESENT: Kristin Huntley, Finance; Richard Rogalski, Planning; Jack Hanna, Park and Recreation; Denise Ezell, City Clerk's Office.

BUSINESS ITEMS:

1. Reports

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

Totte stated not all of the Hawthorne's on Lee Boulevard made it through the winter. I'll get an estimate of how many need replaced. You may want to replace them with dwarf yaupons. They can handle the weather a little better.

Burk stated we have lost almost all the crape myrtles and the ones we didn't are very small.

Totte stated some of those were bit again this year.

Ezerski asked was it the freeze? There are a lot of bushes all over town that are dead.

Totte stated there was one cold storm that got into the negative temperatures. A Hawthorne is actually a zone 7. We have planted them for years but the temperature got them this year.

Burk stated will you get us an estimate on the crape myrtles. I would like to see us change those.

Totte asked do you want a 7 gallon to make them uniform or replace everything with a 30 gallon.

Burk asked how many rings do we have.

Totte stated 59. My recommendation would be to replace with a 7 gallon on those that are smaller than 4'. It will be expensive to replace 60 crape myrtles with 30 gallon trees. You have the same thing on 11th Street. We are working on cutting those back.

Burk stated get us an estimate on both locations.

Totte stated in the next few weeks we will began to plant color. Then we will do the milkweed bed in Elmer Thomas Park.

Burk said let's move to Item C under new business.

C. Consider approving a sign for the butterfly sanction.

Ezerski asked where exactly is this going to be located.

Bennett stated we have 2 proposed locations. The milkweed needs to be sheltered from the north wind. We have a north and south location. Both have irrigation and a break from the north wind. It would be more visible at the south location in front of the museum.

Hanna stated we discussed using a location that has shelter from the north wind, water, parking and a sitting area so you could enjoy the area. Both the north and south location falls under this criteria.

Burk asked where is the north side.

Hanna stated just east of the Miracle League.

Burk stated we need to give it an opportunity to grow and I believe the north end would be better for that opportunity. The south end you have the possibility of vandalism.

Ezerski stated butterflies are delicate. I was in the Phoenix Botanical Gardens and they have a butterfly sanctuary with butterflies flying all over the place. Here is a picture of their sign with information about the monarchs and milkweed that I'll be using in my press release.

Sweeney stated since this is more functional to attract the butterflies and not beautiful I don't think it needs to be front and center.

Rogalski stated it is educational.

Burk stated the north end has everything we need and it isn't close to the road.

Dismuke asked aren't we doing more than one.

Burk stated we are going to start with one.

Hampton stated I like the north end.

Bennett stated here is a concept for the sign. I tried to make it appealing to adults and children. It has fun facts, migration patterns and information about the connection between the milkweed and monarchs. They use this type of sign on Fort Sill. It is post mounted with a frame around it. It is skinned with 16 gauge metal with a textured finish. The sign would be mounted on a slant board and covered with Plexiglas. The material stands up to the weather for about 5 or 6 years before it begins to fade.

Burk asked do you have a cost.

Bennett stated \$1289 and that includes installation.

Ezerski stated here is the picture of the one is Arizona. It has the story of the milkweed and the butterfly.

Totte asked will you need an irrigation quote for the bed space.

Burk stated yes. This is a really cool sign. Do we want to do this sign or something different? We can use this at our first location and do the one that Ezerski shared at the second location.

Dismuke stated I like it.

Ezerski asked what is the timeline.

Totte stated by the end of June.

Motion by Dismuke, **Second** by Ezerski, to approve the structure and wording for the butterfly sign located by the Miracle Field. **Aye:** Dismuke; Ezerski; Hampton; Smith; Sweeney; Burk. **Nay:** None. **Motion Passed.**

Burk stated there has been a lot of talk about Rogers Lanes and we have met in regards to replanting. We have all agreed it isn't a good idea to replant. It is a flood zone from Sheridan to 52nd Street and ODOT has rules as to how close to the highway you can plant. We have seen these concrete walls in a metal frame we thought might be a good idea. We could have different artist do a mural on each section and we would angle them all in different direction and height. We will have to get approval from ODOT to use them. Ron Jarvis would like to help with this project. I have also received calls about letting the grass grow back up in the area we just cleaned. Hanna is going to make certain the contractor takes care of this problem.

Ezerski asked are those expensive?

Burk stated I don't have an actual cost but they are not that expensive. A company in Marlow makes them.

Totte stated another good look is the slatted chain link.

Burk stated ODOT is responsible for the fence. Would you get an estimate on the sprinkler system at the Veterans Center? Dr. Bellino has worked there for 3 straight days and she needs help. Is there anything else for Totte? Thank you.

B. Receive Treasurer Report and take action if necessary.

Huntley stated starting with the balance sheet you see under the committed funds I have added the milkweed project. I added a line item for the sidewalk project. The main account is up due to the hotel/motel money. At the end of last month the balance was \$130,718.70. On the next page you see the hotel/motel money. I tried to get all of it but they wouldn't allow us to do so since it was just April. We will have to wait until it gets closer to June 30th.

Burk stated I'll give Ihler a call about this.

Hunter stated interest income for March and April was \$16.47 and miscellaneous donations was due to playing with the PayPal account. Under expenses is advertising and promotion for the billboard for the March and April, LETA beautification was 2 invoices from L&L Sprinkler for the lights at City Hall, professional fees was an invoice for the downtown park design, Trash Off were the expenses Leach talked about last month and Yard of the Month awards for 7 months. Under the custodial account income for Freedom Festival was vendors and sponsorships and Sidewalk Project were donations for bricks. Under expenses Freedom Festival was a refund to one of the vendors. On the revenues and expenses sheet you see the hotel/motel money, municipal fines through January and interest through April. Under expenses we came out a little ahead on Trash Off and Advertising and Promotion has 2 more months left so we should come out a little ahead. Everything else is unchanged. On the next page under Projects Pending I added the milkweed project under beautification and there were no other changes and no changes to the last page.

Rogalski asked what about Lawton High.

Ezell stated they haven't submitted their invoice.

Burk asked are there any questions about the report.

Motion by Dismuke, **Second** by Ezerski, to accept the treasurer's report. **Aye:** Ezerski; Hampton; Smith; Sweeney; Burk; Dismuke. **Nay:** None. **Motion Passed.**

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

Hanna stated we are in full swing with mowing. We are averaging 8 to 10 parks a day. We are getting ready for Arts for All this week. The 3 trash cans that were on back order should be here anytime and they are working on the splash pad.

Burk asked what is the completion date of the splash pad.

Hanna stated 4 to 5 weeks if everything goes okay. They will start on Rogers Lane tomorrow. This is our busy time of the year and we are hitting the ground running.

Burk stated you are doing a great job. These things don't happen without good leadership.

Hampton asked what about the cameras.

Hanna stated we have had to reschedule 4 times due to weather. The cemetery is up and running and we are trying to get the ones in the park going.

Rogalski asked have you looked at the pictures from the cemetery.

Hanna stated not yet.

Burk stated thank you.

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

Ezerski stated LETA will be featured in the Chamber's annual guide for their beautification efforts. I did an interview and proofed the story. It was very nice. I'll do a press release on Monday about the milkweed.

E. Receive Monthly Ward Update and take action if necessary.

Hampton stated we are to meet with the school board on Tuesday about Ron Stephens Stadium. Their engineering estimate was around \$3 million. They would like to redo the whole stadium. Kent Jester is now on the Historical Commission and we believe this is a positive move for the stadium.

Rogalski stated we are trying to get back to what we originally started with. They have an architect involved and they are very anti historical preservation. It is a bit of a mess and all we can do is try and wade through it. At least the school board is talking about it and has some interest. Every month and year that goes by you are getting further and further from this being feasible.

Hampton stated the original purpose was to fix the fence that has been this way for 10 years. Another issue I have is people dumping stuff by the dumpsters. When we clean it up they want to charge you at the dump. Is there a remedy.

Burk stated take your water bill with you and they won't charge you.

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

Burk stated I want to say thanks for the work you have done with Facebook. It looks great.

Hampton stated I've done some work on the webpage and I need to get more information on there. We will be adding the landscape ordinance so someone can download it.

Burk stated we need to add something about the twice a year cleanup, maybe a calendar and a link to the city's website.

Rogalski stated it needs to be the citywide calendar. LETA doesn't have enough events. There is a link on the city's website that goes to LETA's website but it might not be as focused as you would like.

Burk stated we need to show our membership and when we have a vacancy.

G. Receive report from Neighborhood Services.

Not Available

2. New Business

A. Consider approving invoices, requisitions, and all other submitted materials for payment.

Huntley stated I have 2. One is to L & L Sprinkler \$978.70 and CH Guernsey \$2,913.00. L & L is for the ground lighting and Guernsey is for the 2nd & C Park.

Motion by Ezerski, Second by Sweeney, to approve all invoices, requisitions, and all other submitted materials for payment. **Aye:** Ezerski; Hampton; Smith; Sweeney; Burk; Dismuke. **Nay:** None. **Motion Passed.**

B. Approve the minutes of April 12, 2017

Motion by Ezerski, Second by Sweeney, to approve the minutes of April 12, 2017. **Aye:** Hampton; Smith; Sweeney; Burk; Dismuke; Ezerski. **Nay:** None. **Motion Passed.**

D. Yard of the Month for May.

Burk stated we have 2 homes to choose from today. First is 901 Arlington and 606 Summit.

Motion by Hampton, Second by Dismuke, to approve 606 Summit for May Yard of the Month. **Aye:** Smith; Sweeney; Burk; Dismuke; Ezerski; Hampton. **Nay:** None. **Motion Passed.**

3. Old Business

A. Consider directing staff to make application for assistance from the University of Oklahoma Institute for Quality Communities and further direct the nature of the assistance to be requested.

Rogalski stated I think we may want to wait on this until next year. We are involved in several projects right now.

Motion by Ezerski, **Second** by Sweeney, to table. **Aye:** Smith; Sweeney; Burk; Dismuke; Ezerski; Hampton. **Nay:** None. **Motion Passed.**

B. Consider directing staff to make application for Innovations Award given by OML.

Rogalski stated I like the lake Helen project but I believe that Fresh Paint is very unique and we have the soldiers involved. This would probably be our strongest application.

Motion by Sweeney, **Second** by Ezerski, to direct staff to make application for assistant from the University of Oklahoma Institute for Quality Communities by using the Fresh Paint Days project. **Aye:** Smith; Sweeney; Burk; Dismuke; Ezerski; Hampton. **Nay:** None. **Motion Passed.**

ADDENDUM

BUSINESS ITEMS:

A. Consider approving the purchase of a camera to be used by the Community Relations Director for promotional photographs for LETA and the City of Lawton.

Rogalski stated I spoke with Vrska about helping with LETA's publicity. In order for her to help us she needs a camera.

Burk asked do you want a camera or a go pro. With a go pro you can downstream to Facebook, take videos, still pictures and do all of this underwater. How much is the camera you are looking at.

Vrska stated around \$500. I'm in favor of a traditional camera.

Burk stated I'm fine with that. You are the one using it.

Vrska stated I think this could be really beneficial. I could photograph the Yards of The Month or whatever you need. They will be high quality photos verses your cell phone.

Rogalski stated so you know she will be using the camera for the city and not just LETA.

Burk asked what do you use to live stream.

Vrska stated my cell phone.

Rogalski asked does a camera do videos.

Vrska stated yes.

Burk stated I want you to have something you can use at all the time. If you are willing to help us we are willing to help you.

Motion by Burk, **Second** by Hampton, to allow spending up to \$1000 for camera/video equipment. **Aye:** Smith; Sweeney; Burk; Dismuke; Ezerski; Hampton. **Nay:** None. **Motion Passed.**

4. Announcements

None

5. Adjournment

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