

MINUTES
LAWTON ENHANCEMENT TRUST AUTHORITY
3rd FLOOR CONFERENCE ROOM CITY HALL
212 SW 9th STREET
MAY 13, 2015

Mary Ann Hankins, Vice-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: Dismuke, Bob; Duffy, Andrew; Ezerski, Barry; Hampton, Allan; Hankins, Mary Ann; Morford, Bob; Rogers, Kyle; Smith, Addie; Sweeney, Kerry; Tennis, Michael.

ABSENT: Burk, Jay.

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

BUSINESS ITEMS:

1. Reports

A. Receive Treasurer Report and take action if necessary.

Huntley stated looking at the first page you see I have added a line for Project Graduation. This account started with \$5000 and is down to \$3900. On the next page under income we received the gala check from Bedrock and we are still waiting on some silent auction money.

Ezell asked have you heard anything from the two at Ft. Sill.

Griffith stated we need to write those off.

Huntley stated okay. We have received a little over \$6000 for vender fees, sponsorships from City National, Joanna Maples and Fort Sill Apache Tribe for Freedom Fest. We also received \$2000 from Walmart for Fresh Paint Days. Under expenses you have the domain fee for GoDaddy, the donation to the Eagle Scout for \$4500, signs for the gala to Sign Dynamics, Project Graduation for the hypnotist and inflatable's, Fresh Paint Days supplies, and the rental fee for the billboard for the months of February and March. You also see we received a little interest this month. Are there any questions.

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

Hankins stated let me apologize we have some new members and we would like to welcome you.

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

Hankins stated he isn't with us today.

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

Neitzke stated we have a new Parks and Recreation Director, Jack Hanna. He is in another meeting and will be here shortly.

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

Hankins stated we have nothing to report this month.

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

Hankins asked do we have any updates. It is time for Yard of the Month. Did anyone bring any pictures? We need to bring pictures next month so we can pick Yard of the Month for April, May and June. We ask that each member bring pictures of yards from their Ward they feel are deserving to win Yard of the Month. The winner receives a \$100 gift certificate to Bedrocks and a nice sign to be placed in their yard for a month. The paper usually does an article on the owners and the yard. We will choose a Yard of the Year from the 7 yards and honor them at the gala.

Rogers asked what happens to a business that has won but is now not taking care of their business.

Hankins stated we have not dealt with that situation.

Neitzke stated Hanna just walked in and I would like to introduce him to the Authority. This is Jack Hanna and he is the new Parks and Recreation Director.

Hankins stated welcome and nice to have you here.

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

Rogalski stated we are live. Hampton really carried the ball on this project. It actually looks good and is a nice website. We purchased keepawtonbeautiful.com, keepawtonbeautiful.net and keepawtonbeautiful.org so that no one else can have those domains. It is active and ready to go.

Hampton stated I spoke with Brian White and he stated when you purchased the website you didn't want to pay extra to have the website look right on mobile devices. I asked if it was

possible to add this feature and he stated they couldn't do it. I have a friend in California that probably can take the content and rewrite it to make it work. The problem is they have the tools to fix this web page and I'm not sure if when they update it if we will have to fix the problem again.

Rogalski stated bottom line is there is an issue but we are still researching it. It is better to be live and imperfect than not to be live. The next step is to get the Pay Pal account tied to the page so people can donate. There are some issues with our Pay Pal account and once we have those corrected we will tie it to the website. Donations will be made to certain projects and we need to track where the money belongs and I believe the way to do this is through the email. We still have some work to do but you do have a live web page.

Sweeney asked who is going to monitor the website for nominations and donations.

Rogalski stated I believe it will go to Ezell.

Hankins stated that is great.

Rogalski stated our next thought is a Facebook page.

Rogers stated I don't mind helping out with a Facebook page.

Ezerski stated we need to publicize the website on the billboard with the Yard of the Month.

Rogalski stated I don't believe there is a good tie between Keep Lawton Beautiful and LETA. We need to make certain to tie the two together so people will realize they are the same entity. I know you want to move towards Keep Lawton Beautiful but everyone knows you as LETA.

Ezerski stated I think the website needs a heading for Yard of the Month.

Hankins stated I agree.

Hampton stated there are some organizational things that will need to be redone.

Hankins stated it will be easier to look at the website to see what changes need to be made rather than looking at it on paper.

Hampton stated we can make as many pages as we want under a heading but we are limited to how many navigational tabs we can have.

Rogers asked do updates have to be submitted to the company.

Rogalski stated no. We can make changes ourselves.

Smith asked who owns the website.

Hampton stated LETA.

Hankins stated this is great and thank you.

2. New Business

A. Consider approving invoices, requisitions, and other submitted materials for payment and take action if necessary.

Huntley stated there are several invoices that need to be approved retroactively. Comanche Home Center for \$4,114.12, Monkey Biz Signs for \$1300, Stanton Screen Printing for \$3,973.75, Little Caesars for \$275.50, another to Comanche Home Center for \$4,080.30, GoDaddy for \$153.47 and Freedom Fest t-shirts for \$450.00. Checks to be approved today are Cindy Barns for Project Graduation postage for \$245.00, Sasseen Reality for billboard rental for the months of April and May for \$600.00 and Stanton's for Trash-Off t-shirts for \$4,418.75.

Motion by Ezerski, Second by Tenis, to approve invoices, requisitions, and other submitted materials for payment. **Aye:** Duffy; Ezerski; Hampton; Hankins; Morford; Rogers; Smith; Sweeney; Tenis; Dismuke. **Nay:** None. **Motion Passed.**

B. Consider approving the minutes of April 8, 2015.

Motion by Sweeney, Second by Dismuke, to approve minutes of April 8, 2015. **Aye:** Ezerski; Hampton; Hankins; Morford; Rogers; Smith; Sweeney; Tenis; Dismuke; Duffy. **Nay:** None. **Motion Passed.**

C. Consider approving a resolution allowing payments to be made by the Chair or Executive Director to projects and take action if necessary.

Rogalski stated this resolution will allow the Director or Chairman to approve payment to projects LETA has approved with a maximum single payment of \$1500. With the passing of this resolution LETA can make timely payments.

Motion by Dismuke, Second by Sweeney, to approve Resolution 15-02 to allow payment to be made by the Chair or Executive Director to projects. **Aye:** Hampton; Hankins; Morford; Rogers; Smith; Sweeney; Tenis; Dismuke; Duffy; Ezerski. **Nay:** None. **Motion Passed.**

D. Consider amending the motion of Trash Off to say "up to \$5,000.00 towards Trash-Off expenses" and take action if necessary.

Hankins asked what did the original motion stated.

Rogalski stated t-shirts. Changing the motion will allow Griffith to spend the \$5000 on any Trash-Off expense.

Motion by Sweeney, **Second** by Ezerski, to amend the previous motion to say up to \$5,000.00 towards Trash-Off expenses. **Aye:** Hankins; Morford; Rogers; Smith; Sweeney; Tennis; Dismuke; Duffy; Ezerski; Hampton. **Nay:** None. **Motion Passed.**

3. Old Business

A. Receive update on Fresh Paint Days and take action if necessary.

Griffith stated I'm going to start with Trash-Off. Goodyear will be paying for the hazardous waste. This is good news. Weather permitting the event is a week from Saturday. I'll be doing a PSA tomorrow morning at 7:45 a.m. and would love for any of you to join me. Fresh Paint Days has been rescheduled to August 6th due to the rain. Originally we had 420 volunteers and now we expect another 120. We had 34 homes we were going to paint and I hope to have 50 by August. LETA has now acquired about \$11,000 in fixed assets and I have given a list of those assets to finance. Thanks to Parks and Recreation we have a warehouse to store everything. I'm in the process of raising about \$10,000 to purchase a 25' enclosed trailer for Fresh Paint Days and if awarded this would be another LETA asset. I have applied for several on-line grants for Fresh Paint Days.

Rogalski stated when the money is received LETA would have to approve the purchase of a trailer.

Griffith stated I still have the check for the pizzas and it will be used on August 6th.

Hankins asked will you provide us a list of address for the homes in our Ward so we can go by and visit.

Griffith stated yes.

Hankins stated we would encourage everyone to visit the homes in your Ward and to compliment the soldiers for taking their time to help.

Griffith stated I have contacted several non-profit organizations who are willing to paint 1 house in their neighborhood. They will provide the labor and we will provide the materials.

Rogalski stated this would be like the grants you give for landscaping but it would be for painting.

Hankins stated that takes it back to the community which is what we really want to do.

Griffith stated I think we will be able to fund this project from outside donations.

Hankins stated good job. Thanks.

ADDENDUM

BUSINESS ITEMS:

1. Consider approving a request to fund Fishing For Food.

This item was stricken.

4. Announcements

Smith asked do you have a taxed exempted letter available for us to use.

Hankins stated Ezell does. Just let her know how many you need. Since we didn't introduce Duffy at the beginning I would like for him to tell us a little about himself.

Duffy stated I'm Andrew Duffy and I am employed at Fort Sill with MWR. I have been a Lawtonian for 27 years. I grew up on the east side and attended MacArthur and Cameron. Since I have lived my whole life here I have a passion for making Lawton a place we all want to live and work. Also I'm the president and spokesperson for Leadership Lawton this year. I have a 4 month old baby boy and I enjoy spending time with him. If you have any tips to bring me up to speed I would certainly appreciate it.

Hankins stated it is good to know that our Lawton people are coming back and not leaving.

Rogers stated I want to pass this around. We will be doing "Open Streets" June 6th. We talked about downtown being a focus area for LETA with some beautification projects and this is a big social event to bring some awareness to downtown.

Rogalski stated this is located right where LETA's focus project is. I think this is a great effort to provide activity for people. It also helps to revitalize our downtown so I'm all for it.

5. Adjournment

There being no further business the meeting adjourned at 4:00 p.m.

Motion by Dismuke, **Second** by Ezerski, to adjourn. **Aye:** Morford; Rogers; Smith; Sweeney; Tennis; Dismuke; Duffy; Ezerski; Hampton; Hankins. **Nay:** None. **Motion Passed.**