

MINUTES
LAWTON ENHANCEMENT TRUST AUTHORITY
3rd FLOOR CONFERENCE ROOM CITY HALL
212 SW 9th STREET
JUNE 14, 2017

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; Duffy, Andrew; Hampton, Allan; Hankins, Mary Ann; Morford, Bob; Tenis, Michael.

ABSENT: Dismuke, Bob; Ezerski, Barry; Smith, Addie; Sweeney, Kerry.

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 this is the estimate for the tree rings on Lee Boulevard. I've charged \$10 to remove the dead Hawthorns and \$85 for the replacements. The total estimate is \$4250. Here is the irrigation quote for the Butterfly Garden for \$3600.

Hanna stated we have talked about several different locations for the garden. We decided to hard hire the electrical portion so we would have to trench to the scoreboard at the Miracle Field.

Totte stated the estimate does not include the electricity. I have the milkweed but will have to dig it out, run the irrigation, back fill and then plant. This estimate is just for the irrigation.

Hanna stated we have contractors that will do the electrical.

Burk asked can this be done in house.

Hanna stated we don't have a licensed electrician.

Burk stated I would like to wait until the new fiscal year. We have approved the first estimate so you can get started.

Totte stated once it is dug up the next step will be the irrigation.

Burk stated we can't approve it until July.

Totte stated I'm good with that.

Burk stated there were issues on 11th Street with a solar box. The replacement cost was \$1500 so we took one from the irrigation on Rogers Lane and moved it to 11th Street. We need to get prepared because those solar boxes are aging and will need to be replaced.

Totte stated we need to discuss the 2nd Street pots. If they allow the grass to get to a certain point we will have to redo the whole area. On the corner beds you see Bermuda grass growing.

Rogalski stated the contractor did not put it in according to the specs. He will be responsible for replacing and maintaining them. I will talk with them again.

Totte stated maintenance is the main issue. If they are not going to maintain it ask them to hire someone to do so.

Burk stated there are 2 or 3 trees on 2nd Street that need to be replaced. We need to look at doing this in the fall. We also need to look at doing something with the medians on Lee. We have spent too much money to let them go. I believe we need to wait until July on the \$4250 estimate.

Rogalski stated you still have unencumbered monies in your budget and you have the Sheridan Project and Ron Stephens of which neither will happen this fiscal year.

Burk stated I would rather we wait until the next fiscal year.

B. Receive Treasurer Report and take action if necessary.

Huntley stated committed funds are down due to the Lawton High invoice. Total checking at the end of May was \$133,343.06. Under liabilities we have an accounts payable of \$644.50 which is the remaining balance of the butterfly garden sign. On the next page is the income statement. You see the interest income was \$9.16, municipal fines for February, March and April, grants is the \$10,000 for Lawton High, LETA beautification is the full price for the butterfly garden sign of \$1,289, professional fees is for photos of the Yard of the Month is \$225, and income tax preparation of \$1000 for Hatch, Croke and Associates. Under the custodial accounts there was a couple of sponsorships for Freedom Festival and some orders for bricks on the Sidewalk project. Under expenses Freedom Festival purchased some banners and refunded money to a vendor and the sidewalk project ordered bricks. You total net income for May is \$1,979.86. The next page you see your revenue for municipal fines are through April and interest income through May. There are no major changes on the expenses. The beautification projects and professional fees went down a little due to the butterfly sign and the Hatch, Croke and Associates. On the next page the only change was the Lawton High Grant because it was paid. Are there any questions.

Burk asked will we receive funding for the Fresh Paint Days once the event is complete.

Rogalski stated we have decided to go ahead an invoice them.

Burk stated the \$15,000 that was budgeted for Sheridan Road isn't going to happen this year and neither will the Ron Stephens project.

Duffy asked why did we budget for Sheridan Road and Rogers Lane. Two years ago that was something that was going to be sponsored.

Burk stated even though it will be sponsored we will incur some expenses. Bedrock is committed to sponsoring those.

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

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

Huntley stated these need to be retroactively approved. Sign Dynamic \$644.50 for the butterfly sign, Art Works for \$739.80 for banners for the Freedom Festival, Mike Mazzo \$225 for Yard of the Month photos, Hatch Croke & Associates \$1000 for income tax return, Sweet Temptations \$310.10 for Freedom Festival car show, 402 Barbeque and Grill for \$100 vendor refund for Freedom Festival, Bedrock Nursery for \$139.93 for 2nd Street and Bedrock Irrigation for \$1853.39 for 2nd & Gore, Hobby Lobby median, 38th and Lee ball fields, Elmer Thomas playground, Shepler Park, Lee Blvd medians and 11th and Bishop.

Burk stated I Okayed these repairs.

Motion by Hankins, Second by Morford, to approve invoices, requisitions, and all other submitted materials for payment. **Aye:** Duffy; Hampton; Hankins; Morford; Tennis; Burk. **Nay:** None. **Motion Passed.**

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

Hanna stated everyone is excited about the splash pad. It is getting close to being finished. We hope is it functional by July 1 for the Freedom Festival. The tentative grand opening is July 1st at 10:00 a.m.

Burk stated we need to get invitations mailed.

Hanna stated Whipp is in charge of the event and will see this is all done.

Burk stated we need the Chamber to post the event on their website and to make certain the board members of McMahan are invited.

Rogalski stated we also need to make certain that Vrska is involved.

Hanna stated it is hard to plan for the 1st when there is uncertainty on being finished.

Burk asked would it be better to wait until the next Saturday. We don't want to plan a grand opening and the pad not be finished.

Hanna stated I'm afraid the punch list won't be completed. I'll have a better idea on Friday.

Burk stated let's plan the grand opening for the 8th.

Hanna stated I don't know if LETA would be interested but we have a wooden arbor on the east side of the park that is in really bad shape. I wondered if LETA might want this as one of their projects.

Burk stated that sounds like a scout project. Talk with Sasseen.

Hanna stated I'll give him a call.

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

Burk stated Ezerski has done a couple of releases about the butterfly project and they were really good.

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

Hampton stated the Ron Stephens Stadium committee met with the School Board and had a very long discussion. They will be voting to place the stadium on the national role instead of the local overlay. Their architect came back with a price of \$5 million. They tabled the item.

Burk stated those I spoke with didn't have good things to say about the project.

Rogalski stated it felt like they slammed the door in our face.

Burk stated we probably need to forgo the \$10,000 and if you need it at a later date we can reinstate it.

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

Hampton stated we just posted the fund raiser for Fishing for Food. If you have anything you would like to have posted send me pictures.

H. Receive report from Neighborhood Services.

Leach stated Fresh Paint Days was rained out and rescheduled for September 15th. The army will also be working on some of the city parks.

Hampton stated Duffy stated the Young Professionals and the 35th Division will be painting and clearing up the municipal pool.

Burk stated that's awesome.

2. New Business

A. Consider approving the minutes of May 10, 2017.

Motion by Hankins, Second by Hampton, to approve the minutes of May 10, 2017. **Aye:** Hampton; Hankins; Morford; Tennis; Burk. **Nay:** None. **Motion Passed.**

B. Consider approving the 2017-2018 annual budget.

Rogalski stated there isn't a lot different from the previous year.

Burk stated this document reflects the changes we discussed at the last meeting.

Tennis asked what about Fishing for Food.

Hankins stated it wasn't in the budget last year.

Burk stated it is in there it just doesn't have a specific line item.

Tennis stated okay.

Motion by Tennis, Second by Morford, to approve the 2017-2018 annual budget. **Aye:** Hampton; Hankins; Morford; Tennis; Burk. **Nay:** None. **Motion Passed.**

C. Consider Approving Limited Services Agreement between the City of Lawton and the Lawton Enhancement Trust Authority.

Rogalski stated this contract sets out that you are to receive the hotel/motel at 5% and you get the beautification fund which is 90% of the \$5. This is your yearly contract with the city.

Motion by Morford, Second by Hampton, to approve the 2017-2018 annual budget. **Aye:** Hankins; Morford; Tennis; Burk; Hampton. **Nay:** None. **Motion Passed.**

D. Consider approving the Yard of the Month for June.

Burk stated we have several to consider.

Ward 3 3607 NW Arlington
Ward 3 115 NW 36th Street
Ward 3 407 NW Heinzwoods
Ward 3 723 NW Heinzwoods
Ward 3 3515 NW 35th Street
Ward 5 901 Arlington

Majority agreed on 723 NW Heinzwoods.

3. Old Business

None

ADDENDUM

BUSINESS ITEMS:

- A. Consider and discuss the Sidewalk on East Gore and take action if necessary.

Burk stated the members of the VA Center have been nominating names for the sidewalk project. Here are a few of their suggestions: The Veteran's Walk of Dreams; Soldiers Lane; Patriot Way; Hero's Path; Hero's Trail; Veteran's Trail; VA Runway; Freedom Sidewalk; Patriotic Walk; Freedom Isn't Free I Paid For It; Honor and Sacrifice; The Long Walk of a Soldiers Journey; Veteran's Freeway; Proud American; POW Walk; Hero's Walk; Veteran's Walkway to Happiness; In Honor of Our Fallen; Warrior's Walkway; Keep Calm Never Forget; Land of the Free Because of the Free; Hero's Don't Wear Caps They Wear Dog Tags. These things are important to these people. Due to the sidewalk we believe the National Conference for the blind will be held here. To host this conference you must show a substantial sidewalk improvement in the last year. People use the sidewalk daily. There is a small area that wasn't completed and I would like to find the money to complete it. The saddest part to me is to know there are veterans that never have a visitor. I would to see us raise another \$50,000 so we could place every veteran who lives in the center on a brick. We have \$15,000 set aside for a median and that will not be completed in this fiscal year. I would like to see us forgo that median and place it in the sidewalk account for the veterans. I would also like to see us budget \$5000 a year for this project. There are 200 veterans in the facility. I would love to see all of Flower Mound in bricks.

Rogalski stated we need to do a big PR push. We need to show faces and names. LETA can sponsor the veterans, put the brick in the ground and then get those folks out there to make a real impact.

Hampton stated this is a fantastic idea. This will show our city cares for the veterans.

Bellino stated I go there a couple days a week for Hospice. They have extensive flowerbeds with no landscaper. The beds look really bad. One of the veterans and I worked on 3 of them and I'm not certain the watering system works.

Burk stated I asked Bedrock to go look at them and give us an idea on a cost. My question for you is if you agree in moving the \$15,000 to the sidewalk account.

Motion by Tennis, Second by Morford, to approve moving the \$15,000 from the median account to the sidewalk account for the purpose of purchasing bricks for veterans. **Aye:** Morford; Tennis; Burk; Hampton; Hankins. **Nay:** None. **Motion Passed.**

B. Consider and approve a letter of engagement with Hatch, Croke & Associates, P.C. for the annual preparation of Form 990 for LETA's taxes.

Motion by Hampton, **Second** by Tennis, to approve a letter of engagement with Hatch, Croke & Associates, P.C. for the annual preparation of Form 990 for LETA's taxes. **Aye:** Tennis; Burk; Hampton; Hankins; Morford. **Nay:** None. **Motion Passed.**

4. Announcements

Bellino stated first let me say thank you for removing the tree at 38th and Gore and for looking at the beds at the VA Center. I met with Stan Booker in regards to Rogers Lane. The red tip photinias were not a good idea. We thought about doing groups of buffalos.

Burk asked do we know how to make contact with the gentleman that sold us the buffalos. His phone number is no longer any good.

Rogalski stated another thought is the City owns the forms that was used on the tri-level. You could have a short section of walls.

Burk stated I spoke with the gentleman from Marlow about those walls. They cost \$5,000 and will last forever. You will have to repaint every 15 years or so. They are 10 or 12' wide and 14' tall. We could do this in some of the areas we have a hard time getting anything to grow. We might need to try a couple. We could use solar light and it would be beautiful.

Hankins asked what about graffiti.

Bellino stated you can place a sealer on it that allows the graffiti to be washed off. I would like to also bring up the Walgreens on Lee. The weeds are this tall. We need to send them a letter.

Rogalski stated we can do that.

Tennis stated the Walgreens at 67th and Cache Road is the same way.

Rogalski stated so is the Patriot Theatre and we have sent them notice giving them 14 days to fix the landscaping or the will be cited.

Burk stated I believe we will see the old Southwestern Hospital torn down. They have hired Gill's to demolish it. ASCOG is going to release them from their lien.

5. Adjournment

There being no further business the meeting adjourned at 5:00 p.m.

Motion by Hampton, **Second** by Tennis, to adjourn. **Aye:** Tennis; Burk; Hampton; Hankins; Morford. **Nay:** None. **Motion Passed.**