

MINUTES
LAWTON ENHANCEMENT TRUST AUTHORITY
3rd FLOOR CONFERENCE ROOM CITY HALL
212 SW 9th STREET
JULY 13, 2016

Jay Burk, Chair, 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; Duffy, Andrew; Ezerski, Barry (entered late); Hampton, Allan; Smith, Addie; Tennis, Michael.
ABSENT: Hankins, Mary Ann; Morford, Robert; Sweeney, Kerry.
OTHER PRESENT: Scott Powers, Finance; Richard Rogalski, Planning; Jack Hanna, Park and Recreation; Denise Ezell, City Clerks Office.

BUSINESS ITEMS:

1. Reports

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

Unavailable

B. Receive Treasurer Report and take action if necessary.

Powers stated on the front page you see a donation of \$1,000 to Freedom Festival and \$500 to Project Graduation. We had expenses to advertising and promotion for \$600, dues and subscriptions for \$150, Freedom Festival for \$2,620.09, Project Graduation for \$154.78 and repairs and maintenance for \$11,509. We had \$10.28 in interest. The next page shows LETA operating funds of \$94,950.09 with a total assets of \$156,728.61. The committed funds are for the grant at Lawton High. On the budget page if you see brackets we are in the negative. We show \$13,000 short for hotel/motel but we believe we will receive another \$9,000 when that is closed out. Same thing for the municipal fines. We went over budget on the Eye Candy Gala and advertising.

Burk stated we receive money from HUD for Fresh Paint Days. Where is this deposit?

Rogalski stated we will not receive those funds until we do the project.

Powers stated the last page shows you the committed funds for the various projects and the only project left is Lawton High.

Rogalski asked the expense are complete but we may have additional income.

Powers stated yes.

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

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

Hanna stated we received an estimate from DB Paint & Drywall in the amount of \$5,833 for the picket fence. I have also asked Sheffield's to give me an estimate. This was more than Teen Challenge felt they could handle. We are starting to get caught up with the mowing. Lake Helen looks good and this has caused a huge impact on the foot traffic.

Burk asked what about an estimate from A&E or Lupe and where are we on the bollard lighting.

Hanna stated we should begin working on the lights within the next 3 weeks. We had to return 9 due to damage.

Burk stated there are a couple of dead trees in the median on Gore. Can we get those down and get a stump grinder in there. The bridge on East Gore needs to be weed-eated. There are lots of trees growing over the top.

Hanna stated I'll have to check it out but I believe streets is responsible for that.

Burk stated there is also an area on 15th Street that is extremely bad. Can you get me the price of the equipment that cuts trees at a bridge. We need to start making plans to purchase one. Did we get some damage to a slide in the playground?

Hanna stated yes. It was under warranty so they are sending a replacement part.

Burk stated we may need to look into installing cameras in the park.

Ezerski stated they would just bust them out.

Burk stated these are bullet proof. Once it senses movement a light comes on and a voice stating "You are in a restricted area leave immediately. Your picture has been taken and sent to the property authorities". I think we need to look into something like this. We probably need to one of the old police cars in the parking lot at Elmer Thomas and Kids Zone. You have to rotate the vehicles but it does help.

Dismuke asked what is the name of the park at 2100 and Dearborn.

Hanna stated Wilson.

Dismuke stated across the street from that park are 2 huge lots that are vacant and owned by the city. There is no reason to have those lots. All we do is mow them. We need to sell them.

Burk asked are you sure it is city property.

Dismuke stated I believe so.

Rogalski stated it could be school property but I'll find out.

Hanna stated within the next 2 weeks we are hoping to finalize a product to take to Council recommending certain parks be recommended for surplus.

Rogalski asked is someone researching the dedications.

Hanna stated not until Council has said okay.

Rogalski stated there are parks that we don't own. They were just dedicated.

Hanna stated legal won't do any research until Council say okay. We are aware that some are dedications and those will have to be given back to the families.

Rogalski stated my staff can do the research before you go to Council.

Burk stated you need to have the research done before taking it to Council.

Rogalski asked what is the status on the shade structures.

Hanna stated we are waiting for the off season to start.

Rogalski asked can we stain the slats before we do the installation.

Hanna stated the company is responsible for putting everything back the way it was or better.

Rogalski stated okay.

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

Ezerski stated I apologize but this is my busy time of the year. I'll try to get something done shortly.

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

Burk stated I believe it is our responsibility to canvas our neighborhoods. I did so during the campaign and found major issues of abandoned or rental property with grass 5 to 6 foot tall and houses with dilapidated vehicles or debris in the yard. Leach from Neighborhood Services and I went to 15 different places on the east side. A lot of these homes were in foreclosure. There was a home on Camelot the grass was so tall you couldn't see the front door. We need to

be driving our neighborhoods looking for these situations. Email the address to either myself or Ezell and I'll take care of them.

Dismuke asked what is the latest on Southwestern Hospital and Dunbar School.

Burk stated the EPA is going to forgive part of the note and the KCA has agreed they want the building torn down. It will cost around \$350,000 to demolish the building. The Comanche's would like to use the debris to build a wall to help the water park from flooding. We believe we are closer to having it torn down that we have been in the past. Saturday there is a group of individual that are having a cleanup day for Dunbar School. There are about 21 people interested in restoring the building.

Hampton stated the committee for the Ron Stephens Stadium hopes by the end of the month to start collecting funds. We have set up a GoFundMe account for donations. We spoke with the school board and they are excited about making this happen. Minnette Page and Dr. Morford would like to see the stadium placed in a Historical District. We are gaining momentum and it is looking good.

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

Hampton stated the website is live at keepawonbeautiful.com, or .net, or .org. I have a page for Yard of the Month and for projects. Facebook is also linked to this page. Do we have a PayPal account? If not I'm going to set one up for Ron Stephens and I can do the same for LETA.

Rogalski stated they don't need separate accounts as long as the donation is tagged Ron Stephens.

Burk asked since we have a square account they can do the same thing PayPal can. Check on square. We need to put the square on our website.

Hampton stated I'll check with them.

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

2. New Business

A. Consider approving the minutes of May 11, 2016 and June 8, 2016.

Motion by Tennis, Second by Ezerski, to approve the minutes of May 11, 2016 and June 8, 2016. **Aye:** Duffy; Ezerski; Hampton; Smith; Tennis; Burk; Dismuke. **Nay:** None. **Motion Passed.**

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

Powell stated we have one today for Mike Mazzo Photography.

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

C. Consider awarding a grant to Holiday In the Park for \$5000 to help with the purchase of lights for the tree.

Tennis stated we need \$25,000 to \$30,000 for seed money. We are looking at a multi-colored system with music. We want to do the tree and archways first. We also would like to change all the lights to LED lights.

Burk asked are you asking we set aside \$5000 until you have your money raised. Will you have it raised before Christmas?

Tennis stated we are searching for a vendor and have been unsuccessful. I applied for a grant at the Chamber 6 months ago and we haven't heard from them. We also have other fund raising ideas. I believe LETA would be proud to be a part of this.

Duffy asked have you spoken with Jamie or Debra at the Chamber.

Tennis stated I spoke with Jacob Brox.

Ezerski stated you need to speak with Debra.

Hanna stated we are looking at LED/RGB controllable, programmable lights with a waterfall effect or rotating. I have reached out to Max Sasseen because he has a consultant that will do the ground work.

Burk stated Billie Carron is out of Oklahoma City and she has lots of connections in the world of Christmas lights. I would love to see us be a part of this project.

Ezerski asked do you have a total cost.

Hanna stated around \$35,000.

Rogalski stated this might be a good project to test the ability to raise fund on our Facebook page and website.

Tennis stated I was disappointed last year because we held a Business After Hours and only 6 people showed. Not one person from the Chamber was in attendance.

Ezerski asked where.

Tenis stated here in the banquet hall.

Duffy asked what event was this.

Hanna stated a thank you banquet that was held and Chamber members and staff were invited.

Burk stated this began as a Chamber event and they need to be involved. We need to reinvigorate and give this a facelift.

Hampton stated you also have Go Fund Me. I'll make contact with Square and see what they offer.

Burks stated let's try Go Fund Me and Square. I would like to see this completed before the August meeting.

Ezerski stated I'll bring this up at the Executive Meeting next week at the Chamber and I'll do a press release.

Motion by Ezerski, Second by Hampton, to approve \$5000 for Holiday In The Park. **Aye:** Hampton; Smith; Tennis; Burk; Dismuke; Duffy; Ezerski. **Nay:** None. **Motion Passed.**

D. Discuss and consider a 12 month listing opportunity with print and online view ability with the Chamber of Commerce and take appropriate action.

Ezell stated I was contacted to see if LETA would be interested in advertising on the Chamber map.

Duffy stated we contract a media firm to help produce the Chamber map. They help sell advertisement for this map.

Burk stated I'm not certain this meets what we want to do.

Duffy stated I don't think so.

Motion by Smith, Second by Hampton, to deny. **Aye:** Smith; Tennis; Burk; Dismuke; Ezerski; Hampton. **Abstain:** Duffy. **Nay:** None. **Motion Passed.**

E. Discuss and consider a Butterfly Sanctuary at Lake Ellsworth and take appropriate action.

Motion by Ezerski, Second by Hampton, to table until the August meeting. **Aye:** Smith; Tennis; Burk; Dismuke; Duffy; Ezerski; Hampton. **Nay:** None. **Motion Passed.**

E. Consider approving a Yard of the Month for the month of July.

Burk stated here are the choices:

3607 Arlington – Ward 3
10 NW 35th – Ward 3
723 NW Highland – Ward 3
2332 NE 9th Street – Ward 2
908 NE Pheasant – Ward 2
2902 NE 9th – Ward 2
2313 Turtle Creek Drive – Ward 2
2313 NE Village Drive – Ward 2
3701 NE Willow Way – Ward 4
3702 NE Fieldcrest – Ward 4
1405 NE Independence – Ward 4
601 Bell – Ward 5
2310 NW Nottingham Road – Ward 8
1301 SW G Avenue – Ward 5
7th and Arlington – Ward 5
3607 Arlington – Ward 3

All agreed on 10 NW 35th Street.

3. Old Business

A. Discuss sponsor recognition signage and take appropriate action.

Rogalski stated this is an example of what we are looking at. They layer different colors of the plastic and then carve it out. This will last forever. Brown is also working on a granite sign.

Burk asked what is the cost difference.

Rogalski stated before we can give you a cost we need to finalize our logo. It all depends on how detail the logo is. I spoke with the guy doing the logo and he is trying to incorporate a picture that I emailed him into the logo.

Burk asked how long before he gets something done.

Rogalski stated I hope by the next meeting.

Burk stated let's table this until the next meeting.

Motion by Ezerski, **Second** by Tennis, to table until the August meeting. **Aye:** Tennis; Burk; Dismuke; Duffy; Ezerski; Hampton; Smith. **Nay:** None. **Motion Passed.**

B. Discuss the 2016-2017 preliminary budget and take action if necessary.

Rogalski stated we made a better attempt to make the categories match our financials. The first page is your overall budget of expected revenue and expenses. The second page is your funding. In this budget we have \$60,000 more in expenses than in income. The money is available in the reserve account and we hope to have a better year with municipal fines. This is for your consideration.

Burk stated this looks great. Thanks to Rogalski and finance for working so hard.

Motion by Dismuke, Second by Tennis, to approve the 2016-2017 budget as presented.
Aye: Smith; Tennis; Burk; Dismuke; Duffy; Ezerski; Hampton. **Nay:** None. **Motion Passed.**

ADDENDUM

BUSINESS ITEMS:

1. Discuss a sidewalk along East Gore Boulevard and Flower Mound around the VA Center and take appropriate action as necessary.

Burk stated I had a conversation with the residents at the VA Center. The center is not just a nursing home facility. There are residents that have 80 to 90% disability and still need quality of life. They feel like a caged animal. They have a sidewalk that goes outside their building to Lee Boulevard and to Gore Boulevard. Some of this sidewalk is in need of repair and we are working on that. To leave the facility on their scooters they have rules and regulations they have to follow. One is to have a flag on the back and another is to stay off the streets. If they do not adhere to the rules they can lose their privileges or be removed from the center. Due to no sidewalks on Gore they cannot go to the casino or to eat. They ask that we give them their freedom to leave the center and follow VA rules. We have ADA funds that were approved in the CIP for \$1,000,000. There is a committee that oversees those funds and decides where the money is to be spent. I think we all agree this should be their number one project.

Rogalski stated this hasn't gone to that committee yet but I'm sure they will agree. There is no doubt that you can't have a better accessibility project than this one.

Dismuke asked so it would be a sidewalk to the casino.

Rogalski stated the casino was required to build sidewalks in front of their facilities and the convenience store. We would go from the stop light to Flower Mound. There is a good crosswalk but not much sidewalk on the north side.

Burk stated the north side would be to access Sonic, Braums, and Los Trios.

Ezerski asked can they cross at the light.

Burk stated yes.

Ezerski asked the VA will allow them to do this.

Burk stated yes. The VA stated they didn't have the money to put in the sidewalk. I'm hoping the businesses will donate the easements. We have met with the city contractor and have figured this in 2 phases. We would do the south side first and then the north side. We think this will cost between \$60 and \$80,000.

Ezerski asked what do we need to do.

Rogalski stated for the funds in the Sidewalk Fee in Lieu Of LETA needs to make recommendation to Council on where they would like to see the money spent. We would also like your support to take this to the ADA committee. There is a possibility of having 3 sources of funding.

Burk stated I'll visit with the casino and the Lyons want to help. They would like to see us sell blocks with name plates for the veterans. They want to call this Hero's Walkway.

Dismuke asked so you just need our support.

Burk stated yes.

Motion by Dismuke, Second by Ezerski, to recommend to City Council to approve all remaining dollars in the fees in lieu of fund to redo the sidewalks located on Flower Mound Road between Gore and Lee Boulevard; to construct sidewalks on the south side on Gore from Flower Mound west to the convenient store and on the north side of Gore from the light down to 20th Street. **Aye:** Tennis; Burk; Dismuke; Duffey; Ezerski; Hampton; Smith. **Nay:** None. **Motion Passed.**

Rogalski stated this will go to Council on August 9th. Also I have applied for a grant for a pedestrian bridge over I-44. There is a very strong likelihood we will receive \$700,000 in grant money. We will use matching funds from the ADA fund. In a short time we may have access from Cracker Barrel to Flower Mound Road.

Burk stated I appreciate your support.

2. Consider awarding contracts for landscaping and lighting, irrigation, and walkway and bench installation/construction projects at City Hall.

Burk stated we have met with the landscapers about the south side of this building. We met with L&L about getting sprinklers and the lighting in the trees. We hope to have quotes by the next meeting.

4. Announcements

Burk stated here is the concept for the 2nd & C park. They did a fantastic job. I loved the wheel coming out of the ground with the water feature. It is so inviting. I hope this will get

people to start taking better care of their property on 2nd Street. I believe we are ready to see the cost figures.

Rogalski stated he needs to know what you do and don't like about the concepts and what your priorities are.

Burk stated I like Concept A. I believe it meets what we are doing on 2nd Street. It looks inviting and a place you want to go. We would like to make a food truck park where the old city hall used to be.

Rogalski stated the next step is design development. He will actually start getting cost in that phase. He just needs some directions.

5. Adjournment

Motion by **Tenis**, **Second** by **Dismuke**, to adjourn. **Aye:** Tennis; Burk; Dismuke; Duffy; Ezerski; Hampton; Smith. **Nay:** None.