

LETA MINUTES  
October 14, 2020

**MEETING OF THE  
LAWTON ENHANCEMENT TRUST AUTHORITY  
PUBLIC MEETING ROOM  
LAWTON PUBLIC LIBRARY  
110 SW 4<sup>th</sup> STREET  
OCTOBER 14, 2020**

Mary Ann Hankins called the meeting to order at 3:00 p.m. in the public meeting room of the Lawton Public Library. Notice of meeting and agenda was posted on the City Hall notice board as required by law.

**ROLL CALL:**

**PRESENT:** Burk Jay\*; Hankins, Mary Ann; McConnell, Lou; Smith, Addie\*\*; Sweeney, Kerry; Symuleski, Ted; Ezerski, Barry.

**ABSENT:** Morford, Robert.

**OTHER PRESENT:** Richard Rogalski, City Manager's Office; Charlotte Brown, Planning; Tiffany Vrska, City Manager's Office; Tammy Anderson, Planning; Travis Estep, Planning; Susan Schlecht, Finance; Corey Bowen, Neighborhood Services; Keith Neitzke, Parks and Recreation.

\*entered meeting at 3:35 p.m.

\*\*entered meeting at 3:19 p.m.

**BUSINESS ITEMS:**

1. Reports

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

Mr. Totte was unable to attend the meeting.

- B. Receive report from Neighborhood Services.

Bowen said the month of September was busy for Neighborhood Services. He said the department mailed 913 letters in September. Bowen said they have mowed 1,436 yards so far this year, and they have 236 pending work orders. Bowen said an emergency contractor was hired to help the department keep up with all the work orders. Bowen said 26 dilapidated properties will be brought before the City Council next Tuesday. Bowen said he has an additional 30 dilapidated properties to bring before Council in either December or January.

Hankins said Bowen is doing a fantastic job.

Symuleski asked if the City can recoup the money spent to tear down dilapidated houses.

Bowen said normally no. The cost gets forwarded to the Comanche County Courthouse, where the City files a lien on the property.

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- E. Receive report from Cultural Preservation Committee and take action if necessary.

Brown said she no longer handles business with this Committee.

Vrska said Kaley Patterson from the City Manager's office now attends these meetings to take notes.

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

Neitzke said Holiday in the Park has received their Christmas Tree. He said the tree is currently being stored in the armory and will be moved to the pavilion once the pavilion is completed.

Hankins asked for an update on the construction of the pavilion.

Neitzke said the structure is up and brick columns have been added for support. He said the inside panels of the pavilion have yet to be completed.

Neitzke said staff is working to keep the grass under control at Elmer Thomas Park so they don't have to mow around Christmas decorations.

Ezerski asked when the murals on the roof of the pavilion will be completed.

Neitzke said he's not sure of the timeline. However, the goal is to have the murals completed before the holidays.

- G. Receive report from Public Relations, Website and Facebook Committees, and take action if necessary.

Vrska said the yard of the month signs are complete and have been received.

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

There were no new reports.

- I. Receive a report from the Planning Division regarding ongoing LETA projects and take action if necessary.

Brown said the invoice for wildflowers has been sent over to Finance. She said ODOT will plant these flowers on November 16<sup>th</sup>.

- J. Receive a report on sidewalk and accessibility projects.

Rogalski gave an update on the status and prioritization of sidewalk and accessibility projects.

(Quorum established upon arrival of Smith at 3:19 p.m.)

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

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Schlecht reviewed LETA expenses from September to today.

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

D. Receive Treasurer Report and take action as necessary.

Schlecht reviewed the financial statements that were provided to Committee members.

**Motion by Ezerski, Second by Sweeney**, to approve the Treasurer's report. **Aye:** McConnell; Smith; Sweeney; Symuleski; Burk; Hankins; Ezerski. **Nay:** None. **Motion Passed.**

Schlecht said LETA's bank account has reached over \$600,000. She said because the FDIC will only cover a certain percentage of this amount, the account will need to be collateralized.

Burk asked if there are interest charges involved.

Schlecht said yes.

Burk said this would be a good idea to protect LETA's money.

## 2. Old Business

A. Discuss the painting of crosswalks within the downtown area and take action as necessary.

Estep said he discussed this item with Greg Gibson from the City Attorney's office, and several issues were found. Estep said Federal Highways could have federal funding pulled from a municipality if they feel like safety is being compromised. However, Estep said the likelihood of this happening is low seeing as how other cities are installing artistic crosswalks.

Estep said anything that's covered in the Manual on Uniform Traffic Control Devices (MUTCD) essentially has protection from litigation. Estep said there are some newer technologies that could be used in the downtown area. Estep discussed the option of a high intensity activated crosswalk. He said these crosswalks were just accepted into the latest version of the MUTCD. However, Estep said this option would only work at midblock intersections and not intersections with full blown traffic signals. Estep said an ideal test location for a high intensity activated crosswalk would be on 6<sup>th</sup> Street in front of the Courthouse.

Estep said flashing pedestrian crossing signs could be used at automobile intersections. He said infrared lights that detect when a person is approaching could be installed with these signs so that they would only light up when a pedestrian is entering the crosswalk.

Estep said as a transportation planner he would like to emphasize there are still risks associated with artistic crosswalks. However, the options he discussed appear to be the best ways to mitigate these risks.

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Burk said he's seen these sorts of crosswalks in other cities. He also noted that some crosswalk lights are being ran off solar power, which is much more cost efficient. Burk said he agrees with the idea of testing a high intensity activated crosswalk in the downtown area because there's a lot of foot traffic but not a lot of automobile traffic.

Rogalski agrees that the midblock in front of the courthouse would be a good location.

Burk asked if staff could generate a cost estimate for installation of a high intensity activated crosswalk.

Sweeney asked if there might be some sort of artistic template for less hazardous roadway designs.

Burk asked if staff could investigate this.

Rogalski said it must also be determined whether the artistic crosswalks would be standardized or if each one would be different.

Burk said he is envisioning various themes for the artistic crosswalks based on where they're located.

- B. Update on the Girl Scout project that was discussed in May 2019 and February 2020 and consider possible matching funds and take action as necessary.

Brown gave an update on the size of the project. This information was provided to Committee members.

Burk asked if any additional money has been raised for this project.

Brown said not that she is aware of.

Burk said the Girl Scouts should raise more funding for this project before LETA determines the amount of funding they'll provide.

**Motion by Smith, Second by Symuleski**, to reassess this project after additional funding has been raised by the Girl Scouts. **Aye:** McConnell; Smith; Sweeney; Symuleski; Burk; Hankins; Ezerski. **Nay:** None. **Motion Passed.**

### 3. New Business

- A. Approve the minutes of the September 23, 2020 meeting.

**Motion by Symuleski, Second by Sweeney**, to approve the minutes of the September 23, 2020 meeting. **Aye:** McConnell; Smith; Sweeney; Symuleski; Burk; Hankins. **Nay:** None. **Abstain:** Ezerski. **Motion Passed.**

- B. Discuss and take action as necessary to support the exploration of an outdoor theater in Elmer Thomas park.

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Jennifer Ellis, Mayor of Medicine Park, said she is on the Steering Committee for this project. She said she is seeking support for the association and the potential construction of this project. She also asked if LETA would consider being the custodian of any funding donated to this project.

Ellis said Elmer Thomas park was chosen as the site for an outdoor theater because they wanted a location that would hold 3,000 – 5,000 people. She said Scissortail Park in Oklahoma City is a good example of what the outdoor theater might look like.

**Motion by Sweeney, Second by Symuleski**, to designate LETA as custodian of funding for the outdoor theater project. **Aye:** McConnell; Smith; Sweeney; Symuleski; Burk; Hankins; Ezerski. **Nay:** None. **Motion Passed.**

C. Choose Yard of the Month for Wards 2 and 7.

Committee members reviewed the candidates for Ward 2 and selected 1112 NW Elm Avenue. There were no new candidates for Ward 7.

### ADDENDUM

#### 1. New Business

A. Consider approving a request to allow any remaining funds approved by LETA for brick work on the Patriot Pavilion to be used for other construction/improvements as necessary to complete the project.

Burk said there are approximately \$2,500 left in remaining funds. Burk said a grand opening ceremony will be held at 2:00 p.m. on Saturday, November 7<sup>th</sup>, and they would like for the project to be completed by this date.

**Motion by Ezerski, Second by Hankins**, to allow any remaining funds approved by LETA for brick work on the Patriot Pavilion to be used for other construction/improvements as necessary to complete the project. **Aye:** McConnell; Smith; Sweeney; Symuleski; Burk; Hankins; Ezerski. **Nay:** None. **Motion Passed.**

B. Consider the request from Holiday in the Park for LETA to purchase necessary supplies and equipment for the upcoming event and be reimbursed by Holiday in the Park as their allocated funding becomes available.

Rogalski gave further detail on this request.

Burk inquired about the approved budget for Holiday in the Park.

Schlecht said their approved budget is \$29,400.

Brown said Holiday in the Park currently has approximately two thousand dollars' worth of materials they would like to purchase.

Burk suggested capping the expenditures at \$10,000.

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**Motion** by Sweeney, **Second** by Ezerski, to approve the purchase of up to \$10,000 in necessary supplies and equipment for the upcoming event with the contingency of being reimbursed by Holiday in the Park as their allocated funding becomes available. **Aye:** McConnell; Smith; Sweeney; Symuleski; Burk; Hankins; Ezerski. **Nay:** None. **Motion Passed.**

### 4. Announcements

None.

### 5. Adjournment

There being no further business the meeting adjourned at 4:37 p.m.