

**MEETING OF THE
LAWTON ENHANCEMENT TRUST AUTHORITY
3rd FLOOR CONFERENCE ROOM
CITY HALL
212 SW 9th STREET
NOVEMBER 10, 2021**

Charlotte Brown called the meeting to order at 3:03 p.m. in the 3rd Floor Conference Room of City Hall. Notice of meeting and agenda were posted on the City Hall notice board as required by law.

ROLL CALL

PRESENT: Jay Burk (arrived at 3:18), Barry Ezerski, Lou McConnell, Katy Jackson-Seeley Addie Smith (arrived at 3:16), Kerry Sweeney, Ted Symuleski, Dwight Tanner, Annette Wiseman-Vaughan

ABSENT: Mary Ann Hankins

OTHER PRESENT: Greg Gibson, City Attorney's Office; Susan Schlecht, Finance; Charlotte Brown, License and Permits; Christine James, Parks and Recreation; Corey Bowen, Neighborhood Services; Kameron Good, Planning; Janet Smith, Community Services; Richard Rogalski, City Manager's Office (Arrived at 3:20); Joseph Painter, Engineering; Jason Poudrier, Arts and Humanities; Stacy Reyna, City Manager's Office

Neither the Chair nor Vice-chair were present when the meeting was called to order.

Motion by Wiseman-Vaughan, **Second** by Jackson-Seeley, to elect Barry Ezerski as the acting Chairman. **AYE:** Ezerski, McConnell, Jackson-Seeley, Sweeney, Symuleski, Wiseman-Vaughan, Tanner. **NAY:** None. ***Motion Passed.***

BUSINESS ITEMS:

1. Reports

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

Dennis Totte was not present to give report.

- B. Receive report from Neighborhood Services and take action if necessary.

Bowen stated the correspondence for this year is currently at 11,340. January will be a big month for demos. Neighborhood Services is still short 2 code enforcement officers.

Symuleski asked about the nursing home on Andrews.

Bowen stated the owner has hired someone to demo it.

Symuleski asked if there were any updates on the school.

Bowen stated the owner has been in contact with someone to demo that one as well.

Jackson-Seeley stated there is a house in Pioneer Park on the corner that has a couch and other debris located in the yard.

Bowen stated they are aware of this one and are working on it.

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

Schlecht gave report over report over invoices, requisitions, and all other submitted material for payment. Report is available in the City Clerk's Office. There are only two invoices: one for Freedom Festival and the other is for Keep Oklahoma Beautiful tickets.

Motion by Jackson-Seeley, **Second** by McConnell, to approve invoices, requisitions, and all other submitted materials for payment. **AYE:** McConnell, Jackson-Seeley, Sweeney, Symuleski, Wiseman-Vaughan, Ezerski, Tanner. **NAY:** None. ***Motion Passed.***

- D. Receive Treasurer Report and take action if necessary.

Schlecht gave report that is available in the City Clerk's Office.

Motion by Sweeney, **Second** by Symuleski, to approve Treasurer's Report. **AYE:** McConnell, Jackson-Seeley, Sweeney, Symuleski, Ezerski, Wiseman-Vaughan, Tanner. **NAY:** None. ***Motion Passed.***

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

Blazek-Scherler stated that Kaley Patterson was not available for today's meeting. Patterson sent word that Cultural Preservation will meet on the 15th at Museum of the Great Plains.

- F. Receive report from Children's United and take action if necessary.

A walk was conducted in October. Participation was not what they expected, but the sponsors donated around \$24,000. Veterans United donated \$25,000 from a grant. The dance will be coming in up in April, and they are hoping for some more sizeable donations around Christmas Time.

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

The Lake Helen Fountain is being worked on. The lights were all broken and the line was pulled out by a vandal. The estimate for the light package is \$8,000.00. They don't believe they can put the fountain back in the water without the lights fixed. The remaining equipment has been pulled into the armory to keep it safe.

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

Patterson was not present for presentation. Blazek-Scherler gave updates on Facebook numbers.

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

None.

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

Rogalski stated he has updated on the City Hall lighting. The estimates are \$52,000 for just the fixtures. To light up just the dome will be \$38,000. These figures don't include the installation or wiring. He needs some direction on how to progress forward.

Chairman Burk stated they need to move forward with this. There is currently \$40,000.00 set aside for this project.

Ezerski asked how much installation will be.

Chairman Burk stated it should be about half of the total cost, so about \$20,000.00.

Moving on, Rogalski stated the trees and grass were trimmed along the interstate. The trims need to be trimmed again.

Tanner asked if it would be optional to have people "adopt" these areas.

Chairman Burk stated the wildflower areas are not being mowed and they get filled with trash and debris.

James stated parks and rec will get on it. They have been very busy with Holiday in the Park, but they plan to do a major overhaul in those areas.

Going back to the lighting project, Chairman Burk stated they need to do what they told McMahon they were going to do.

- K. Receive a report on sidewalk and accessibility projects and take action if necessary.

Painter stated they will be using any funds that they have available to work on these projects. Engineering needs to review needed sidewalks with planning to provide a proposed list of priorities.

Chairman Burk stated he just wants to get this started as soon as they can. Council has already approved Sheridan and Gore.

2. New Business

- A. Consider approving the minutes of the October 13, 2021 meeting.

Motion by Symuleski, **Second** by Smith, to accept the minutes of October 13, 2021. **Aye:** Jackson-Seeley, Symuleski, Burk, Wiseman-Vaughan, McConnell, Tanner, Smith **Nay:** None **Abstain:** Sweeney, Ezerski ***Motion Passed.***

- B. Consider approving a budget amendment that includes \$34,978.00 for the additional collections of the Hotel/Motel tax for fiscal year ending 2021.

Chairman Burk stated this is just the money that was left over from last year. We just need a motion to go and collect that money.

Motion by Ezerski **Second** by Jackson-Seeley, to approve a budget amendment that includes \$34,978.00 for the additional collections of the Hotel/Motel tax for fiscal year ending in 2021. **Aye:** Sweeney, Symuleski, Burk, Ezerski, McConnell, Wiseman-Vaughan, Jackson-Seeley, Tanner, Smith. **Nay:** None. ***Motion Passed.***

- C. Discuss Holiday in the Park tunnel request and take action as necessary.

Chairman Burk stated we now have the longest pedestrian tunnel in the state of Oklahoma. The Chamber spent around \$17,000 to make sure this happened, but that was \$12,000 over their budgeted amount for the tunnel. They are asking for LETA's assistance. LETA unfortunately does not have enough funds to do that, but he offered to loan the \$12,000.00 from the Beautification Fund.

Sweeney asked if \$6,000 could be granted and \$6,000 be loaned.

Schlecht stated it could be taken out of cash since it is being paid back.

Motion by Sweeney, **Second** by Jackson-Seeley, to grant \$6,000 and loan \$6,000 to the Chamber of Commerce to be used for the tunnel of lights to be paid back by proceeds from Holiday in the Park. **Aye:** Sweeney, Symuleski, Burk, Ezerski, McConnell, Jackson-Seeley, Smith, Tanner **Nay:** None. **Abstain:** Wiseman-Vaughan. ***Motion Passed.***

- D. Consider approving the transfer of funds from LETA's Landfill Gate Fee Account back to the City of Lawton.

Chairman Burk stated this is just agreeing to give the money back to the City in order for the City to clean up the road to the landfill.

Rogalski stated giving the responsibility back to the City has already been approved, this is just giving the funds back.

Tanner stated the primary focus was the gateway and entrances. He's questioning if the 10% for this will be given back as well.

Chairman Burk has already approved to take the funds back. None of this money was ever used by LETA because they didn't want to take the responsibility of the staff to clean up the road.

Rogalski stated it was initially thought that these funds could be used for beautification, but it is strictly for picking up the trash on the road leading to the landfill.

Motion by Sweeney, **Second** by Ezerski, to approve the transfer of funds from LETA's Landfill Gate Fee Account back to the City of Lawton. **Aye:** Symuleski, Burk, Ezerski, McConnell, Jackson-Seeley, Wiseman-Vaughan, Sweeney, Tanner **Nay:** None. ***Motion Passed.***

- E. Consider authorizing staff the bid project "EN2107: On-call Citywide Sidewalk Contract" to construct sidewalks around the City.

Chairman Burk stated this is just authorizing staff to bid the sidewalk contract that was previously discussed.

Motion by Ezerski, **Second** by Sweeney, to authorize staff to bid project "EN2107: On-call Citywide Sidewalk Contract". **Aye:** Wiseman-Vaughan, Burk, Ezerski, McConnell, Jackson-Seeley, Sweeney, Symuleski, Tanner. **Nay:** None. ***Motion Passed.***

- F. Discuss a request from the Holiday in the Park Committee for additional funding associated with this year's Holiday in the Park even to include availability of funding with the possibility of uncommitting funding from other projects and/or the possible reimbursement of said funding from proceeds from the Holiday in the Park event, and take action as necessary.

Chairman Burk stated this was already discussed previously in the agenda.

- G. Consider uncommitting \$41,791.30 from the C Ave Warehouse District Lighting Project to make cash available to provide upfront funding for Holiday in the Park and take action necessary.

Rogalski stated that the money spent on Holiday in the Park has put LETA short on cash. This is basically just borrowing money from yourself.

Ezerski stated that Children's United will also be making a repayment on their loan to help out with this as well.

Motion by Symuleski, **Second** by Sweeney, to approve the uncommitting of \$41,791.30. **Aye:** Burk, Ezerski, McConnell, Jackson-Seeley, Sweeney, Symuleski, Wiseman-Vaughan, Tanner **Nay:** None. ***Motion Passed.***

- H. Consider uncommitting \$300.00 remaining after paying the invoice for the City Hall Tree Removal landscape repair and maintenance project and take action as necessary.

Chairman Burk stated this job was just cheaper than originally expected.

Motion by Symuleski, **Second** by Jackson-Seeley, to approve the uncommitting of \$300.00. **Aye:** Ezerski, McConnell, Jackson-Seeley, Sweeney, Symuleski, Wiseman-Vaughan, Burk, Tanner **Nay:** None. ***Motion Passed.***

3. Discussion

Rogalski showed pictures of City Hall lighting project and Holiday in the Park.

4. Adjournment

There being no further business, the meeting adjourned at 4:01 pm.