

MINUTES
LAWTON ENHANCEMENT TRUST AUTHORITY
3rd FLOOR CONFERENCE ROOM CITY HALL
212 SW 9th STREET
DECEMBER 16, 2015

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; Dismuke, Bob; Duffy, Andrew; Ezerski, Barry (entered late); Hampton, Allan; Hankins, Mary Ann; Morford, Bob; Sweeney, Kerry.

ABSENT: Rogers, Kyle; Smith, Addie; Tennis, Michael.

OTHER PRESENT: Denise Ezell, City Clerk's Office; Scott Powers, Finance; Richard Rogalski, Planning; Jack Hanna and Keith Neitzke, Park and Recreation.

BUSINESS ITEMS:

BUSINESS ITEMS:

1. Reports

A. Receive Treasurer Report and take action if necessary.

Powers stated looking at the Profit & Loss statement for November you see we have received the August and September court collections and donations for Fishing For Food. We had website fees and credit card fees.

Rogalski stated since we have moved the location of the Gala we can no longer use the credit card machine.

Sweeney stated we talked about using the Square.

Rogalski stated the Square charges you 2% per transaction.

Burk stated what I use there is no monthly fee and it can be used on your phone.

Sweeney asked do we only use this at the Gala.

Rogalski stated yes.

Burk stated we need to disconnect the machine and go to the Square.

Powers stated for Play Ground In The Park you had an expense for freight for the replacement order, Gala expenses of \$945, Fishing for Food for fish, prizes, food and miscellaneous items, and Fresh Paint Days. You also had interest income of \$11.14. On your Balance Sheet you see committed funds of \$54,274 and those are broke down on the last page. Your account balances are Fire Pac \$15.35, Fishing For Food \$3,275.82, Freedom Festival \$14,880.61, Fresh Paint Days \$22.80, LETA \$75,310.77, LETA YA \$4,094.04, Playground In The Park \$18,271.78, Project Graduation \$829.76 and Skate Park \$3,077.24. The next page is your budget tracker and there haven't been any big changes.

Burk asked where are we with hotel/motel money.

Ezell stated now that the budget has been approved I'm working on the Limited Services Contract. That should go to Council the first meeting in January.

Powers stated the last page is a breakdown of the budget. Are there any questions.

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

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

Burk stated he was unable to be here today. He has completed most of the 11th Street project. I believe we could enhance this project further and I believe we need to mow the grass around the buffalo.

Ezerski stated they will be doing a \$5 million renovation at the airport and we might want to enhance the landscaping at the entrance.

Burk stated I agree. We need to put this on our radar. Also there are a couple of pots that are broken on 2nd Street due to car accidents. We hope their insurance will cover this.

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

Hanna stated we found a copy of the Master Plan for Elmer Thomas Park and Burk and I spoke to Ryswyk about Lake Helen.

Burk stated let's move Item 1 of the Addendum to now.

ADDENDUM

BUSINESS ITEMS:

1. Receive an update on Lake Helen and take action as necessary.

Burk stated we spoke the commitment from the State and the City. They wanted to make certain we were committed to this project and that city staff would help implement the treatment. The cost of the treatment is \$4,000 and they are going to pay 100% of this cost as long as city staff helps with the treatment. Park and Recreation has agreed to help with the application. They will treat the lake in late February or early March. We also have to commit to do either an aerator or fountains. The lake is only 10' deep and now they believe that fountains will work. They understand we are looking for beautification and that is the reason for wanting the fountains. They want a written letter from the City Manager and me saying that we will stand behind the commitment and that the Park and Recreation Department will help with treating the lake every year. It will take 3 or 4 years to get it under control. They believe this is a great fishing asset to the City of Lawton and they want to keep it. LETA's commitment will be either the aerator or fountains. The cost of the aerator has doubled and now they believe the fountains might work.

Morford stated at the last meeting they felt the aerator was best.

Burk stated since the depth is only 10' they believe fountains will be okay. At some point they would like to go in and make it deeper. They are ready to begin once they have a commitment from us.

Ezerski asked do we know the price of a fountain.

Burk stated no.

Rogalski stated they run around \$5,000 plus installation. I'll get some prices and bring to the next meeting.

Burk stated let's also look at replacing the existing one with lights.

Morford stated I'm concerned about the maintenance on the fountains.

Rogalski stated the hard part will be getting electricity to it.

Morford stated there is electricity there so that shouldn't be a problem.

Hampton stated when checking prices we need to make certain it can be installed by the end of February.

Burk asked do you have anything else.

Hanna stated Holiday In The Park has gone into a partnership with Central Baptist Church to have a live nativity scene on Friday, Saturday and Sunday from 6:00 to 8:00 p.m. There will be lots of live animals to include a camel.

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

Ezerski stated I spoke with Channel 7 and they asked for a press release updating them so they can schedule an interview. I've sent them the release and hope to hear back from them in the next day or so. Now I need to get them the info on the Gala.

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

Sweeney stated I received a call from the Leslie Powell Foundation about their handicap ramp and curb. They want help in improving both these.

Rogalski stated I'll take a look at them.

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

Rogalski stated there is nothing new.

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

Rogalski stated if any of you have something to post please do so. This is the purpose of your Facebook page. We are getting a lot of hits.

H. Receive report from Gala Committee.

Sweeney stated the Save the Date cards have gone out. We had a meeting to talk about the menu, adding tables, the linens and things of this nature.

Hankins stated I believe at this stage we are where we need to be.

Ezerski asked are we doing a silent auction again.

Sweeney stated yes.

Burk stated we need your donations by the January meeting. We ask that each member donate at least 3 items. The money raised from the Silent Auction goes to LETA YA to help improve our schools. We also need to know the value of the item.

Hankins stated it is very important that every board member help with getting these donations.

Duffy asked is the company logo placed on the bid sheet.

Burk stated yes. We need a business card with their logo. We also need to go to work on corporate donors. We need about \$50,000 in corporate donors so we don't have to spend any of LETA's money.

Ezerski asked what banks did we have last year.

Burk stated Arvest. Our donors were Bedrock Nursery, Fire Pac, J & J Burk, Pam & Barry's Team, Arvest and Memorial Hospital.

Duffy asked does Bedrock do a sponsorship and a silent auction.

Burk stated he did last year.

Hamilton asked are the sponsorships and auction items tax deductible.

Burks stated yes. If you will bring a list of possible sponsors we will mail them a letter or you can personally deliver the letter.

I. Receive report from Fishing For Food.

Hanna stated we had a couple of issues this year with the algae and the weather. There were also concerns about the vendor that supplied the fish. We are not certain how many fish were actually released into the lake and those that were seen were very small. We are looking into a different vendor for next year. There were several kids and a grandmother that attends every year. She won a couple of bicycles. Even with issues he raised several cans of food for the food bank.

Burk stated Tennis stated if we didn't fix the algae he would have to cancel Fishing for Food.

2. New Business

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

Powers stated we have a check for Bedrock for poinsettia's and damages to 11th and Gore. We believe those damages were done by T & G Construction.

Burk stated Rogalski will you check into getting reimbursed by T & G. There was about \$1500 in damages that were done.

Powers stated there is also an invoice for \$42,500 for the 11th Street Project. As you recall Totte mentioned that he had to remove and haul off the dead planting that were supposed to be removed before he began the project. Since they were not removed he charged \$2000 to do so.

Burk stated we need to make certain this doesn't happen again. That is too expensive.

Rogalski stated probably a good portion of that were landfill fees.

Burk stated that is why we should be hauling it off.

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

B. Discuss a policy allowing businesses to sponsor landscaping in a public space and receive recognition for same and take action if necessary.

Rogalski stated I would like to introduce Christy James. She is working on a Master Plan for Elmer Thomas Park and signage. Here are 3 different signs we could use to recognize sponsorships. Two are actually LETA signs and the third is a stone that is located in front of the Chamber of Commerce. The cost of the stone is \$1000 but I like the stone because it is landscaping.

Burk stated I do like the stone and we need to change all the old ones out. I like the ones that Oklahoma City uses. It would have LETA at the top and then add the sponsors.

Rogalski asked is it wood.

Burk stated no. I would like to use our logo.

Duffy stated that is what they do on post and they are very nice and unique.

Rogalski stated we will look at little more.

Burk stated look for something durable and nice.

Rogalski stated Fit Kids is using street sign materials. It will be a challenge to have it legible as you drive by.

Ezerski stated you don't want the sign dwarfing the project.

Burk stated we might want to do different sizes according to the size of the project.

Rogalski stated at the next meeting we will bring you some ideas.

ADDENDUM BUSINESS ITEMS:

2. Discuss a potential new LETA "Park Cleanup" event and provide direction to staff.

Rogalski stated I saw where Oklahoma Beautiful was doing park cleanups. I like the idea of a quarterly event to clean up the parks. Maybe LETA's role could be to advertise the event. What does everyone think?

Burk stated that is a great idea. Also we have the Adopt A Park program.

Hawkins stated our church is responsible for a park.

Burk stated we need to push the Adopt A Park.

Hampton stated maybe we could get some of the businesses involved. If I had a list of the parks I could place them on Facebook stating we are looking for sponsors.

Ezerski stated I agree. We talked about doing something like that. I believe there are businesses that will get involved.

Rogalski stated I'll see what other communities have done.

Hawkins asked who do they need to contact.

Burk stated call Ezell.

C. Discuss nominations for the 2015 Gala award winners and take action if necessary.

Burk stated every year we have 3 major awards. The Visionary Leader Award, Champion Volunteer and Lifetime Achievement. Here is a list of people we have talked about in the past. In the future I would suggest we run an article asking citizens to nominate individuals. This would help to get the community involved. Here is a list of names we are talked about in the past:

Chris Gill
Nancy Anderson
Bob Harbison
Betty Serone
Dr. Nimeh
Ruth Dishman
Rex Givens
Fred Fitch
Rhonda Norrel
Diana Owens
Cathy Caccioppoli

Is there anyone you would like to add to the list?

Hankins stated Jeri Mosiman.

Duffy asked are there credentials or guidelines to each category as to why those people were nominated.

Burk stated Visionary Leader is somebody who has done something on their own. Champion Volunteer is somebody who goes above and beyond giving their time efforts volunteering for different organizations and being a real champion in that area.

Ezerski stated Preston Holsinger every Wednesday night volunteers at the Boys Home for a bible study and is on so many boards. He is also involved in the YMCA projects.

Morford stated he is involved.

Hankins stated he moved back to Lawton and jumped right back in.

Duffy stated Carlos Irizarry. He is the campaign chairman for United Way, last year's Greater Lawton Rotary President, sits on several committees at the Chamber and is very active volunteering in the community.

Ezerski asked did Mark Glenn ever win for Kids Zone.

Burk stated no. The Lifetime Achievement Award is someone who has been in the community for a long time and has made their life out of giving to the community. These 3 awards are about giving back to citizens of Lawton that has made a difference.

Morford stated Fred Fitch is a good one but we may want to wait a year or two.

Burk stated I believe as long as he is Mayor we need to wait. Rex Givens deserves the Visionary Leader for starting LETA.

Ezerski asked do we want to nominate somebody that no longer lives in the community.

Sweeney stated I believe we want people that live in the community. I don't see anything wrong with giving a special award to honor him.

Burk stated I agree. Cathy Caccioppoli is another person that does so much and such a smart lady.

Sweeney stated let's talk about some of these people. Let's start with Champion Volunteer. Chris Gill was mentioned and she works very hard every year for Arts for All. So does Rhonda Norrell and she is involved with the International Festival. Betty Serone is the one who started the welcome center at the airport for our service members.

Ezerski asked is this award for someone who is focused on one thing or several things.

Burk stated the great volunteers are the ones that are involved in 3 or 4 different things.

Morford stated Bob Dishman needs to be added to the list. People like the Dishman's are the ones you never hear about but they are there.

Sweeney asked could we do 2 volunteer awards. This would this help to boost our attendance.

Duffy stated you have enough candidates but I don't know the history.

Burk stated we have always just done 3 but that doesn't mean we can't change it.

Hamilton stated maybe we need to just add some special recognition awards.

Duffy asked if these awards are for 2015 shouldn't their contributions have been for 2015.

Burk stated previous winners were those who had done so their whole life.

Dismuke stated I believe we need to do a special recognition for Rex Givens.

Burk stated another instrumental person in LETA was John Purcell. He has been a great asset to the City of Lawton.

Sweeney asked do you see him as the Champion Volunteer or Visionary Leader.

Burk stated Visionary Leader.

Ezerski stated I would be okay with that.

Sweeney state I would also put Diane Owens in the Visionary Leader category. She runs Marie Detty without a lot of money and with a lot of controversy.

Duffy stated I think it would be nice to break out separate categories for a lifelong volunteer award. Something that captures longevity. Also do something fresh every year for people that have done significant things during the year.

Ezerski stated we need to be careful when doing this. A couple years ago we were giving out 20 awards and it was too lengthy of a ceremony. People didn't enjoy sitting there.

Sweeney stated I agree.

Hankins stated and they aren't as special.

Duffy stated keep what we have here but add a separate category for those who have had long term successes with volunteering. I think for the volunteer it should be relevant to the particular year.

Hankins stated I would like to see Bob Ross eventually get the visionary for the Christmas dinner. He wanted to do something and it has grown.

Burk stated I don't think we want to muddy the water with our 3 major awards. Visionary Leader is someone who has started something and seen it through completion. A Champion Volunteer is someone who does it every year not just one. A Lifetime Achievement winner is someone that has been in the community and has busted their butt from the get go to try and make this a better place to live.

Duffy stated maybe we add a yearly volunteer award.

Burk stated I don't have a problem with that and that gets new people involved.

Ezerski stated I agree that Carlos Irizarry is everywhere. He would be a great one. He was the United Way Chairman 2 years ago and Rotary president last year. He is always in our office hitting us up for something.

Burk stated okay so the 2015 Volunteer Award will go to Carlos Irizarry. So now let's look at the Visionary Leader.

Sweeney stated tell me about John Purcell.

Burk stated he has done amazing things. He has helped so much with LETA.

Ezerski stated I don't have a problem with that.

Hankins stated I'm leaning towards Chris Gill because she does so much. Did she just receive an award lately?

Sweeney stated I believe the Mayor gave her an award.

Burk stated so Visionary Leader we are thinking John Purcell.

Sweeney stated okay Champion Volunteer.

Dismuke stated what about Preston Holsinger.

Hankins stated I would lean towards him.

Ezerski stated I agree with that.

Sweeney asked do we want to do 2 Champion Volunteers or does that make too many awards.

Rogalski stated I think you want a Champion Volunteer and a Volunteer of the Year.

Sweeney stated the reason I ask is because we have 6 great names for Champion Volunteer. We will never get through all these people if we don't start recognizing them.

Ezerski stated maybe we have co-winners.

Burk stated I feel the same way about the beautification awards. The way we use to do them we always had a full house.

Sweeney stated we don't want to go back to those days.

Hankins stated I believe Cathy Caccioppoli would bring in quite a few people.

Sweeney stated let's do Preston Holsinger as Champion Volunteer and move on to Lifetime Achievement.

Hankins stated I believe that Bob and Ruth Dishman would be great for this award.

Hampton asked do the winners speak at the event.

Sweeney stated briefly.

Ezerski asked do we want to do this as a couple.

Burk stated I don't know how you separate them.

Ezerski stated I believe that would be great.

Hankins stated I do too.

Burk stated I believe they deserve it. Now for beautification awards. I believe commercial winners should be awarded every year.

Sweeney asked one or multiple.

Burk stated multiple. There has to be more than one within the city.

Sweeney stated last year we had 2.

Duffy stated I would recommend Complete Eye Care.

Morford stated I believe if you have won before you should have the opportunity to win again. It is harder to keep a project up than to start it.

Sweeney stated I agree that Complete Eye Care deserves to be recognized.

Burk stated okay Complete Eye Care.

Morford stated I believe Cache Road Square has come a long ways.

Sweeney stated that's true.

Duffy stated you also have Flower By Ramon. They have done a great job with that building.

Burk stated also the Carmike.

Duffy stated the new Chamber building looks good.

Sweeney stated I would recommend we do Complete Eye Care and Cache Road Square.

Burk stated we need one more.

Sweeney stated the Anderson Pharmacy complex is really nice.

Burk stated Anderson won years ago but not since they have built the complex. That is a great idea. We have Complete Eye Care, Cache Road Square and Anderson Complex. Okay next is Yard of the Year. Pass these pictures around.

Duffy stated I like the yard on Micklegate.

Ezerski stated so do I.

Sweeney stated I do also.

Burk stated okay it's Micklegate. I believe we need to recognize the young man that did the Flag Poles at Gore and 11th Street.

Ezerski stated I agree.

Morford stated so do I.

Burk stated okay so our winners are:

Commercial Eye Candy Awards - Complete Eye Care – Dr. Chris Swanson
West Village – Shawn Anderson & Krista Gordon
Cache Road Square – Johnny Owens & Stan Booker

Residential Yard of the Year: 7903 Micklegate – Mr. and Mrs. Zinser

Community Project Award: Marcos Bernier – Eagle Scout Project 11th & Gore

2015 Volunteer – Carlos Irizarry

LETA TRUSTEE ACCOMODATION AWARDS

LETA Founders Award – Rex Givens

Champion Volunteer: Preston Holsinger

Visionary Leadership: John Purcell, Jr.

Lifetime Achievement/Rosemary Bellino Award: Bob and Ruth Dishman

I would also like to say that it is very important that all Trustees be there that night. I would like to have a group picture to place on our Facebook page. LETA would be nothing without the trustees.

3. Old Business

None

4. Announcements

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

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

5. Adjournment