

MINUTES
LAWTON ENHANCEMENT TRUST AUTHORITY
3rd FLOOR CONFERENCE ROOM CITY HALL
212 SW 9th STREET
JANUARY 10, 2018

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

ABSENT: Smith, Addie; Tennis, Michael.

OTHER PRESENT: Richard Rogalski and Charlotte Brown, Planning; Jack Hanna, Parks and Recreation; Kristin Huntley, Finance; Denise Ezell, City Clerk's Office.

BUSINESS ITEMS:

1. Reports

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

Hankins stated Totte isn't with us today.

B. Receive Treasurer Report and take action if necessary.

Huntley stated at the end of December you had \$128,999.73 in the bank and \$36,932.95 of that was the custodial accounts. On the next page you see income for Fresh Paint Days was \$441.75, hotel/motel \$25,207.50, interest \$7.96 and municipal fines for October \$3,672. Under expenses \$900 for advertising and promotion for the billboard for October November and December, LETA beautification \$12,859.42 for wildflower seeds and poinsettias, playground \$350 for the tree removal, and repairs and maintenance \$1,788.35 for sprinkler repair and maintenance to the splash park and butterfly garden. Income for the custodial account was \$6.55 to Fishing for Food for a tax refund and \$300 for the sidewalk. On the \$300 there was a mix up on what we thought the check said and what it actually said. You see we had \$300 come in and \$200 go out because the check was for \$100. Total net income for December was \$13,537.98. On the income and expense tracker you see half way through the year we have collected 46.6% of the income we expected to. If the municipal fines were caught up we would probably be closer to the 50%. Under expenses we have spent 42% of what we projected. On the next page you see the library landscaping is pending and the wildflower project is complete. Under repairs/maintenance/ replanting the bulbs shows pending. We have received that invoice and I have it here today for approval. Are there any questions.

Rogalski asked what month is the hotel/motel tax through.

Huntley stated I believe she said October. She estimated the income for October but was very confident her estimate was correct.

Rogalski asked so is that July through October.

Huntley stated this is 3 months. It may have been September instead of October I'm just not certain. I do know it is 3 months worth.

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

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

Huntley stated retroactively we need to approve Sassee Realty for \$900 and Bedrock Irrigation for \$1,438.35. At the last meeting you approved \$1200 of this so today you will be approving \$80 for sprinkler repair at Shepler Park, \$78 for sprinkler repair at the police station and \$80.35 for sprinkler repair at 11th and Bishop. Today I have 1 for Bedrock for \$5,100 for bulbs and maintenance to the butterfly garden and splash park.

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

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

Hanna stated we have removed and trimmed several trees and worked on the walking trails. We are very busy with the winter projects. We had to repair a couple of bathrooms due to the pipes freezing. If you haven't seen the shade structure you need to. This is a nice addition to the playground. Vrska posted pictures and as of today we have had over 16,000 likes and lots of positive comments. Ted Warkentin took some aerial photos with his drone and they received 6,000 likes. Parks and Recreation is doing a lot of great things. We are slowly getting some of the things caught up that my predecessor had lingering. We are very happy to get these projects completed.

Hankins stated I think the wildflower project has had a lot of attention also.

Rogalski asked when you put in the shade structure did you have to re-aim the cameras.

Hanna stated no. Their engineer had it all worked out. There were a couple issues with the electrical wiring. Instead of going in a straight line they were in a banana shape. We hit 2 of the line so we are going to redo the wiring.

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

Ezerski stated things were slow in December. I'll start now on the Eye Candy event. When I post to Facebook it comes across that I'm posting as Lawton Enhancement. Is it supposed to do that?

Burk stated yes. You are one of the administrators on the account. I saw they were planting wildflowers today.

Rogalski stated we need to understand the first year it won't be real full. Every year it gets thicker and thicker. The important thing to remember is they cannot mow until it has seeded. Be prepared for Facebook to get some negative comments about it not being mowed.

Sweeney stated we might be proactive by addressing it now.

Rogalski stated when I did the interview with KSWO I made certain to stress it this with the reporter.

Hanna stated we are working on a sign that says "Watch it grow wild" to help people understand why it hasn't been mowed.

Burk stated Fort Sill did a good job with that at the airfield.

Rogalski stated ODOT will provide signage for the mowers.

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

Burk asked did we find out anything about the fence on Rogers Lane.

Rogalski stated ODOT believes we put the fences up. I'm going to get with our guys to see if we did.

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

Hampton stated it is great that everyone is taking ownership of Facebook. I follow a lot of pages and there is a lot of negative out there. We have lots of likes and shares. It's great that Vrska is on board. Thanks to everyone for being involved.

Vrska stated I would like to share that LETA will be featured in the next Lawton Living Magazine. They want a photo of the board to go along with the article. I believe this issue will be published in March. It is their spring issue.

Burk stated this is great. This magazine has become one that people are looking at. Great job and thank you.

H. Receive report from Neighborhood Services.

Griffith stated we hope to have a supervisor hired within the next 2 weeks. We are looking for someone who will support the volunteer programs. Trash Off is scheduled for April 28th. We have reserved the McMahon Auditorium parking lot and Oklahoma Beautiful will be sending supplies. You will receive Housing funds for Fresh Paint Days again this year. We are looking for help with supervising the volunteers. We need help making certain the projects are complete. Disgruntled recipients can sour the project and I would like to see this program continue. I also have funds available if you can come up with a contractor and volunteers to help low income individuals. You could do things such as siding, roofing, windows or anything that falls under the HUD requirements. This type project could make a huge impact.

Dismuke asked what kind of money are you talking about.

Griffith asked \$5,000 or \$10,000 but there are HUD restrictions. You need individuals who are willing to give their time and I'll provide the materials.

Ezerski asked what is the criteria for low income.

Griffith stated I need to look to make certain I have the amount correct but I believe for a single person household it is \$18,000 or lower and then the bigger the household the bigger the dollar amount. The media coverage on 1 home would do a world of good for the program and the city. It would also be contagious. Fix 1 shabby home and the neighbors will want to fix theirs. This will take some planning and we need a contractor that is willing to give his labor. I'm looking for those who will volunteer their time.

Burk stated we need to do 1 and see how it goes.

Dismuke stated if we get a lot of publicity maybe we can get volunteers.

Griffith stated I know a contractor that might be interested in helping.

Cheatwood stated another partnership might be the Habitat for Humanity.

Griffith stated I can connect you there also. I offered them \$175,000 to be used for remodeling homes. They have a huge pool of volunteers. If you know someone on their board it would be easy to tap into their connections.

Burk stated thank you for this offer. We need to think about this. I want to make certain LETA is the right organization for the projects we get involved with. I think we need to come back and talk about this again next month.

Sweeney stated I agree. Maybe next month we will be better prepared to discuss our ideas and see if we can come up with a plan. I believe it needs our consideration but I don't believe we can do that today. It is worth discussing.

Burk stated we need more specifics on the requirements.

Ezerski stated low income is going to be the elderly. If your income is \$18,000 you will not qualify for a home. This will be for those who own their homes and don't have the money for repairs.

Dismuke stated I don't want to see us use any LETA money.

Burk stated we need to see if we can find someone to partner with. Maybe we can find the homes and help them to get approved through Housing.

Griffith stated if you can find 1 creditable contractor that will be 51% of the labor.

Burk stated I have an employee that I think would be willing to help with a project of this type.

Griffith stated this will be good for LETA and the program.

I. Receive report from Eye Candy Banquet committee, discuss Eye Candy Awards and nominees, and take action if necessary.

Hankins stated we need to schedule another committee meeting.

Burk stated I asked for this handout so you could see the purpose of the awards and your past winners. We need to have our winners selected by February. Look over the awards and bring your suggestions to the February meeting. My challenge to you is to go through your Ward and find at least 1 commercial property for the Eye Candy Award. We haven't done a good job in the past awarding those who deserve it. Please go look.

Ezerski asked are we going to do an award for each Ward or 3 like we did last year.

Burk stated that will depend on what you bring to us next month.

Hankins stated we want to look at those who match our vision and purpose. It would be great to award those who want to keep Lawton beautiful. We want this event to be in line with our purpose.

Burk states look around and be creative. Look for the whole picture.

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

Rogalski stated here is a map of the areas of where the wildflowers will be planted.

Burk asked can this be posted on the Facebook.

Vrska stated yes.

Rogalski stated we have the concrete poured for the sign at the butterfly garden. We hope the sign is placed by next month. The total for the wildflower seeds for Rogers Lane was \$3,825. They started planting at Sheridan Road and if there is extra seeds once they have planted all the sites they will come back and plant more at this site.

Ezerski asked are we doing the intersection of Rogers Lane and I-44.

Rogalski stated not until ODOT has finished their project. With Fresh Paint Days it seems like someone is always unhappy. The complaint this year is probably by a homeowner that we shouldn't have allowed to be in the program. All we were supposed to do was the trim of a brick home. Once they started the project the homeowner continued to request other projects be done. They had to purchase extra paint at a cost of \$441 just for this home and once the volunteers were finished on their projects they moved them to this home. When we ran out of time the extra projects that were started some weren't completed. We have located a contractor that will complete the unfinished projects for \$700 using their paint and \$800 if he has to purchase paint. We offered to come back at the next Fresh Paint Days to complete it but the homeowner wasn't in favor of this option.

Burk asked do we make them sign released.

Rogalski stated yes.

Burk stated we need to scale back the number of homes we do. We need to make certain they understand the scope of the project that is to be performed and that we are not responsible for dripped paint. This is a free project. We should have finished what we started but we have to stay within our parameters. We are to paint the homes and nothing else. I believe 99.9% appreciate and are thankful for what we are doing. Every year we have 1 that is dissatisfied. We need to do whatever so we don't get into this type of situation again.

Ezerski stated I think we need to let the contractor finish the project or it will fester and become a bigger issue. We need to be done with this.

Motion by Ezerski Second by Sweeney, to approve hiring a contractor to finish the unfinished project from Fresh Paint Days in the amount up to \$800 and to take the money from the Fresh Paint Days account. **Aye:** Ezerski; Hampton; Hankins; Sweeney; Burk. **Nay:** Morford; Dismuke. **Motion Passed.**

2. New Business

A. Approve minutes of June 14, 2017 and August 9, 2017.

Motion by Dismuke, Second by Sweeney, to approve the minutes of June 14, 2017 and August 9, 2017. **Aye:** Hampton; Hankins; Morford; Sweeney; Burk, Dismuke; Ezerski. **Nay:** None. **Motion Passed.**

B. Approve paying \$2,500 for the trout for Fishing for Food.

Burk stated I thought at the last meeting Tennis stated he was going to make up for the shortfall. He was short \$1,465.85 and was going to take care of this.

Rogalski asked do we provide money for Fishing for Food on an annual basis.

Burk stated yes. Have we paid for the fish?

Ezell stated I don't know.

Hankins stated I don't believe we have enough information to vote on this item.

Rogalski stated for the account to be negative I would say the invoice has been paid.

Burk stated he has other expenses besides the trout.

Motion by Ezerski, **Second** by Hankins, to table this item until the next meeting. **Aye:** Hankins; Morford; Sweeney; Burk; Dismuke; Ezerski; Hampton. **Nay:** None. **Motion Passed.**

Rogalski stated I spoke with Huntley and all invoices have been paid. Tennis thought LETA had budgeted \$2500 for the trout. That is why he was surprised he had a negative amount. This would be to transfer \$2500 to his custodial account to pay for the trout and give him a positive number.

Motion by Hampton, **Second** by Sweeney, to reconsider the item of approving \$2500 for Fishing For Food. **Aye:** Morford; Sweeney; Burk; Hampton; Hankins. **Nay:** None. **Motion Passed.**

Motion by Hampton, **Second** by Hankins, to approve \$2500 to be placed into the Fishing For Food custodial account. **Aye:** Sweeney; Burk; Hampton; Hankins; Morford. **Nay:** None. **Motion Passed.**

3. Old Business

None

4. Announcements

5. Adjournment

There being no further business the meeting adjourned at 4:45 p.m.

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