

MINUTES
LAWTON ENHANCEMENT TRUST AUTHORITY
3rd FLOOR CONFERENCE ROOM CITY HALL
212 SW 9th STREET
JANUARY 11, 2017

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; Duffy, Andrew; Ezerski, Barry; Hampton, Allan; Hankins, Mary Ann; Morford, Robert; Sweeney, Kerry; Tennis, Michael.

ABSENT: Dismuke, Bob; Smith, Addie.

OTHER PRESENT: Kristin Huntley, Finance; Richard Rogalski, Planning; Jack Hanna, Park and Recreation; Joshua Leach, Neighborhood Services; Denise Ezell, City Clerk's Office.

BUSINESS ITEMS:

1. Reports

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

Totte stated here is an estimate on the scope of work for Rogers Lanes. Hanna and I drove it and there is about 6 miles that needs work.

Burk asked what kind of condition is it in.

Totte stated not good. At the bottom of the quote is 52nd to 82nd Street. That stretch just needs to be weedeated. The grass is about a foot tall. 52nd Street east there is a lot of tree work to be done. From Sheridan to Fort Sill Blvd. there are limbs hanging into traffic. This stretch is really bad. I tried to help with the price as much as possible. We would weedeat all the fence lines on the south side and some of the areas are 5 to 6' off the fence and 4' tall.

Hanna stated it is a nightmare. My department will try to help as much as possible. I have offered 2 men, 2 dump trucks and we will haul it to the landfill. It is obvious this did not happen overnight. Once we get it cleaned up we will be able to maintain it.

Burk stated I don't want to clean it up and then it not be maintained.

Hanna stated I'm looking to put money in my budget next year to clean this area 2 or 3 times a year.

Burk stated eventually this needs to go into the mowing contract.

Morford stated this needs cleaned at least 3 times a year and trash picked up daily. Last year a mattress laid there for almost 3 months.

Burk stated the mowing contractor is suppose to pick up the trash. We need to look at adding a once a month trash pickup year round.

Tenis asked what part is ODOT responsibility and what part is City of Lawton.

Burk stated City of Lawton is responsible for maintenance from fence line to road. ODOT is responsible for maintaining the roadway.

Totte stated they weedeat the north side but not the south.

Burk stated I believe the limbs are so low they can't mow the fence line.

Burk stated we could pay for this with project funds and have enough left to do a couple of medians.

Hanna stated their contract is up in April and we will amend the contract at that time.

Burk stated your estimate is \$27,500 and \$4,500.

Totte stated yes and since Hanna will be helping we did a \$5000 discount.

Burk asked can you do it all for \$25,000.

Totte stated yes.

Burk asked how soon will it be done.

Totte stated between now and the end of February.

Burk stated great. Would you give us an estimate for the medians on Sheridan?

Totte stated Bedrock is willing to do one of those if the City will provide the watering system and a sign.

Burk stated great.

Motion by Ezerski, **Second** by Tenis, to approve \$25,000 for the cleanup project along Rogers Lane. **Aye:** Duffy, Ezerski; Hampton; Hankins; Morford; Sweeney; Tenis; Burk. **Nay:** None. **Motion Passed.**

B. Receive Treasurer Report and take action if necessary.

Huntley stated on the balance sheet you see the committed funds are up because of the security cameras. We added a new custodial account for the park downtown and have received a donation from the Terry K Bell Charitable Trust. Freedom Festival received a donation from Great Plains Ambucs. The total checking and savings is \$146,367.42. In accounts payable we have \$1,108.51 for gala invitations. On the Expense Statement there is a \$500 gala donation from Pam and Barry. Interest income was \$8.95 and municipal fines for November \$5,161.50. Under expenses you have advertising and promotion for \$300, gala \$1,108.51, and beautification projects \$1,094.97. In the custodial accounts we have the donation for the park \$15,500 and Freedom Festival \$1,000. Your total net income for December was \$19,417.07. We have collected 57.2% for LETA Beautification and 57.1% for interest income. Under projects pending in the Expenses for Grants is up due to the cemetery cameras and we are on track with advertising and promotions. On Projects Pending I released the extra money and applied it towards the security cameras for the cemetery and the same with cameras for the Playground. There are no changes to the last page.

Burk stated on Estimated Account Balance at Year end does this mean fiscal year.

Huntley stated yes.

Burk stated we need to keep record of all the projects we have done in a fiscal year. We need to know our top 5 projects per year.

Hankins stated this would be good information for our new members. It took me 2 years before I could tell you what LETA had done.

Burk stated we need to be able inform other of how we spent our money. People are unaware.

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

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

Hanna stated we have begun getting some tree work done in the parks. If you haven't been through Elmer Thomas you need to drive through there. It has been 5 years since anything had been done and it was well overdue. We are increasing the fiber mulch in several play units. We are getting an estimate on filling the low spots on the walking track. As Totte stated we spend several hours on Rogers Lane to come to the conclusion he presented. Several years ago the McMahon Foundation gave us a grant for shade over the playground unit. It went out for bid and the low bid was \$93,000 for installation. This was \$15,000 more than anticipated. I'm trying to find the \$15,000 at this time. The Purple Heart Association would like to put a monument in the park to represent the men and women who have been injured. Here are some pictures to show their ideas. They would like to place it across the street from the Korean War monument. The Parks and Recreation Commission likes the idea and I wanted to make certain to get LETA's blessings also.

Burk stated I don't have a problem as long as it is decorative.

Hanna stated it is and it goes with the landscaping.

Burks stated there needs to be some criteria before we allow something out there. It needs a solid surface to and from, to be ADA accessible and lit. If they would give us a design we could then approve it.

Hanna stated I'll get back with them.

Burk asked where are we with the bollard lighting.

Hanna stated by this time next month I hope we are done. I believe we have less than 30 to put in.

Burk asked what about the cameras.

Rogalski stated the script is all worked out and approved by legal. We have to get the signs done and make a decision on the park hours. We can't turn the cameras on until the park is closed.

Burk asked why is the park open until 11:00 p.m.

Hanna stated City Code states parks are open from 6:00 a.m. until 11:00 p.m.

Burk stated I don't believe the park needs to be open until 11:00 p.m. I would think 10:00 p.m. would be the latest.

Tenis asked are you telling me I can't go run after 10:00 p.m. How do you restrict that?

Burk stated we don't enforce it now but at some point we have to say the cameras will be turned on. I don't believe you want to close the playground at one time and the park another. I think they need to close at 10:00 p.m.

Tenis asked how do you keep people from going through.

Burk stated you won't. What time does the cemetery close?

Hanna stated the gates are always opened but it closes at 10:00 p.m.

Burk stated that sounds reasonable.

Hanna stated I'll do an agenda item and take it to Council.

Burk stated a Mr. Stilly contacted me in regards to a park in MacArthur Park. He cannot get into the park because it doesn't have cutouts.

Hanna stated I met with the Access Board and they have identified 5 parks to make accessible. This is one of the 5.

Burk stated how soon.

Hanna stated at least a year. They have 2 major projects in front of this.

Morford stated surely we can get a curb cut.

Tenis asked what is the cost of a curb cut.

Hanna stated \$4,000 or \$5,000. They are proposing 5 parks and the most expensive one is around \$8,000. Mike Jones is working hard to get something done. The last thing I have is the splash park. There is a pre-bid meeting on the 17th and the bid goes out at the end of the month. We hope to open at the end of June. We are so excited.

Burk asked are there any other questions. Thank you.

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

Ezerski stated I want to double check a couple of things. Are the tickets \$35?

Hankins stated yes.

Ezerski asked the event is from 6:30 p.m. to 9:00 p.m.

Hankins stated yes.

Ezerski asked will there be dancing.

Sweeney stated no and no live music. The second paragraph might read better if we said “Jay Burk, LETA Chairperson, said” and cut out the format following to say “the event will take the form of”. Then change “reception with live music” to “cash bar and heavy hors d’oeuvres”. The rest looks good.

Ezerski stated okay I’ll make those changes and get it out.

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

None.

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

Hampton stated are we going to do the bricks?

Burks stated yes.

Hampton stated when I receive that information I'll put it on the website and Facebook.

G. Receive report from Neighborhood Services.

Leach stated I'll meet next with Fort Sill on Fresh Paint Days.

Burk stated great.

H. Receive Gala Report and take action if necessary.

Hankins stated invitations have been mailed and menu approved. We need to approve 2 more Commercial Eye Candy winners and Yard of the Year today. Last month we agreed to do a Commercial Eye Candy for the west, central and east side of town. We choose Gateway Plaza for the west side. Any ideas?

Burk stated here is a list of the businesses that have gone in since the landscape ordinance has gone into effect.

Ezerski stated there are probably some places we forgot about that were before the ordinance.

Duffy asked what about Fleet Way Car Sales. That was the start to trying to clean up Lee Blvd.

Burk stated he has changed the look of that corner. I don't have a problem with that.

Ezerski asked what about the Apache Casino.

Burk stated they have really done a lot there.

Duffy stated the new Meadow Wood Animal Hospital is really nice.

Hankins stated it is nice.

Burk stated it is a beautiful building.

Hankins stated you have Eastside Pharmacy on the east side of town.

Burk stated you have the new surgery center at Southwestern, the new emergency room at Memorial and Tomlinson Gate behind McAllister's.

Duffy stated also you have Express Wellness Care.

Burk stated Firo Pizza is another one.

Hankins stated I think that looks great.

Burk asked have any of you been to Sandra Heights Apartments. If not you should. This is located in Lawton View and the area was horrible. They have redone the entire complex, put in a playground and put in landscaping. It has changed that neighborhood.

Ezerski stated for the east side let's do Eastside Pharmacy.

Burk stated I can agree with that.

Hankins stated that is a good choose. Now we need one for the central area.

Burk stated we have Fleet Way Car Sales.

Ezerski stated I agree with that.

Duffy stated so do I.

Sweeney stated that is our Commercial Eye Candy awards. Now Yard of the Year.

Burk stated the 7 Yard of the Month are 708 NW Blackstone Trail, 115 NW 36th Street, 3109 NE Kingsbriar Circle, 10 NW 35th Street, 1301 SW G Avenue, 2103 NW 50th Street, and 2332 NE 9th Street.

Hankins stated I like 3109 NE Kingsbriar. (All agreed) Yard of the Year is 3109 NE Kingsbriar. The committee will probably meet 1 more time before the gala so we can get everything pulled together.

Burk asked so where are we on the winners.

Ezell stated you have your Champion Volunteer, Visionary Leader, Lifetime Achievement, Yard of The Year, and 3 Commercial Eye Candy winners.

Burk stated we need to give a youth award. I think we should award Conner Sasseen for his Eagle Scout Project.

Hankins stated I think that is a great idea.

Burk stated we are in need of corporate sponsors. Our goal is between \$6,000 and \$10,000 to help fund the gala. We all know someone who could be a sponsor.

Ezerski asked are we doing the silent auction.

Burk stated no. What about the awards.

Ezell stated I have made contact with the company we used last year and they are working on them.

Hankins stated all the board members needs to act a host.

Burk stated and wear your name tag.

2. New Business

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

Huntley stated I have 1 for retroactive approval to Cameron for the invitation in the amount of \$1,108.51.

Motion by Ezerski, **Second** by Sweeney, to approve the payment to Cameron for \$1,108.51. **Aye:** Ezerski; Hampton; Hankins; Sweeney; Tennis; Burk; Duffy. **Nay:** None. **Motion Passed.**

B. Approve the minutes of November 9, and December 14, 2016.

Motion by Tennis, **Second** by Sweeney, to approve minutes of November 9 and December 14, 2016. **Aye:** Hampton; Hankins; Sweeney; Tennis; Burk; Duffy; Ezerski. **Nay:** None. **Motion Passed.**

3. Old Business

A. Consider modifying LETA's contract with Guernsey for the design of the proposed park and 2nd St and C Ave, to include the conceptual design of the proposed park to be located on the site of the old Wayne Gilley City Hall and Shepler Park, and take additional action as necessary.

Burk stated we want to do a park at the old City Hall location and we have talked about naming it Central Park. We believe we have somewhere close to a \$1,000,000 in grants that will be available to us. We will move the Farmers Market to this area and build a permanent structure for them to use year round. We would like to have the area surrounded with food trucks. We need to modify our existing contract with Guernsey to add this conceptual design. People have committed to make this happen and I believe it is a reality.

Rogalski stated this modification will not get in the way with the concept for 2nd and C. There will be a meeting on January 19th to kick off the concept. We will give Darren Scott some ideas of what we want.

Burk stated this will be a LETA project and all funding and donations will come through LETA.

Motion by Ezerski, **Second** by Duffy, to approve modifying LETA's contract with Guernsey for the design of the proposed park and 2nd St and C Ave, to include the conceptual design of the proposed park to be located on the site of the old Wayne Gilley City Hall and Shepler Park. **Aye:** Hankins; Sweeney; Tennis; Burk; Duffy; Ezerski; Hampton. **Nay:** None. **Motion Passed.**

Duffy asked is 2nd and C pending until we have funds.

Rogalski stated our next step is the construction documents. He has submitted the final report and there are things we could phase in at a later date. The biggest issue is the centerpiece/sculpture. I asked if we should hardscape and fit the sculpture to it or sculpture and fit the hardscape to it. His suggestion was to get the sculpture and then tweak the hardscape to fit it. We need to do an RFP for the sculpture and then retain the artist of your choice. That takes us back to we don't have money for this project.

Burk stated I spoke with Bellino and with her help we can come up with the \$500,000. We have a design so we need to find the donors. If you can attend the meeting on the 19th that would be great. This will be presented as a LETA project and it would be nice to have the Trustees there.

4. Announcements

Tennis stated I would like to thank LETA for their donation to Holiday In The Park. The tree was a huge success. This is a project you can be proud of.

5. Adjournment

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

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