

AGENDA
LAWTON ENHANCEMENT TRUST AUTHORITY
CITY HALL- 3rd FLOOR CONFERENCE ROOM
WEDNESDAY JANUARY 12, 2022– 3:00 P.M.

MEETING CALLED TO ORDER

ROLL CALL

BUSINESS ITEMS:

1. Reports
 - A. Receive report from Dennis Totte and take action if necessary.
 - B. Receive report from Krista Ratliff on Holiday in the Park and take action if necessary.
 - C. Receive report from Neighborhood Services and take action if necessary.
 - D. Consider approving invoices, requisitions, and all other submitted materials for payment.
 - E. Receive Treasurer Report and take action if necessary
 - F. Receive report from Cultural Preservation Committee and take action if necessary.
 - G. Receive report from Children's United and take action if necessary.
 - H. Receive report from Parks and Recreation, and take action if necessary
 - I. Receive report from Public Relations, Website and Facebook Committees, and take action if necessary
 - J. Receive Monthly Ward Update and take action if necessary.
 - K. Receive a report from the Planning Division regarding ongoing LETA projects and take action if necessary.
 - L. Receive a report on sidewalk and accessibility projects and take action if necessary.
2. New Business
 - A. Consider approving the minutes of the December 8, 2021 meeting.
 - B. Receive a request for funding support for McMahan Auditorium Authority/ Freedom Festival and take action if necessary.
 - C. Receive a request for funding from the Friends of the Library for signage and installation of bicycle repair stations and take action if necessary.
3. Discussion
4. Adjournment

"The City of Lawton encourages participation from all of its citizens. If participation at any public meeting is not possible due to a disability, notification to the City Clerk at (580) 581-3305 at least 48 hours prior to the scheduled meeting is encouraged to make the necessary accommodations. The City may waive the 48 hour rule if interpreters for the deaf (signing) is not the necessary accommodation."

**MEETING OF THE
LAWTON ENHANCEMENT TRUST AUTHORITY
3rd FLOOR CONFERENCE ROOM
CITY HALL
212 SW 9th STREET
DECEMBER 8, 2021**

Vice-Chair Hankins called the meeting to order at 3:01 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: Barry Ezerski, Mary Ann Hankins, Lou McConnell, Katy Jackson-Seeley, Ted Symuleski, Dwight Tanner, Annette Wiseman-Vaughan

ABSENT: Jay Burk, Addie Smith, Kerry Sweeney

OTHER PRESENT: Janet Smith, Community Services; Richard Rogalski, City Manager's Office; Christine James, Parks and Recreation; Kaley Patterson, Community Relations; Charlotte Brown, License and Permits; Corey Bowen, Neighborhood Services; Jason Poudrier, Arts and Humanities; Susan Schlecht, Finance; Kim McConnell, Lawton Constitution.

BUSINESS ITEMS:

1. Reports

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

Dennis Totte was not present for the meeting. Rogalski stated the only thing to report is that the tulip bulbs are going in.

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

Bowen stated that Muskogee won the Keep Oklahoma Beautiful Award, but he plans to make next year even bigger and better. Neighborhood Services hit 12,000 correspondences for the year. There is a new code enforcement officer. 52 structures will be brought to Council in January to be declared dilapidated.

Rogalski asked if there was a date set for Trash Off.

Bowen asked for the Trust's opinion on what date it should be done. April 23rd was set as a tentative date to coincide with Earth Day. Bowen will confirm at next meeting.

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

Schlecht gave report over invoices, requisitions, and all other submitted materials for payment. Report is available in the City Clerk's Office.

Motion by **McConnell**, **Second** by **Wiseman-Vaughan**, to approve all expenditures. **AYE:** Ezerski, Hankins, McConnell, Jackson-Seeley, Symuleski, Tanner, Wiseman-Vaughan. **NAY:** None. ***Motion Passed.***

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

Schlecht gave report over November balance sheet. She stated the Medical Marijuana receivable is only for the August tax. She stated the medical marijuana fund and the municipal fines fund receivables will show on the December balance sheet.

Moving on to the November Profit and Loss Sheet, Schlecht stated the \$48,898.00 under "Holiday in the Park" includes both the \$6,000.00 donation from LETA and money from the Hotel/Motel Fund that was borrowed. As the Hotel/Motel money is paid back, that balance will decrease.

On the Expense Tracker, Schlecht stated that the \$22,102.00 under Holiday in the Park was not done through LETA, so that will not be paid back, but the \$48,898.00 previously discussed is included in the \$65,000.00 budget.

Ezerski asked if the Hotel/Motel Tax included October.

Schlecht stated no, it only covers July, August, and cash from the previous fiscal year. That would total up to four months' worth of taxes.

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

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

Poudrier stated they have been focusing on the Carnegie Town Hall, and all the items have been catalogued. There were about 200 items, including multiple files and furniture. They can now begin on clearing out everything that is not historical and start renovating the building. He has been looking into different grant options to help fund this.

Rogalski asked if the building has been assessed to be weather tight.

Poudrier stated the building does have a newer roof and windows, but there is some pre-existing water damage to the floors and there are some missing ceiling tiles. There is also a door that needs some repairs.

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

Ezerski stated Veteran's United gave a \$25,000.00 grant for the park. A real estate agent and a builder also did matching donations for an additional \$5,000.00.

The dance will be the third weekend in April. They are only short two men.

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

James stated the Master Plan went to Council and good discussion was provided. The plan will be brought back to Council in February to ask more questions.

The fountain in Lake Helen is up and running, and Parks and Rec is taking bids for the lighting feature. James is looking into solving the issues with the beavers and thefts at Lake Helen.

Hankins stated she has noticed an increase in the prairie dog population that may need to be addressed.

Wiseman-Vaughan stated this can be a controversial topic since the prairie dogs have been in Lawton for so long.

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

Patterson stated the LETA Facebook has 4 new page likes, for a total of 1,884, 56 page views, and a page reach of 468 for the past 28 days.

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

McConnell stated her ward may be changing due to redistricting and she may be forced to step down from LETA.

Rogalski stated the new boundaries are not set just yet, and there may be some additional changes made to the current plan.

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

Brown stated there are no updates at this time.

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

Rogalski stated 5 bidders attended the pre-bid meeting and the actual bid will take place this afternoon. Construction will start on the south side of C Avenue next week. Then they will work on some sidewalks and ramps by the YMCA. The I-44 pedestrian bridge plans are complete, and they are now working with ODOT on the right-of-way.

2. New Business

- A. Receive a student presentation on the need for a sidewalk along portions of Railroad Street and Ferris Avenue and take action if necessary.

STRICKEN

- B. Receive the payment from Children's United to repay loan.

Motion by Ezerski, **Second** by McConnell to approve the transfer of funds from the Children's United account to pay off remaining balance on the LETA balance ledger. AYE: McConnell, Jackson-Seeley, Symuleski, Tanner, Ezerski, Wiseman-Vaughan, Hankins. NAY: None. ***Motion Passed.***

- C. Discuss a collaboration with Arts & Humanities for funding and fundraising for the 2022 Freedom Festival and take action if necessary.

Poudrier stated that Freedom Festival was allocated \$65,000 in 2015. The cost for Freedom Fest ranges between \$57,000 and \$89,000. This year Freedom Fest was allocated \$32,000 from hotel/motel tax and has an additional \$30,900 left over from previous years for a total budget of \$62,900. Historically, LETA has donated between \$6,000 and \$7,000. Poudrier stated that this year, they plan to do a benefit concert to help raise funds. Arts & Humanities is requesting that LETA help co-sponsor this event.

No action was taken.

- D. Approve a Christmas Yard-of-the-Month.

The Trust discussed all nominations. Rogalski stated only one winner can be chosen. Jackson-Seeley asked if the additional nominees can be pictured in the newspaper as honorable mentions. Kim McConnell asked that Brown send her the addresses.

303 NW 32nd Street was declared the winner.

3. Discussion

Wiseman-Vaughan stated she went to Holiday-in-the-Park and had a difficult time finding the ice rink, even though it was highly advertised. Ezerski stated it was a little confusing that tickets for the ice rink were paid for at the Holiday House as opposed to at the rink.

Wiseman-Vaughan asked if there is a committee that is in charge of Holiday in the Park that can provide an overview of finances.

Rogalski stated he can ask Krista Ratliff to give a report over this, but the Chamber provided invoices already for everything that public funds were used for.

Wiseman-Vaughan stated she would like for the Chamber to be added to the reports segment of the agenda to explain how donations work and to explain how Holiday in the Park is ran.

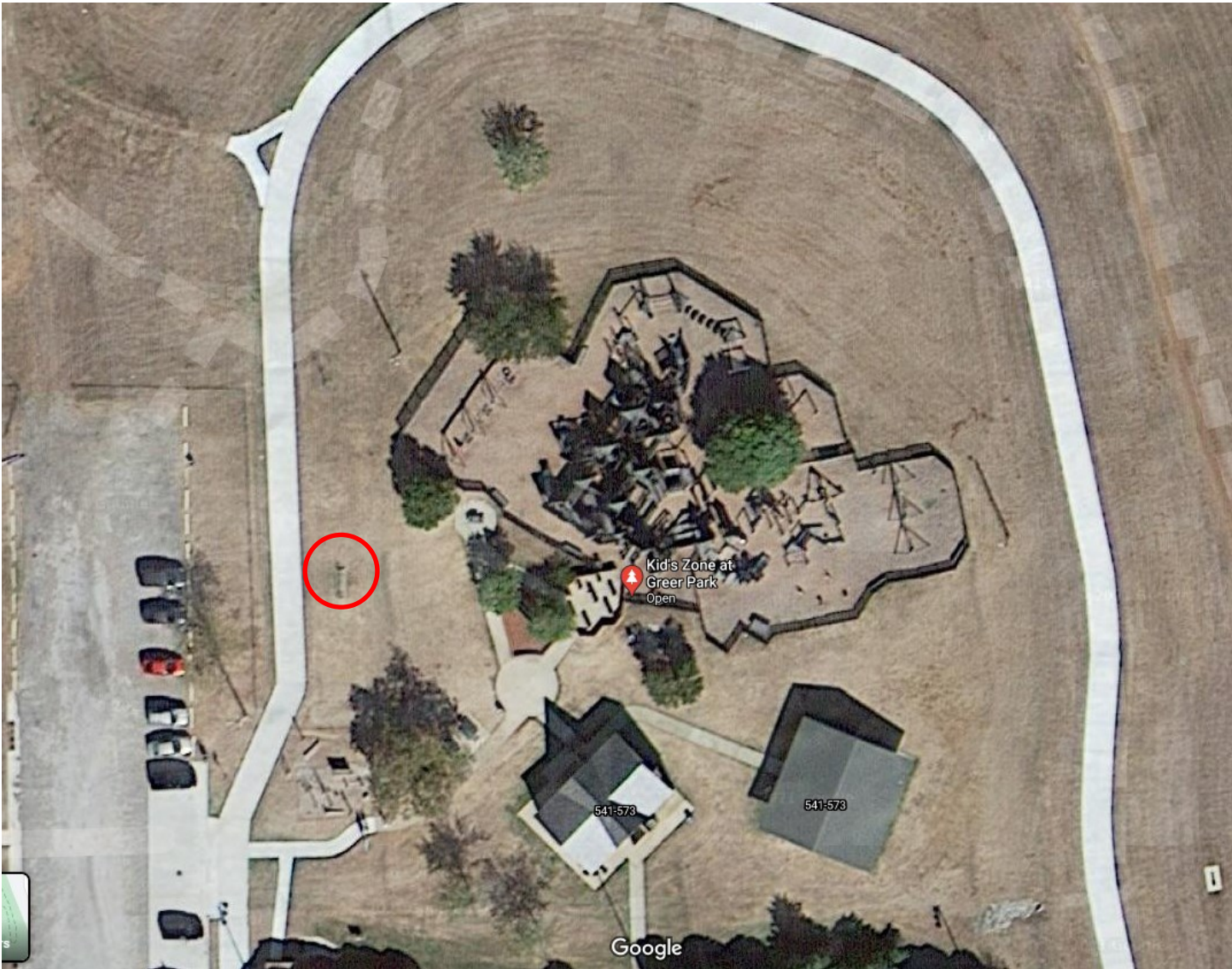
4. Adjournment

There being no further business, the meeting adjourned.

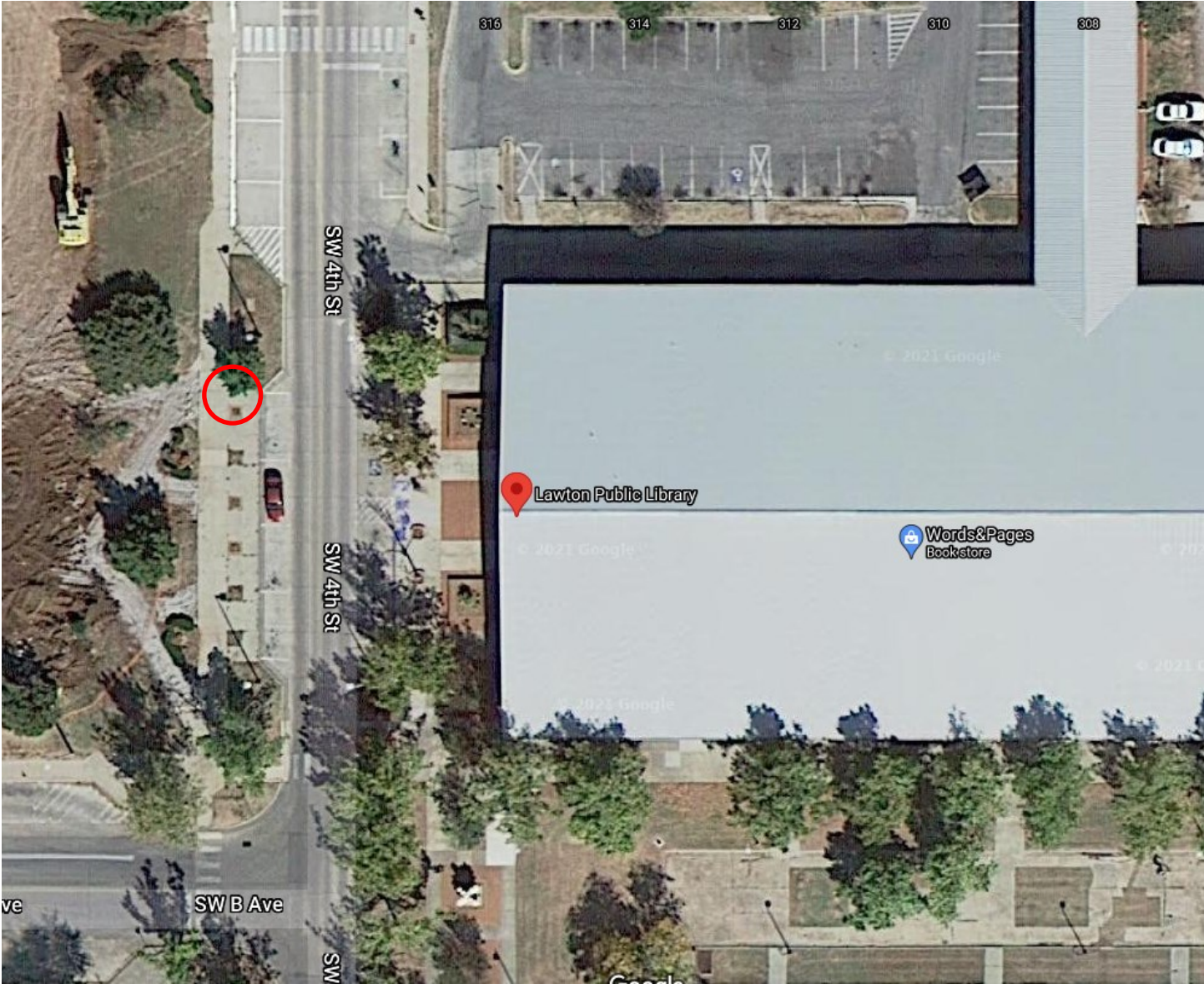
Elmer Thomas Park



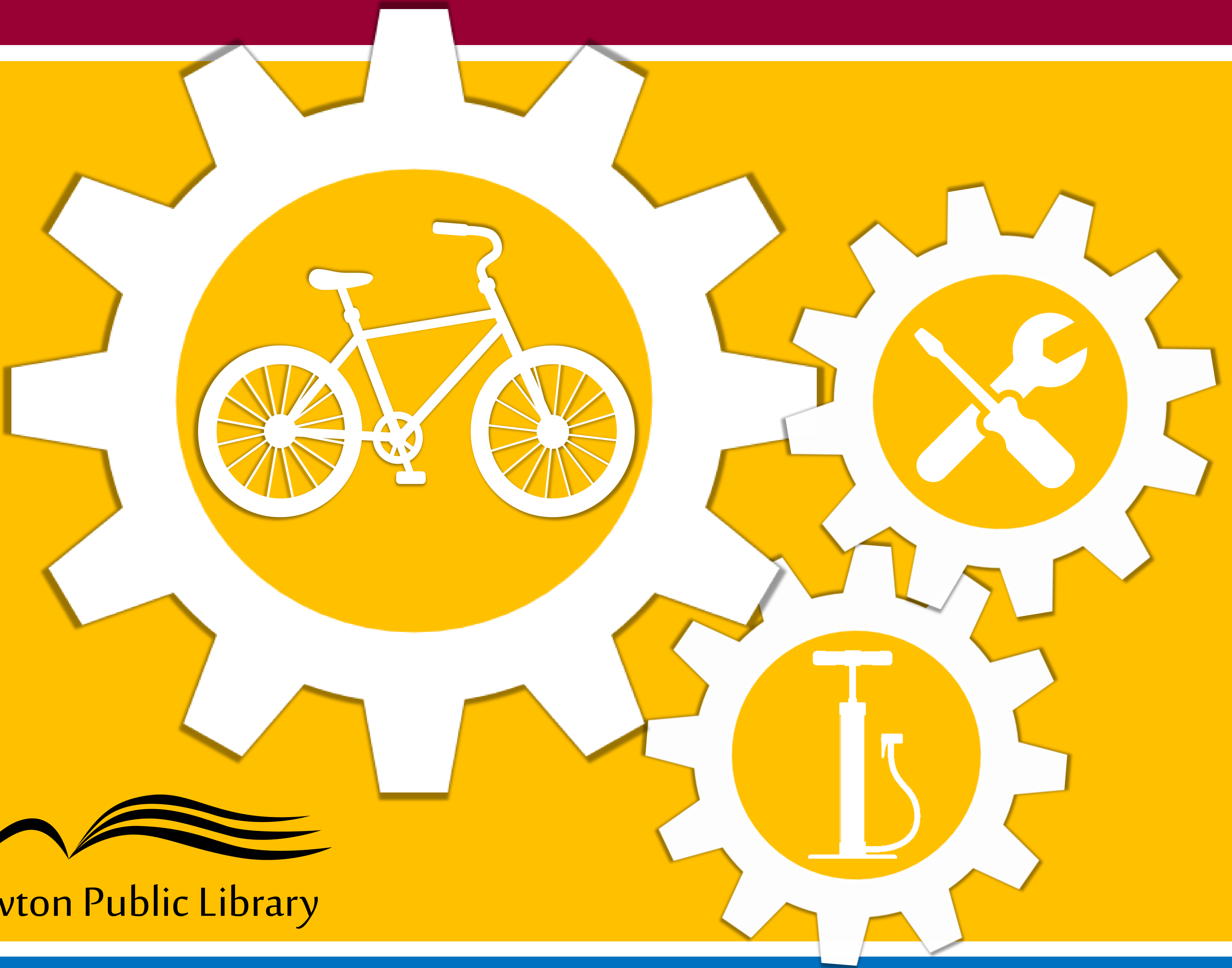
Greer Park



Library



Bicycle Repair Station




Lawton Public Library

Bicycle repair stations and other health literacy projects are supported by the Oklahoma Department of Libraries with federal funds under the Library Services and Technology Act (LSTA) and the Institute of Museum and Library Services.



Friends of the Lawton Public Library

January 5, 2022

Lawton Enhancement Trust Authority
212 SW 9th Street
Lawton, OK 73501

Dear LETA:

The Lawton Public Library has received funds to purchase 3 Fixit bicycle repair stations through Oklahoma Department of Libraries Health Literacy funding.

The Fixit includes all the tools necessary to perform basic bike repairs and maintenance, from changing a flat to adjusting brakes and derailleurs. The tools are securely attached to the stand with stainless steel cables and tamper-proof fasteners. Hanging the bike from the hanger arms allows the pedals and wheels to spin freely while making adjustments.

The plan is to place one repair station in Elmer Thomas Park, one by the Library/Farmer's Market, and one at the Kid's Zone on 38th Street.

The grant requires signage attributing the project to ODL and IMLS. We are asking LETA for funding for the signage and money to pay for the installation.

The Friends of the Library are requesting up to \$4,000 for 3 signs, one 5x5 concrete pad (2 locations already have concrete), and installation of the equipment.

Sincerely,

Kristin E. Herr, Library Director



Friends of the Lawton Public Library

Dero Fixit with Air Kit



Sign



24 inch x 24 inch = \$90 x 3 = \$270

ESTIMATE

Wells Construction, Inc.

12427 SE Woodlawn Rd.

Lawton, OK 73501

Ph. 580-595-1279

1-3-22

Lawton Public Library

110 SW 4th St.

Lawton, OK 73501

P.O.C. Kristen Herr

580-699-0852

kherr@lawtonok.gov

Job Location: Lawton Public Library

110 SW 4th St.

Lawton, OK 73501

DESCRIPTION OF WORK:

Bicycle Repair Stations

- Install 1 - 5'x 5' concrete pad site with pole for sign
- Install 3 bicycle repair stations
- Core drill 2 existing pad sites to install poles
- Install 2 poles in existing sites
- Install 3 signs

Notes:

- Customer supplies signs & repair stations
- Wells Construction will supply sign poles & anchors

TOTAL \$ 3,780.00