

MINUTES
LAWTON ENHANCEMENT TRUST AUTHORITY
NEW CITY HALL AUDITORIUM
212 SW 9TH STREET
FEBRUARY 8, 2012

Jay Burk, Chairman, called the meeting to order at 3:00 p.m. in the New City Hall Auditorium. Notice of meeting and agenda were posted on the City Hall notice board as required by law.

ROLL CALL:

PRESENT: Burk, Jay; Dismuke, Bob; Godlove, Jane; Harbison, Jean; Safi, Anika; Smith, Addie; Smith, Marilyn; Tennis, Michael.
ABSENT: Carter, Carol; Hushbeck, Tim; Munkacsy, Debbie.
OTHER PRESENT: Denise Ezell, City Clerks Office.

BUSINESS ITEMS

1. Reports

A. Receive report from 4-D Landscaping

Elkouri stated in the last month we trimmed back all the grasses. Things look really good and ready for spring. We are still in the process of spraying. Summer color is not in the budget, but it is eight (8) weeks away and we need to start thinking about it.

Burk asked do you have a price for the color?

Elkouri stated I'll do an estimate of a minimum and maximum for the next meeting.

B. Receive report from Kim Shahan, Parks and Recreation Director

Shahan stated I'll give my report when we get to the other projects.

C. Treasurer Report

Burk stated you received the report in your packet. We have not received the count funds for a couple of months. Are there any questions?

Smith A asked is the water bill donation voluntary.

Burk stated yes.

Motion by Dismuke, **Second** by Smith M, to approve the Treasurers Report. **Aye:** Dismuke; Godlove; Harbison; Safi; Smith, A.; Smith, M.; Tennis; Burk. **Nay:** None. **Motion Carried**

2. New Business

- A. Yard of the month nominations and take action if necessary.

Burk asked does everyone have a camera to take pictures with?

Godlove stated I took pictures, but without color it just looks brown. Should we wait for the yard of the month until we have color?

Burk asked did anyone bring any pictures? Since no one brought pictures I agree we need to wait until spring. We will start in April and go through August or September.

- B. Stop Tree Program for Elmer Thomas Park and take action if necessary.

Burk stated Mark Bay is the Urban Forestry for the State of Oklahoma. He did a presentation at Keep Oklahoma Beautiful retreat. He mention to Shahan they had a program called STOP or Shade Trees On Playground. This is a statewide program where communities with parks apply for trees. Dr. Tom Hennessee, from OSU, came and met with Catlett Shahan, Sasseen and myself about Playground In The Park. They have 186 trees to give away this year. They are 3' caliber trees and roughly 15 to 20' in height. We believe we will be receive between 80 and 100 trees for the playground. They must be planted by April 15. They will provide the trees and gator bags and we must plant them.

Smith M asked can they be placed at any other park?

Burks stated they decide where they will be planted and this year they will go in Elmer Thomas. If we apply again they can be used elsewhere.

3. Old Business

- A. Discuss affiliation with Keep America Beautiful and take action if necessary.

Godlove stated prior to meeting last week everyone looked at the KAB website so we had an idea of their mission. It coincides with ours. They have a three (3) prong mission. First was preventing litter, second reducing waste and third beautifying the community. We have a lot of the requirements for membership already in place. Each of you was sent a copy of the affiliation information. I don't know if you have an opportunity to read it, but if not I would like to ask you to review the info before the next meeting and come back with questions you might have. This will be quite a commitment on the part of the board. You have to have a lot of different task force groups, reports and all sorts of things. This is something we all need to be fully aware of before making a decision to join. It kept mentioning an Executive Director and we don't have one. I'm not certain if it has to be a paid position to qualify. Go home and study this and bring your questions back to the next meeting.

Burk stated it is going to take a huge commitment on our part. I do believe it will pay for itself just as the KOB has done. Since we have a state affiliation we may not have to have

everything. I think we need to sit down with Gayle Header the Executive Director of KOB. Also the committee needs to contact the Ardmore Beautification Council because they are the leaders in beautification in Oklahoma. KOB, Keep Oklahoma City Beautiful and Ardmore Beautification all have paid Executive Directors. I believe our goal for the coming years is to have a paid Director. It cost \$4000 to file the initial application and then \$300 a year.

Godlove stated I believe that covers the cost of someone coming to train us.

Burk stated I would like for us to make a decision by the next years budget. I appreciate all the work the committee has done. I believe if we have more conversations with the other three (3) affiliations it will help us to better understand.

Godlove stated once we have all our questions it would be good for her to come visit with us.

Burk stated I appreciate your work. We will take your recommendations and come back next month with questions and comments.

B. Discuss Playground In The Park and take action if necessary.

Shahan stated this project was initiated by the Board of Realtors three (3) or four (4) years ago. Parks and Recreation took on the responsibility of the bid process and we are submitting our recommendation for the purchase of the equipment.

Sasseen stated this did not just include the Lawton Board of Realtors. It included the Junior League of Lawton and Fit Kids Coalition. Our mission was to raise \$400,000 for the playground. One of our first issues was donations were not tax deductible. You must be a non-profit organization for it to be tax deductible. That is the reason for running it through LETA. We have been successful in raising over \$100,000 \$50 at a time. We have held golf tournaments, auctions, concerts, City Council blessed us with money and we received a grant from the McMahon Foundation. We have raised around \$350,000. We will continue to sell pickets for the fence through the construction of the playground. Once the McMahon Foundation funding was secured it was clear we needed to move quickly on the construction. City staff sent out an RFP and we received twelve (12) to fifteen (15) submissions. We would like to award the contract to Play and Pack Structures in the amount of \$233,000. Their bid includes the price of the equipment and installation. Bids ranged from \$178,000 to \$269,000. The low bid did not include installation. We would like your approval today so we can move forward with letting the bid.

Shahan stated the City will be contributing to the process by doing the ground preparation, ground covering and a border that has to be built. We are also coordinating with the installation and tree planting.

Sasseen stated another reason for partnering with the City is we will be finished when the playground is complete. Parks and Recreation will assume the responsibility for maintenance

and upkeep. We hope LETA will take an interest in making the park an area of interest going forward to expand with lighting, sidewalks and plantings.

Tenis asked are there any handicap accessibility requirements for this project?

Shahan stated yes and they will all be met.

Sasseen stated the equipment is ADA rated. Also the \$233,000 includes the 12” wood fiber cover. Our mission is for this not only to be beautiful, but safe. We are taking pain to order equipment that is durable and without continuing upkeep. It cost more, but we believe over the lifetime it will be worth it.

Burk stated congratulations on a wonderful job.

Tenis asked if you have collected \$350,000 and the cost is \$233,000 where is the extra money being spent?

Sasseen stated the cost of the fence. Composition wood is very expensive. Also we have to do a recognition piece with the names of the principal donors.

Motion by Dismuke, Second by Godlove, to approve awarding a contract to Play & Park Structures in the amount of \$233,845.88 for the equipment, wood fiber and installation of playground equipment in Elmer Thomas Park. **Aye:** Dismuke; Godlove; Harbison; Safi; Smith, A.; Smith, M.; Tennis; Burk. **Nay:** None. **Motion Carried**

C. Review and Discuss the Landscape Ordinance and What Trees are Acceptable and take action if necessary.

Rogalski stated here is the revised lists. The first is the City of Lawton Approved Trees listed in Code. These are the Oklahoma proven. LETA’s list will be in addition to these. There are a number of additional evergreens because the Oklahoma proven only has two (2) listed.

Bennett stated we removed two (2) from the recommended, but nothing from the approved list.

Rogalski stated we are looking for two (2) lists from LETA. One is the approved trees which will be trees you may receive points for and the other is prohibited which are not allowed. You will not be allowed to plant anything on the prohibited list.

Smith M asked will you also receive points for the Oklahoma proven?

Rogalski stated yes.

Dismuke asked is crape myrtle considered a tree or a bush?

Rogalski stated it depends on how it is trimmed. Under Oklahoma proven it was a shrub.

Dismuke asked is it an approved tree?

Rogalski stated yes.

Smith M stated if a crape myrtle is planted as a tree you should receive tree points.

Rogalski asked isn't it an ornamental tree.

Smith M stated yes.

Godlove stated a dwarf crape myrtles would be a shrub. The ones we are talking about grow tall and make a beautiful canopy.

Bennett stated right now a crape myrtle is a shrub. Trees start at 20' and higher.

Rogalski stated we need a minimum size to consider as an ornamental tree.

Tenis stated Wal-Mart cut down the trees in their parking lot due to the birds.

Rogalski stated we tried to convenience them otherwise. Burk met with a representative trying to convenience them to look at other options.

Burk stated the issue of the birds is not going to be solved by cutting down the trees. They asked for help so we researched it and suggested they not cut down the trees. We suggested shooting off a cannon.

Tenis asked how can we keep this from happening in the park?

Burk stated we could shot the cannon every morning to scare them away.

Rogalski stated we found if they are scared away consistently for two (2) or three (3) weeks they will move elsewhere.

Burks stated we gave them information on a company out of Oklahoma City, but they felt management was requiring them to cut the trees down.

Smith M asked can they be fined for cutting them down?

Rogalski stated no. The current ordinance does not apply to pre-existing buildings.

Smith M asked is remodeling a part of the landscape ordinance?

Rogalski stated no.

Smith M stated before you entered the room the questions was asked if a crape myrtle was a tree.

Bennett stated we are looking at landscaping value and the definition of a tree and shrub.

Rogalski stated the definition of a tree is “a living self support woody or evergreen plant that normally grows to a minimum height of 15’ with one or several supporting trunks.” I believe some species get plenty tall. The issue is where they come into points because it meets the definition of a tree. Typically it is an ornamental tree. To receive credit for an ornamental tree it needs a minimum of three (3) trunks with the smallest being 1” caliber. If it meets the size it would receive nine (9) points. It is important we add it to the list so there is no question as to whether an ornamental tree is a tree. There are different levels of points depending on the maturity of the tree you plant. Crape myrtle will be added to the tree and shrub list. The last time the prohibited list came before you it was pretty long. After researching different communities the list is smaller. Now you have three (3) lists of trees. You have our approved list that will receive credits, you have your prohibited list that you are not allowed to plant and then those that are not prohibited but you will not receive credit for.

Godlove asked did you take the Bradford Pear off the prohibited list.

Rogalski stated it isn’t on either list.

Burk stated I’m concerned about the pines listed due to all those that died during the drought. Do we really want to prohibit them or just not give points.

Smith M asked so do we want to remove the Austrian Pine from the prohibited list?

Burk stated yes.

Motion by Smith, Second by Godlove, to approve the prohibited and approved list of trees as present. **Aye:** Godlove; Harbison; Safi; Smith A.; Smith M.; Tennis; Burk; Dismuke.

4. Announcements

Burk stated Trash Off is April the 28th from 8:00 to 3:00. We will be asking LETA to help with the Re-Tree Lawton program and t-shirts. I will need everyone to help if possible.

5. Adjournment

There being no further business meeting adjourned.

Motion by Dismuke, Second by Tennis, to adjourn. **Aye:** Harbison; Safi; Smith A.; Smith M.; Tennis; Burk; Dismuke; Godlove.