

AGENDA
REGULAR MEETING
LAWTON ENHANCEMENT TRUST AUTHORITY
CITY HALL- 3rd FLOOR CONFERENCE ROOM
WEDNESDAY MARCH 13, 2024– 3:00 P.M.

MEETING CALLED TO ORDER

ROLL CALL

STATEMENT OF COMPLIANCE WITH OKLAHOMA OPEN MEETING ACT, 25 O.S. 301-314

INTRODUCTION OF GUESTS

1. Reports

- A. Receive a report from Dennis Totte with Bedrock Nursery regarding current landscaping and irrigation projects, provide direction to Mr. Totte on current projects and take action as deemed necessary.
- B. Receive a report from Neighborhood Services regarding monthly updates on departmental activities and take action as deemed necessary.
- C. Consider approving submitted materials for payment.
- D. Consider approving the monthly Treasurer Report.
- E. Receive a report from Children United regarding the accessibility playground in Elmer Thomas Park and take action as deemed necessary.
- F. Receive a report from Parks and Recreation regarding departmental projects and monthly updates and take action as deemed necessary.
- G. Receive a report from the Planning Department regarding ongoing LETA projects and take action as deemed necessary.
- H. Receive Monthly Ward Updates from Trustees and take action as deemed necessary.
- I. Receive a report from the Communications and Marketing Department regarding LETA's social media accounts and publicity projects, provide direction to staff on said projects and take action as deemed necessary.

2. Business

- A. Consider approving the February 14, 2024 meeting minutes.
- B. Consider a funding request from MacArthur High School in the amount of \$27,300.00 for needed improvements to the existing tennis courts at MacArthur High School and take action as deemed necessary.
- C. Consider a request from the Great Plains AMBUCS to participate in their annual Fly-A-Flag program, to include authorization of an expenditure of up to \$4,200 for the placement of 70 flags to cover Gore Boulevard and Sheridan Road for the following six holidays: Armed Forces Day, Memorial Day, Flag Day, Independence Day, Patriot Day and Veterans Day.

"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."

- D. Consider approving an expenditure of up to \$4,200 with Stanton's Printing for 2024 Trash Off t-shirts and take action as deemed necessary.
- E. Nominate and select 2024 Eye Candy Gala award recipients for the Lifetime Achievement Award, the Rosemary Bellino Award, the Visionary Leader Award, the Champion Volunteer Award, and the Best Commercial Business Award.

3. Adjournment

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MINUTES
REGULAR MEETING
LAWTON ENHANCEMENT TRUST AUTHORITY
CITY HALL- 3rd FLOOR CONFERENCE ROOM
WEDNESDAY FEBRUARY 14, 2024– 3:00 P.M.

Chairman Burk called the meeting to order at 3:00 P.M. in the 3rd floor conference room of City Hall.

ROLL CALL

PRESENT: Jay Burk, Ted Symuleski, Katy Jackson-Seeley, Barry Ezerski, Mary Ann Hankins, Addie Smith

ABSENT: Charles Owens (excused), Dwight Tanner (excused)

OTHERS PRESENT: Charlotte Brown, LETA Executive Director; Caitlin Gatlin, Communications & Marketing; Tammy Branstetter, City Clerk's Office; Gregory Gibson, City Attorney's Office; Mitchell Dooley, Parks & Recreation Deputy Director; Larry Parks, Parks & Recreation Director*

*arrived at 3:14 P.M.

STATEMENT OF COMPLIANCE WITH OKLAHOMA OPEN MEETING ACT, 25 O.S. 301-314

Notice of meeting and agenda were posted by the City Clerk's Office as required by law.

INTRODUCTION OF GUESTS

None.

1. Reports

- A. Receive a report from Dennis Totte with Bedrock Nursery regarding current landscaping and irrigation projects, provide direction to Mr. Totte on current projects and take action as deemed necessary.

Totte said his staff has been trimming trees and freshening up the mulch in flower beds at City Hall, at the Public Safety Facility, and along 2nd Street.

- B. Receive a report from Neighborhood Services regarding monthly updates on departmental activities and take action as deemed necessary.

White said his staff sent 458 administrative letters/general violation letters and 57 cost notices for the month of December 2023.

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White said his staff sent 869 administrative letters/general violation letters and 133 cost notices for the month of January 2024.

White passed around renderings of what the Trash-Off t-shirts will look like.

Brown said White will obtain a cost estimate from Stanton's Printing for the Trash-Off t-shirts and bring it back to the Authority at the meeting in March.

Chairman Burk said he believes the Authority has a line item in their approved budget for Trash-Off funding.

Brown said that is correct – the Authority has budgeted \$4,360.00 this fiscal year for the upcoming Trash-Off event. Brown advised the City has received an invoice from ARA Equipment Rentals in the amount of \$355.00 for portable restroom and sink rentals during the event.

Ezerski asked when Trash-Off will take place.

Brown said Trash-Off is scheduled for April 6, 2024.

Motion by Ezerski, Second by Hankins, to authorize payment in the amount of \$355.00 to ARA Equipment Rentals for portable restroom and sink rentals during the upcoming Trash-Off event. **AYE:** Ezerski, Jackson-Seeley, Smith, Symuleski, Hankins, Burk. **NAY:** None. ***MOTION PASSED.***

- C. Receive a report from Children United regarding the accessibility playground in Elmer Thomas Park and take action as deemed necessary.

Ezerski said the rubber surfacing for the accessibility playground in Elmer Thomas Park has been ordered. However, the temperature must remain at or above 50 degrees for at least three days straight before the surfacing may be installed.

Ezerski said Children United has been working to set a date for the playground's grand opening. They would like to do this in May, but there are many other community events also taking place on the weekends in May. However, Children United has reached out to Lawton Public Schools and several other surrounding schools to see if they'd be interested in bringing their special needs students to a grand opening ceremony. Ezerski said they have received positive feedback from the schools, and many of them would be willing to bring their students if this were to take place on a weekday, preferably during the 1st or 2nd week in May around lunchtime.

Ezerski said Max Sasseen plans to make an announcement when the playground is 30 days out from completion.

Ezerski said Children United will have a sponsorship board displayed at the playground, and they will also be giving out donor plaques.

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Jackson-Seeley left the meeting at 2:09PM and returned at 2:12PM.

- D. Receive a report from Parks and Recreation regarding departmental projects and monthly updates and take action as deemed necessary.

Mitchell Dooley, Parks and Recreation Deputy Director, said there are a number of departmental projects currently in the works, to include the addition of new playground equipment in various City of Lawton parks – the equipment has been ordered, and they anticipate the delivery to be made within 12 weeks. Dooley said new flooring was recently installed at the HC King Center, and new flooring will soon be installed at the Patterson Center. These improvements were made possible through CIP funding.

Chairman Burk asked for an update regarding the shade sails at Elmer Thomas Park.

Dooley said staff was lacking the equipment to adequately raise the shade sails so they can be removed. They have since ordered this equipment. Dooley said that once staff is able to remove the shade sails, they will be sending them back to the manufacturer for refurbishing, which will cost approximately \$600 per sail.

Larry Parks, Parks & Recreation Director, entered the meeting at 3:14P.M.

Parks said he has included potential funding for a boardwalk and amphitheater in the preliminary FY 24-25 budget for Parks & Recreation.

- E. Receive a report from the Planning Department regarding ongoing LETA projects and take action as deemed necessary.

Brown said Christine James is temporarily helping oversee the Planning Department.

Brown said she has moved her office back to the Building Division for the time being.

- F. Receive Monthly Ward Updates from Trustees and take action as deemed necessary.

Hankins noted that the tree lights at City Hall do not appear to be working – City Council adjourned after dark last night, and the tree lights were not on.

Branstetter said she will get in touch with Dennis Totte regarding this issue.

- G. Receive a report from the Communications and Marketing Department regarding LETA's social media accounts and publicity projects, provide direction to staff on said projects and take action as deemed necessary.

Gatlin said the Christmas Yard of the Month competition had the highest amount of active participants on the website to date. She said two citizens were selected as winners for Christmas Yard of the Month 2023.

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2. Business

A. Consider approving the January 24, 2024 meeting minutes.

Motion by Symuleski, Second by Hankins, to approve the January 24, 2024 meeting minutes. **AYE:** Ezerski, Jackson-Seeley, Smith, Symuleski, Hankins, Burk. **NAY:** None. ***MOTION PASSED.***

B. Consider approving an invoice from Heartland Pergolas in the amount of \$31,013.57 for the purchase of a Pergola to be installed at the Children United playground in Elmer Thomas Park and take action as deemed necessary.

Chairman Burk said Max Sasseen approached him about this purchase. He has seen renderings of the Pergola, and it looks very nice.

Ezerski noted that Children United has money available in their account to make this purchase.

Motion by Symuleski, Second by Ezerski, to approve an expenditure of \$31,013.57 with Heartland Pergolas for the purchase of a Pergola to be installed at the Children United playground in Elmer Thomas Park. **AYE:** Ezerski, Jackson-Seeley, Smith, Symuleski, Hankins, Burk. **NAY:** None. ***MOTION PASSED.***

3. Adjournment

Motion by Ezerski, Second by Hankins, to adjourn the February 14, 2024 meeting. **AYE:** Ezerski, Jackson-Seeley, Smith, Symuleski, Hankins, Burk. **NAY:** None. ***MOTION PASSED.***

There being no further business, the meeting adjourned at 2:28 p.m.

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MHS Tennis Complex Make Over

Problem- The existing courts at MacArthur High School do not sufficiently provide the necessary amenities and aesthetic appeal to warrant the hosting of a significant tournament involving schools from across Southwestern Oklahoma.

Solution- To allow MacArthur High School a cost-effective yet extraordinarily transformative facelift. This would enable our establishment to serve as the premier venue for both tournaments and dual meets, catering to an impressive roster of over 14 schools located within a 90-mile radius of our esteemed tennis complex.

Elaboration of Problem- Given its geographic location in relation to many regional high school tennis programs, Lawton is the obvious choice as a tennis tournament and dual destination choice. However, within Lawton Public Schools, each High School is faced with the same issue of decaying court conditions with little to no infrastructure that would facilitate bathrooms and other accommodations which any sporting fan would need and find to be

standard. Duncan High School has a type of monopoly on tournaments which extends to well over 20 schools allowing them to host and profit from over 6 events a year in addition to all the ancillary programs they facilitate. When one compares LPS tennis facilities with Duncan, no comparison exists. To have those facilities would mean a total rebuild which could reach into the 100's of thousands of dollars.

Elaboration of Solution- A better solution would be to first consider the most expensive part of any tennis facility; the courts themselves. When compared to the two other high schools in Lawton, MacArthur has the better courts and access to parking. Because of its East side location, MacArthur also allows easy access for teams traveling from N. Texas, SE Oklahoma and along the I-44 corridor.

Deliverables Definition and Associated Costs-

Paint existing chain-link fence- \$9,600

Wind blockers/Hitting boards- \$4,800

Bleachers - \$2,900

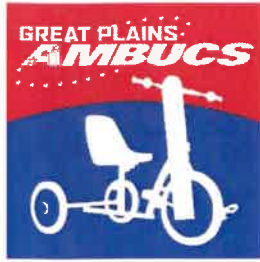
Bleacher Canopy with steel posts- \$3,100

20x30 concrete slab for bleachers \$ 3,400

Various repairs to existing fence and gates- \$1,000

Misc. beautification needs- \$2,500





RECEIVED

MAR 07 2024

**CITY OF LAWTON
CITY CLERK'S OFFICE**

City of Lawton
Attn: Lawton Enhancement Trust Authority (LETA)
212 SW 9th Street
Lawton, OK 73501-3944

Dear LETA Board of Directors,

On behalf of the Great Plains Chapter of AMBUCS. We want to thank you again for approving the placement of 70 flags that covered Gore Boulevard and Sheridan Road last year. We feel the flag placement on the five holidays really showcased Lawton-Fort Sill's patriotism and esthetically enhanced LETA's mission. Please note this year we added Flag Day in June and swapped Labor Day for Patriot Day in September.

AMBUCS is a national service organization whose mission is to inspire people to conquer challenges related to mobility and independence, through a nationwide network of volunteer chapters, working in partnership with physical, occupational and speech therapists; by providing Amtryke adaptive trykes, scholarships for therapists, and many forms of community service, like building wheelchair accessible ramps.

Our Fly-A-Flag program assists us with raising money for therapists' scholarships. We will place 50 flags on Gore Boulevard and 20 on Sheridan Road for 6 holidays: Armed Forces Day, Memorial Day, Flag Day, Independence Day, Patriot Day and Veterans Day. Flags may not be installed during inclement weather. We sometimes install one week in advance of the holiday and collect flags within one week after the holiday. If we need to alter the install and removal of flags, let us know.

We collect annually for the Fly-A-Flag program. The fee is \$60 per flag. We are requesting LETA to consider renewing the placement of 70 flags that will cover Gore and Sheridan. The annual fee is \$4,200. Our goal is to continue our mission through the flying of the American flag in our community.

We are available to speak at a board meeting, if needed. We appreciate your consideration in our chapter continuing LETA's mission of beautify and esthetically enhancing the appearance of the City of Lawton by continuing flying American flags on the city streets.

Sincerely,

Tanna Vu
Fly-A-Flag Chairperson

Alan Jolly
Club President