

**MEETING OF THE
LAWTON ENHANCEMENT TRUST AUTHORITY
3rd FLOOR CONFERENCE ROOM
CITY HALL
212 SW 9th STREET
APRIL 13, 2022**

Chairman Burk called the meeting to order at 3:14 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: Jay Burk; Barry Ezerski; Lou McConnell; Katy Jackson-Seeley; Dwight Tanner; Annette Wiseman-Vaughan

ABSENT: Mary Ann Hankins; Addie Smith; Kerry Sweeney; Ted Symuleski

OTHER PRESENT: Dennis Totte, Bedrock Nursery; Susan Schlecht, Financial Services; Christine James, Parks and Rec; Corey Bowen, Neighborhood Services; Charlotte Brown, License and Permits; Greg Gibson, City Attorney's Office; Sneha Dongre, Engineering; Shivani Rani, Engineering; Richard Rogalski, City Manager's Office; Mike Jones, ADA Coordinator; Jason Poudrier, Arts & Humanities; Jeanette Klein, Children United; Rocco Bonacci, Lawton Access Board; Donalynn Blazek-Scherler, City Clerk's Office.

BUSINESS ITEMS:

1. Reports

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

Totte stated he didn't have many updates. The wind got the best of the tulips, so they will start pulling the bulbs next week. He stated he brought a few items he was asked to get estimates on. The first one is for two solar clocks to go at 11th and Bishop. The total for two clocks and installation would be \$5,633.00. They are very expensive because they are solar.

Chairman Burk asked if they had to use solar.

Totte stated yes because there isn't any electricity in that area.

McConnell asked if they light up.

Totte stated no, they are to run the sprinkler systems from Lee Boulevard down to the airport. It's a little solar panel on a pedestal and it kind of looks like a parking meter.

Chairman Burk stated we have them along Rogers Lane as well.

Totte stated the City told him to take from there the last time one went out, but there aren't any more from Rogers Lane he can use.

Chairman Burk asked if the clocks were working right now.

Totte stated no.

Chairman Burk stated we can't have that.

Motion by Ezerski, to approve the expenditure of \$5,633.00 for the purchase and installation of solar clocks for the sprinkler system between Lee Boulevard and the entrance to the airport.

Totte stated it's an hour and a half each for the installation.

Rogalski stated he has a meeting with the Ranch Oak's Neighborhood, and they have asked if there is anything more than can be done in that area as far as the landscaping.

Chairman Burk stated the problem with that is that the water line there is tough to tap into and there are some areas further down the line that don't get great pressure. There is no point in putting a flowerbed there if you can't water it. He stated we are just kind of stuck until we figure that out. He asked if Rogalski was talking about the area around the entryway.

Rogalski stated it's really just the whole area over there. What's there looks nice, but it's not spectacular because it is such a long road with not much else on it. It makes the existing landscaping look small next to the big open field.

Chairman Burk stated they lost some crepe myrtles that were never planted back. The original project was about \$300,000.00, but they've had a lot of loss over there. He asked Totte to come up with some concepts of what could be done with the minimal existing landscape and sprinkler system. Chairman Burk suggested Totte look at replanting some of the crepe myrtles that were lost. He stated there are some trees that were planted there, but they haven't grown much.

Totte stated that was done before his time. Bedrock does the maintenance now, but it was installed by 4D.

Chairman Burk stated some of the grasses are a really good size and some of them are tiny. He doesn't understand that.

Rogalski asked if the irrigation system works.

Totte stated yes, it runs well. It's all on misters and it wasn't meant to water way back.

Chairman Burk asked Totte what else he had.

Blazek-Scherler asked if the solar clocks were going to be voted on.

Chairman Burk said we will come back to that because Totte is going to ask for something else, too.

With no second, the original motion died.

Totte stated the next estimate he has is for sod outside City Hall. He stated this is a two-piece project. There are some drainage issues in the front and back of the building. There is a swell that runs about 120 feet to the street that causes the natural run off to go into a big tube that drains it. The swell will look like a dry creek bed with boulders and 4-6" cobblestone with maybe some smooth round rock. He stated on this side of it will be the buffalo, but it's in a shade line with dirt all around it. He plans to form a flower bed along the shade line of the last tree with lights on it that runs up and around the buffalo. Totte stated he will use native ornamental grasses and river rock to make the buffalo look like it's standing in a field. He said this will require 12 sticks of edging, digging everything out, planting 30 ornamental grasses, and 10 yards of river rock. The total cost for labor and materials is \$11,542.00. He stated he measured the sod from the corner by the sidewalk up to the shade line, then on the East side of the walkway almost to the last tree. That measurement would be about 25 pallets of grass. This is on a separate estimate that includes 2 loads of dirt, level, grade, and prep, and 25 pallets of fescue grass for \$17,441.00. Totte stated it will have water, and he told Rogalski that fescue grass is high maintenance. Every fall it will have to be overseeded. This first year it will need to be sodded because some of it is on a slope, and if they try to seed it and water it, everything will run off. With that being said, it is the only thing that will grow in the shaded area. The dry creek bed and buffalo bed will break up some of that shade line, and the whole length of the South side will be sodded. It will have some freeform shapes where the dirt meets Bermuda, and it will really dress up that whole side of the building.

Chairman Burk stated there are some major problems with the building. There have always been leak issues where water comes in around the windows on the lower level.

Rogalski stated it comes in through the walls, too. There's about 4-feet of the bottom floor that is below grade, so when you water in front of the building, water comes in the mailroom, Corey's office, planning, and legal. For the most part, it is side drainage coming into an old building that has cracks in the foundation. In all areas, drainage isn't really being routed away from the building very well and that's what this drainage project will do. The drainage trench is an improvement to City Hall, which we are seeking funding for, but in relation to that, we started talking about the dry creek bed and prettier things. Rogalski stated he is not a grass guy, so he doesn't know if you need to sod, fescue, or to put rock out here. He does know people tend to not like rock out here, and it can't be left as just dirt.

Ezerski asked if the drainage issue will be addressed through City Council. He asked to clarify that the drainage work is not included in the estimates presented to LETA.

Rogalski stated the drainage is quoted to the City and everything else is quoted to LETA.

Ezerski asked if LETA was being quoted both the \$11,542.00 and \$17,441.00.

Totte stated yes. One is for the buffalo bed area and the other is for the fescue grass.

Rogalski stated the 120-foot creek bed is another \$18,900.00. This is a big project and I'm not saying to take on the whole thing at one time. It would be up to you on what your vision is here. You can start with just the fescue or do the fescue and the buffalo or the creek bed or however you want to do it. It's just good timing to go along with the drainage project that the City is doing since everything will be torn up.

Totte stated there is some drainage that goes into the basement, and there is a swell that they are going to move. They'll put in some 9-inch drain basins along that side of the building that will cut the curb and allow the drainage to go into the circle drive. The other side will go into the swell, so that swell getting dugout and reformed will be part of the City's estimate. All of the other enhancement stuff will be on LETA's estimate.

Rogalski stated you also have some roof drains that are out letting at the base of the building that needs to be routed away. It's a pretty good amount of water.

Chairman Burk stated they've looked for them and can't even figure out where they're going.

Totte stated they found some 3- and 4-inch roof drains that are a big problem. Water is just pouring out and seeping into the foundation, causing the basement to flood.

Chairman Burk stated for all three estimates they are looking at around \$33,000.00.

Ezerski stated \$34,600.00.

Totte stated the fescue needs to be done pretty quickly. They will quit selling fescue sod by the end of May, and it needs to be laid by the middle of May. If it's not done in that window, you have to come back in the Fall to let it root before winter.

Chairman Burk stated he hates to spend this kind of money, but McMahon has been very gracious with everything that's been done to this building, and they pointed out the dirt issues on that side of the building. If they are paying attention, I want us to pay attention to that as well.

Ezerski stated there's about \$100,000.00 left in the beautification fund.

Motion by Ezerski, Second by Tanner, to approve the expenditure of up to \$35,000.00 from the Beautification fund for the following projects: solar clocks to be placed at 11th and Bishop (est. \$5,633.00), the beautification of the dry creek bed and Buffalo Bed at City Hall (est. \$11,542.00),

and the planting of fescue grass at City Hall (est. \$18,900.00). **AYE:** McConnell, Jackson-Seeley, Tanner, Burk, Wiseman-Vaughn, Ezerski **NAY:** None. ***Motion Passed.***

Looking at the estimate, Chairman Burk stated we don't pay sales tax, but it is listed on the estimate.

Totte stated he will send a new one.

Chairman Burk asked if the City has a timeframe on their portion of the City Hall project.

Rogalski stated he just received the estimate today, but they want to get it done as soon as possible.

Chairman Burk stated that part obviously needs to happen first. They need to get the drainage figured out and get the water away from the building. Then, they can start putting in the fescue, so it doesn't have to be redone.

Ezerski asked if the fescue can be bought now in case Council takes some time to decide the City's portion.

Totte stated yes, but it's a heat thing. If it gets too hot, it won't take. With this much grass, we don't want to take any chances, so it needs to be done soon. We will have boulders and things coming in and we don't want to drive over the grass, so the swell needs to go in first, then the grade, and the grass will go in last. Most of the other drainage issues are on the East side, so we won't have to worry about the grass over there. The biggest issue will be to get the swell done before the grass goes in.

Chairman Burk stated we need to get with Michael Cleghorn to see how soon that can be done.

Chairman Burk asked if we had heard anything about the wreck on 2nd Street that damaged the flowerpots.

Rogalski stated it was a hit and run, but they haven't tracked the person down yet. He stated he made a fuss about it, but they haven't found the person that did it yet.

Chairman Burk asked Totte if he was able to fix it yet.

Totte stated he was supposed to be given three pots, but he hasn't heard anything back yet.

Rogalski stated we didn't have enough on hand.

James stated we have one big one and one small one. She has quotes to order new ones.

Chairman Burk stated we had talked about changing the colors of some of the pots anyway.

Rogalski stated when he saw the quote, he asked if there were cheaper pots.

Chairman Burk stated there are definitely more beautiful ones. We do still have some money in the fund for 2nd Street repairs.

Schlecht stated there is approximately \$46,000.00 in that fund.

Chairman Burk said surely it won't cost that much to fix this.

Totte stated not unless you start replacing all of them.

Chairman Burk said no, they will just replace them as they become damaged. They don't need to do it all at once.

Totte stated there are 9 to 12 pots between the two lanes of Gore that could be done. Then, the existing pots could be used as back-ups the next time something gets damaged.

Chairman Burk stated if we find out who did it, we can file an insurance claim against them. We would be able to recoup some of the money. The bollards out there are really pieces of junk. They are just a piece of rebar stuck down in the ground. I guess it kind of helps slow them down.

Rogalski stated they just had to stand those back up because they didn't break.

James stated the accident cleared out three pots and a bollard.

Rogalski asked if they have a price on the pots or if they could approve the purchase of pots.

Chairman Burk stated the pots are about \$700.00.

James stated the freight is the expensive part.

Chairman Burk stated maybe someone from Parks & Rec can take a truck to go get them.

Totte stated he'll price that as well.

Chairman Burk stated he wants to make sure that we get prices on different colored pots.

James stated she did a Google search for “extra large pots” to get a price comparison and the range is within \$7,500.00 of the ones that we usually buy. The freight is really the killer on the price.

- B.** Receive a financial report from Holiday in the Park and take action if necessary.

Chairman Burk stated we were going to receive a financial report from Holiday in the Park, but she is out of the country, so we’ll move that to the next meeting.

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

Bowen stated he has a lot to talk about today, so he is going to start with the vests. LETA had approved to buy some vests for Neighborhood Services, but they had some issues that forced him to put off buying the vests. In the meantime, he found a grant to pay for the vests, so LETA doesn’t have to buy them. He stated he brought one of the vests so the board could see what was purchased. Bowen stated he was really glad he had it. He was called out to a homeless person living in the shed outside of Long John Silver’s, but when he got there, there were three people and one of them had a gun. He has three vests now and three more on the way.

Rogalski stated those funds will need to be unencumbered.

Schlecht stated she has others as well if it can be brought back at the next meeting.

Bowen stated they have been busy. Last month, they sent out over 1,000 correspondences. Mowing season is right around the corner and the weeds are stopping to pop up. They are about to get really really busy with that. Dilapidated structures are also getting very busy. They had 22 out for bid at the end of the month, but since the end of the month, they are now up to 45 out for bid. Super 9 Motel has someone hired to tear down the back portion. We are hoping they tear down the front as well, but the owner is thinking about remodeling. We think he will have to end up tearing it down. The person he hired for the demo of the back is one of our regular contractors, so we know they will do a good job. We’re glad this is getting taken care because it is a \$100,000.00 demo just for the back portion.

Chairman Burk stated this is part of the Lawton Beautification U Project. Basically, we are taking the section all the way down Cache Road to Sheridan Road on both sides and making it a priority to clean it up and get the signs fixed. He asked how many houses we have declared dilapidated right now.

Bowen stated for the calendar year, we are over 60. The last calendar year we had 156. We have a lot of owner demos and a few remodels. With Greg signing off on all this stuff, we are into January’s stuff, so we are caught up. We have a few that are some weird situations and have some legal things to sort through, but we’re moving along.

Councilman Harris stated he has been turning them in as fast as he can.

Bowen stated there have been a lot of fires up in Zone One. We are to the point now, minus all the burnt structures, that we are starting to look at some of the commercial buildings because we were able to save about \$165,000.00 in owner demo's last year. Now we can turn and use that on some of these bigger projects, like Super 9 Motel.

Rogalski stated that there was previous issue that if something went to the Sheriff's Sale and was deeded to the County, we lost the ability to demo the structure. We reached out to the County about this and we're working on an MOU that says we can demo these structures. If the lot is sold, then we can recoup some of the cost, but that doesn't usually happen. These properties usually don't sell for enough to pay for the taxes and liens that are due before they get to our lien.

Bowen stated there are a few right now that the County owns that we want to tear down. We just don't have the jurisdiction to do that, but we're working on it. It doesn't do any good to have it just sitting there where people can get in and out of it. We would rather see a vacant lot that maybe someone can build on.

Bowen stated that Trash Off planning is going really well. There is a meeting on Friday at 2:30 in the 2nd Floor Conference Room. We're going to talk about some of the projects and things we plan to do. We've done a lot of media pushing. Rogalski went to a luncheon today and we got a chance to talk about Trash Off. An interesting thing I'm seeing this year that we haven't seen in the past is the participation of some elementary student groups. We've worked with the schools before, but not with the younger kids. Next year we may have to look at ordering some youth size shirts. I have a group this year that has kids as young as 18 months old that want to get out and do something.

Ezerski stated he has the Frontier team together and wanted to know if they will be given an area to cover.

Bowen said yes and he needs shirt sizes so they can have all their stuff ready to go.

Bowen stated Trash Off is going really great this year. It's going to be really big. It's already bigger than it was last year. The number of volunteers has just exploded over the last week and a half. He stated there are no if's and's or but's about it, we are going to win this year.

Chairman Burk stated he has asked Councilman Hampton to work with him at the gate. He stated if anyone else would like to help at the gate, just let him know.

Councilman Harris stated one of the churches on the North side where they have the neighborhood watch will be working on their own property. They have an area on the backside of the church where trash blows, so he has been working with Bowen to get a dumpster set up over there as an alternate drop off point. He stated he if he has time, he'll come over to the front gate to work with Chairman Burk.

Chairman Burk stated thank you. Usually what we do when someone is picking up in a specific area is to have them bag it up and leave it there. We will come by and pick it up, so they don't have to drop it off in another place. There's usually a lot of clean up done around the lake so we'll be in that area picking up.

Rogalski stated there is a trail around Fisherman's Cove that is often used as an impromptu equestrian trail that will be a part of Trail's Fest this year. We'll go out and clean it up on Trash Off day to get ready for this event and it'll count towards our Trash Off goal.

Bowen stated that also counts as shoreline clean up, so it'll count double.

Wiseman-Vaughan asked if they can also work in their own neighborhoods. She stated she is trying to get her neighborhood watch group together to clean up their neighborhood and creek area.

Bowen stated yes, that's what we want.

Chairman Burk stated he remembers when Council would sign up and walk down Sheridan Road. A few people fell in the water in the ravines. He was a good time. He felt good for everyone to get together and work on something like this. A lot of trash gets picked up.

Bowen stated speaking of trash, we had that code that was passed on the 22nd and we are very excited about that. It will really help drive home the point to some of the people who don't realize what's going on with the littering and the blown debris. We're really excited to have another tool to try to help.

Chairman Burk stated he thinks we can all agree that the monthly bulk pickup has really helped out in the neighborhoods. In the beginning, it was a little overwhelming, but it's really settling down now. He stated he sees a lot of tree branches now, so people are getting out and trimming up their trees and bushes to look nice. My biggest neighborhood watch is MacArthur Park, and they were really pleased.

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

Schlecht stated the expenses for this month are Chamber of Commerce Dues for \$340.00 and three checks to Kimley-Horn, who are working on Shepler Park. The amounts for the Kimley-Horn checks are as follows: \$2,320.00 for the first one, \$3,480.00 for the second one, and \$6,960.00 for the last one.

Motion by Wiseman-Vaughan, **Second** by Ezerski, to approve the expenditures presented for the month of March 2022. **AYE:** McConnell, Jackson-Seeley, Tanner, Burk, Ezerski, Wiseman-Vaughan. **NAY:** None. ***Motion Passed***

- E.** Receive Treasurer Report and take action if necessary

Schlecht reviewed the March 2022 Balance Sheet, the March 2022 Profit & Loss Statement, The 2021-2022 Income and Expense Tracker through March 31, 2022, and the LETA Projects Pending. These reports are available in the City Clerk's Office.

Going over the Balance Sheet for March 2022, Schlecht stated LETA currently has \$48,163.29 available, which is \$943.00 less than last month because of expenses that the check has been cashed and gone through the bank.

Schlecht stated in the Committed Funds, Children United has \$60,433.73, which is a monthly increase of \$1,739.50. Freedom Festival now has a total balance of \$19,003.27, which is an increase of \$1,050.00 compared to last month. The Medical Marijuana Fund has decreased slightly from last month for a bill that was \$3,640.00. We currently have a Hotel/Motel Tax Receivable for \$33,084.00.

Moving on to the 2nd page of the March 2022 Balance Sheet, Schlecht stated the Accounts Payable is \$76,705.97. In that is the Landfill Fee transfer to move that fund back to the City. That portion was approximately \$76,000.00 and the remaining \$340.00 is due to the Chamber.

Chairman Burk stated he wanted to move over to the Income & Expense Tracker to ask a question. He stated the 2021 Holiday in the Park was budgeted at \$65,000.00, and so far, we have collected \$22,000.00 of that money, correct?

Schlecht stated the \$22,000.00 was paid directly to the Chamber for Holiday in the Park. We do have the remaining funds, some of them have been claimed, and they will show up in your April financials.

Chairman Burk stated we fronted them some of the money to buy displays before that money was in the account. Is that how that money is coming back?

Schlecht stated a lot of that money was paid out of Grants, so we granted them that money. They had revenues from collecting from other organizations. The only money we are expecting back from Chamber Holiday in the Park is \$6,000.00. Now, on the Hotel/Motel money, we have more to collect. We will have a check of approximately \$28,000.00 coming next month, and then as they get more money, we will make another claim.

Rogalski asked if Schlecht expects the full \$65,000.00 from Hotel/Motel to be there by the end of the fiscal year.

Schlecht stated yes.

Chairman Burk stated that's what he was asking. He wants to make sure by next year that \$65,000.00 is in there so we can give it to them instead of having to us our money to cover it.

Schlecht stated this money will already be spent.

Rogalski stated we've already given them the money, so now it is coming back to us. We end up with a net zero. Next year we will have to give them cash again and do it the same way.

Chairman Burk stated we need to figure out a different way to do this. They need to have the money available, so we don't have to front them the cash. When that happens, we're looking at our projects and have to remember that we gave them \$65,000.00.

Rogalski stated we will have to wait until we receive their financial report, but it's possible they will have enough money that we won't have to do that this year.

Schlecht asked if anyone had questions on the Profit and Loss Statement.

Chairman Burk asked what months the Hotel/Motel Income was for.

Schlecht stated the \$33,000.00 is for multiple months.

Chairman Burk asked how far behind we are on collecting this.

Schlecht stated you mean the money that has actually been remitted, not just what we have asked for.

Rogalski stated we are at 74.8%.

Schlecht stated February hotel revenues came in March.

Chairman Burk asked about Municipal Fines.

Schlecht stated we didn't get any this month. She will ask about that.

Moving on Schlecht stated the highlights on the income and expense tracker are the Hotel/Motel Tax that increased by about \$33,000.00 and the Interest Income where we received about \$112.00 this month. The total revenue is showing at 50.3% for March, but we should be closer to 83%. We do have a new Finance Admin and that is going to help tremendously once she is trained. This stuff should get caught up, so we aren't having to do multiples of these at once. You will see quite a few revenues next month.

In the Expenses, Schlecht stated we had Beautification Projects that ran at \$30,157.40. Under Dues and Subscriptions, there is an expense of \$340.00 for the Chamber of Commerce. The total expenses total \$247,293.27.

Chairman Burk stated he wanted to say something about the Hotel/Motel Tax. He asked that everyone contract their Council members because we were guaranteed 7% at the beginning. The Council and Mayor cut it back to 5% to give to someone else. We are doing a lot for the City, like the stuff out in front of City Hall. 2% is not a lot of money,

but it is money that we asked the citizens to vote on. He asked that everyone contact their Council member to say that we need to get LETA back up to the 7% that the people voted on and that this needs to be fixed. He stated that 2% is not a lot of money, but we are still doing projects for the City. On top of that, every ward has a beautification need, and we are the group that does that. When there's only so much money, there's only so much you can do. We have done a lot of projects this year, but I really think if you reach at to your Council member, they will look at getting this 2% back to us. We do projects faster than the City ever has.

Ezerski stated with this budget, it would be \$32,000.00.

Chairman Burk said exactly. Look at the money we just spent around City Hall. And we also did the Farmer's Market. That \$32,000.00 could have gone to either one of those projects that the City doesn't have the money to do. Please reach out to your Council member and the Mayor to say something. We have a loud enough voice to make a difference, but we all have to say something. It can't be just one person. Councilman Harris is here for whoever the Ward 2 representative is. Make sure you talk to him about this.

Councilman Harris stated I hear what you're saying.

Tanner stated in addition to additional funds, we had that gate fee that we charge at the landfill. Speaking to Chairman Burk, he said you and I were on that committee, the Solid Waste Committee, at the time, and we had set it up that 10% of that would go to LETA for beautification projects. Then we raised the gate fee, and a portion of that was to be used to keep the roadway to and from the landfill clean. It covered up to I-44, but everything South of I-44 wasn't included. I think the argument for taking that money from LETA was that it wasn't doing its job. Possibly, we can look into retrieving some of this gate fee. It's \$76,000.00 that we gave back.

Chairman Burk stated that is definitely something we can talk to our Council members about. That money was collected over time, and there were some issues with getting it collected, but it's something that could be looked at. We are constantly looking for funding sources and we can't allow anyone to go after our funding sources. It will create a major problem. For example, yesterday they looked at taking away some of the medical marijuana funds from sidewalks and giving it to people with a medical marijuana addiction. They are always after our money, and we have to stay on it to keep it where it needs to go.

Wiseman-Vaughan asked if the medical marijuana money is 100% for sidewalks.

Chairman Burk stated yes.

Wiseman-Vaughan stated 100% for sidewalks. Period. Because there are more complaints in this City about the sidewalks and lack of than I've ever seen anything else complained about.

Chairman Burk stated we will have a groundbreaking for the sidewalk on Sheridan Road on either Tuesday or Thursday, I'm not sure which. But I'm asking all the trustees to be there for the start of our first project. We actually have that project starting and the one from 38th to Eisenhower has also already been started. We'll get the information sent out to you on the groundbreaking. It's important that we talk about what we do. Chairman Burk stated he thinks it is important that we have another banquet this year. We haven't done one in a few years now, but it's time we get back to tooting our own horn about what we do. If people don't know, they just see that \$1.3 million in the bank, but they don't realize those are restricted funds. A big chunk of that is just for sidewalks. That million dollars is about to get spent.

Rogalski stated it is set up that we can start construction on the sidewalks now and really never stop constructing as long as we have medical marijuana money.

Chairman Burk asked how many medical marijuana places there are.

Brown stated there are 74 dispensaries right now. She stated OMMA is running about 2 months behind on issuing license. She stated she just approved a C/O on another one the other day and there are several more under construction.

Schlecht stated she had a few more things to cover. On the Projects Pending page, the CEC Sidewalk Project was approved by LETA for \$26,350.00, and that amount has been paid. Since then, Schlecht stated she has received more bills and doesn't know if that will fall under the contract that is being created. All of their paperwork says, "according to the contract" and she is confused.

Rogalski stated it was a fixed contract for the \$26,350.00. Do we have another contract with them?

Jones stated yes, we have one with them because they oversaw the bidding process. There is one additional invoice for that.

Rogalski stated if they don't have an agreement with LETA, we can't pay them, so that needs to be worked out.

Jones stated okay.

Rogalski advised to look at the existing agreement and see if it allows them that additional expense or not. If it does, that's great. Rogalski stated it's valid, it may just not be covered by an agreement right now, and we need to get that squared away.

Schlecht stated she also has a question about the contract with MTZ. She needs to know if there are additional funds coming from anywhere else. For example, is the City going to be paying part of this?

Rogalski stated that is an “as-needed” contract with the City, and LETA is piggy backed on that. Really, either entity could use that contract, but right now, it is only LETA using it. Either way, it’s \$1 million total no matter who uses it.

Jones stated right now, we are only talking about Work Order 1, which is the Sheridan Road Project.

Rogalski stated okay. We just have to be careful with that. If the City asks them to do a job under that contract, we need to make sure that the invoices are clear between what is a LETA project and what is a City project. Mike will just have to take care of that.

Schlecht stated okay, so it is one contract, which means there is one encumbrance, and that encumbrance has two or more funds paying for that.

Rogalski said potentially. It may just be LETA the whole time.

Jones stated it should just apply to the work order itself. The work order, in this case, is for Sheridan, so we’ll make sure that if MTZ has something else going on using ADA funds or whatever, those will be separate.

Rogalski stated we can discuss this more later. It’s a contract up to \$1 million. They can’t go over a million unless we give them a work order to do so.

Jones stated anything they submit should be very specific about the “on-call contract”. He will follow up with them to make sure it is done that way.

Schlecht stated she will just need clarification to make sure we have the correct funds encumbered.

Chairman Burk stated the only questions he has on the LETA Projects Pending are the Grants and Awards. The Farmer’s Market is still showing an amount remaining of \$10,000.00.

Schlecht stated that was one of the ones she was talking about that can be unencumbered at the next meeting.

Chairman Burk asked if it was the same for the FISTA mall stuff.

Schlecht stated she needed to ask him if they are going to use that money.

Chairman Burk stated they did it, and they paid for it out of their operating funds.

Schlecht stated okay, I’ll take care of that.

Chairman Burk stated the vests can also go away now, too, thanks to Corey.

Chairman Burk asked if the charging station for McMahon Auditorium had just not billed yet.

Wiseman-Vaughan asked don't they have to be custom made?

Poudrier stated yes, they are custom made, so once they are made, we will be able to pay for them.

Chairman Burk said okay, I'm just making sure.

Motion by Ezerski, **Second** by Jackson-Seeley, to approve the Treasurer's Report for March 2022.
AYE: Jackson-Seeley, Tanner, Burk, Ezerski, Wiseman-Vaughan, McConnell **NAY:** None.
Motion Passed.

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

Poudrier stated they have a number of things. They are working to put together a strategic plan to present. One of the things about working with the library is that so many grants are geared towards just the library. We can turn part of it into an event space so part of it is an event space and part of it is a library space. That's how it used to be, and the library would rent out the event space. That way, there's still art space and library space. But even if we do that, there still more money available to the library. So, we are still working on that plan.

Poudrier stated one of the other things is that we now have a new Arts Coordinator for the City, Rebecca Kinslow. She will be moving here from Nashville, and she has some curation and art gallery experience. One of the things we have discussed is what can we do with the City of Lawton's Art as far as getting it out there or storing it properly. Currently, we have it in mechanical rooms at McMahon Auditorium, and it really shouldn't be there. We've looked at having it at City Hall, so as you're looking at plans for renovations, you might look at having some dedicated space for artwork that is here and belongs to this building. That way, you can have it in a climate controlled where it stays with this building, as opposed to putting it out in some storage place.

Poudrier stated they are working to set up a meeting with SHPO, which is the State Historic Preservation Office. We are working to have them send a representative down to get all of our WPA projects, which are classified individually as historical pieces, to be classified all together instead of as individual entities. There's a good chance we could get that done by the National Registry; in which case we could start using federal funds to fix them. One of the steps to get those federal funds is to have them certified with the government, and we would have to put together a historic commission. There was one in the past that worked on overlays.

Brown stated there is still a Historical Preservation Commission that works on overlays.

Poudrier stated yes, but this once would be slightly different in that it would follow along the guidelines of what each piece is designed to do.

Poudrier stated one of the last things that was discussed was the talk about the sports complex and its location in Elmer Thomas Park. The Cultural Preservation Committee talked about the cultural importance of the park and how it was gifted to the City. They want to protect that green space as historic. They wanted to say that we don't want to see any buildings other than restrooms and memorials impeding on that green space that is Elmer Thomas Park.

Chairman Burk stated he loves the idea that we don't impede upon our park. Someone said to me, do you know why there are no skyscrapers in Central Park in New York City? Because it's a park.

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

Chairman Burk stated Children United had an amazing event on Saturday.

Bonacci stated Children United did an amazing job, and he was honored to be able to participate. He stated it really warmed his heart, and he wanted to thank everyone that made it possible.

Chairman Burk stated Jeanette Klein was his dance partner for the event.

Klein stated Bonacci was the star of the show, and she was just there for moral support. In fact, Rocco's nerve helped me with my nerves. I told him just focus on me and we'll do the hand motions together. Then, I was so focused on him, I couldn't see anyone in the audience that was scary to me.

Bonacci thanked Klein for participating with him.

Klein stated it was her pleasure. It was an amazing night. We raised \$54,703.00, and we have a pledge for \$2,000.00, so we have \$2,000.00 more coming. That brings our gross to \$56,703.00. I just got a text from Carrie at the Apache Casino, and the total bill there was \$8,394.00, so our net is \$48,309.00. She stated they have that amount, plus the money in the bank already, and the pledge from the McMahon Foundation. She doesn't have an exact amount yet because she is still expecting some bills to come in. She anticipates one from the UPS store for the big table signs. She is guessing they will need about \$60,000.00 more before they can start doing some dirt work. She stated she has been doing a little more networking. She just found out one of the Grand Point RV Park tenants has a concrete business. She is going to try to get some discounted prices for the concrete work. She also spoke with Heather Heart at Park and Play, who said her team that comes out to lay the surface has also volunteered to do the frame and place the rebar free of charge. That will get everything ready to lay the concrete. Some amazing things are happening. You just put that positive energy out there, and it starts attracting everything and everybody that you need. She stated they are very excited that this is really going to happen, and she thanked LETA and Chairman Burk for their support.

Chairman Burk stated he would like to thank Klein. After Joe's passing, she took this on at a moment's notice. It was a great event that was very well put together, and it was a really fun night. He asked what the goal was to being completely funded.

Klein stated we need to get \$311,000.00. That's the new bid for the surface. She stated the last paragraph in the letter from McMahon Foundation said once the surface is down and the mounting frame was setup, they welcomed another request for the playground equipment so they could finish the playground.

Klein stated they are still working on some fundraising events. She is waiting to hear back from Medicine Park about hosting an event out there. She has spoken with some band members from Crosslands, Garage Mahalix, and her nephew's band, so she already has three bands lined up just waiting to know if they will do it and when. Medicine Park will draw a lot of people.

Ezerski stated that Joe Chesko's wife approached him during the event and asked how much money is needed to completely do the park. He told her between \$350,000.00 to \$400,000.00 and asked why. She said someone asked her, someone who could potentially do that. Don't get too excited, but you never know.

Klein stated she also spoke with Bridget at Classic Chevrolet, and she eluded that Children United might be a recipient of some of the money from the golf tournament. She said that Irvin read the article in the newspaper, he was very moved by it, and he is a big advocate, so he is going to start promoting this cause. Klein stated she is going to reach out to Classic Chevrolet this week to plead their case.

Chairman Burk said he is pretty sure that if Children United can raise \$30,000.00, LETA can find \$30,000.00. He is very excited to see this come together, and he is ready to break ground.

Klein stated she will get the final figures together and get them to Chairman Burk.

H. Receive report from Parks and Recreation and take action if necessary.

James stated the light for the Lake Helen Fountain was scheduled to ship today, so hopefully they will have it by next week so they can schedule a boat to get out in the water. The next challenge will be finding a day that the weather is good enough to do that.

James said they had a consultant down last week evaluating the cemetery arch. He is working on a proposal to get back to her either this week or early next week. His proposal will include what it will take for a professional to fix it and a biddable scope of work that we can send it out to contractors. The company that did the evaluation also does repairs, so he will be including what his cost would be to repair it as well. The biddable scope of work will include some minimum requirements. She stated she's not sure what to ask for, but she knows she needs more than a mason. The biddable scope of work will give her some guidance and what to look for in a contractor.

James stated she just learned that the lintel (the metal piece that the rock sits on) was shifted, and it has an eyebeam inside of it that is the structural part. One of the big variables is going to be if that eyebeam is still in good shape. When it was constructed, they didn't use the same metal we would use today, so it is possible that it would rot away. The proposal will include that variable, but they won't know if that needs to be replaced or not until they get there. He did call in a favor to a structural engineer to get a price on that eyebeam.

James stated there is also a process called needling that they can do. Basically, they take a bunch of high-powered needles to break off all the rust on the eyebeam. It could be used good as new once that is done, or it could have to be replaced.

James stated if this company does the work, they take pictures of it, blow up the pictures, and then place the rocks on the picture as they take them down. They are laid on the ground in the same way they are constructed in the arch. She stated we at least have a contractor that can do the work to the standard that we want. That's progress on the cemetery arch.

James stated she has talked to Ms. Aguilar about to USS Oklahoma City Anchor Memorial. Ms. Aguilar got an estimated shipping cost and found out that FedEx can get it here in two days from Puget Sound. The bid is \$14,774.66. FedEx did ask some questions that Ms. Aguilar is referring to Mr. Brown with the military to clarify. James stated she is questioning this because we were told very early on that whoever picks it up will have to wrap it and put it on a pallet. It's not something you just grab off the doorstep; it has to be prepped for shipping. Mr. Brown told James that he can make arrangements to have it ready, but there are still a few variables to work out.

Rogalski stated that LETA has not taken action on this project just yet, so they can choose to do whatever they would like. So far, all they have done is said they liked the idea. It is a unique project in that the anchor has to be shipped to the City, so the City made a formal request for the anchor. The City is like the receiving company, but the Aguilar's are taking care of the project. They have CDBL helping them out in getting a site plan and all that stuff put together.

James stated the City of Lawton does have other military items, like the cannon out in front of the airport and the tank in Elmer Thomas Park. Every year, we have to certify that they are still here and that they are in good condition. This is another item that would be added to that list that we are taking accountability for.

James stated she has told Ms. Aguilar that the City will accept the anchor wherever they send it to in Lawton, but we want to move it as few times as possible. Ms. Aguilar is working out those details.

Rogalski stated prior to it being moved, it also needs to be treated somehow. It's just a big rust anchor with a length of chain with it.

Chairman Burk stated I don't want you to be misled in the fact that we have come across some issues with the anchor. I don't want to leave anyone in the dark, but I'm not comfortable to commit to shipping anything until we know what's up with the anchor.

Wiseman-Vaughan asked if it has been decided where the anchor will go.

Chairman Burk stated we pretty much have an idea, where the new sidewalk is being constructed.

Rogalski stated it will have to go through that whole process.

James stated the site that is being prepped is next to the existing war memorials on the Southeast side of the lake, where they plan to continue the trail all the way around Lake Helen. I met CDBL out there to take some measurements, so that is the site they will use for their draft. The military does require some things to be done before they will release the anchor to us, and those site plans and conceptual drawings are part of what they need to see. There are still some hoops to jump through on that.

James stated they are also working on a monarch butterfly and pollinators conservative grant. She will have more information on it tomorrow. This is a grant from the National Fish and Wildlife Foundation, and the goal is for a monarch butterfly and pollinators conservation area. We do have at least one of those in Elmer Thomas Park.

Chairman Burk stated ye, we did the butterfly garden there.

James stated this grant would be used to extend that. The minimum is 500 acres, but between some areas at Lake Latonka, Lake Ellsworth, and some of the parks, we are looking at converting some areas, so we don't have to mow so much. We're thinking about doing a perimeter mow and then doing the butterflies and pollinators area on the inside. We're confident that we can get 500 acres fairly easy. It is a 1:1 matching grant with non-federal dollars, and included in our request, we are doing a no-till seed planter. They have \$203,000,000.00 available, with each grant ranging from \$125,000.00 to \$175,000.00. Applications are due by July 7th, and the review period and announcements will be in late November. We are asking the LETA do the matching funds for that.

Chairman Burk said that sounds good.

Wiseman-Vaughan asked if they would plant the milkweed plants or seeds.

James stated she doesn't know yet. In a previous grant, we had asked for some bigger tractors and equipment, but this seems like a more conservative way to go. This way we can plant them wherever.

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

Chairman Burk stated Patterson is out of town, so there is no report to be given.

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

No comments made.

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

Rogalski stated we are still moving forward on the City Hall Lighting Project. We are working with the same architect that is working on the other projects, so this has slowed down a little because of that. We'll have a number for you at the next meeting to consider so we can get the engineering design underway.

Chairman Burk stated we need to get that lit.

Rogalski stated I know, we're behind.

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

Jones stated construction started on Sheridan Road yesterday, and they are expected to start pouring concrete tomorrow. They have allotted 100 days for construction, weather permitting, but it may be done faster than that. They have already started design on the next priority. Jones then provided a list of every free-standing sidewalk project on his radar, regardless of funding source. Some of them are LETA, some are ADA, and some are concrete repair funds. Jones stated what he tried to do was take into account that ones we already know right now, like Sheridan Road and Gore. Once you get to number 4 and number 5, they may not be built as they are listed. For example, the Downtown Accessibility Project, which is number 5, has already been started. The first piece of that has already been completed on C Avenue, and that will be paid for with concrete repair funds. We have two of those contractors right now. They are both concrete work contractors, and they have other projects that they are working on, so they get to my smaller stuff when they can. The guy from A&E is working on a major road project right now, but he may be able to start on the HC King Center once that is done.

Jones stated the projects on the list will be moved around, and LETA can move some of the priorities up the list if they want. The list will look different from month to month. For example, Councilman Hampton and Council Harris spoke with me about the project on Ferris, so that one will probably be moved up.

Rogalski stated we talked about a project on 6th Street to connect downtown to Elmer Thomas Park.

Chairman Burk stated he would like to get this done. He had spoken to some other Council members about this. It connects downtown, the Farmer's Market, Elmer Thomas Park, the museum and the splashpad. Plus, there's a crosswalk that needs some

improvements. We see a lot of people running and walking from the Y, but there's nothing there, so they have to wait, and then go through the dirt to get to the sidewalk on the other side. I would like to look at that sooner rather than later, and I believe Council would be on board with using sidewalk money instead of LETA funding.

Chairman Burk stated another project he wants to push is the I-44 Pedestrian Bridge Project. It is huge for accessibility to East Lawton. We've had several people hit and killed on and under that bridge.

Rogalski stated this project is also a high priority to ODOT. He stated he's not sure on the total price right now, but at least half of the funds are from an ODOT grant.

Tanner asked what the hold-up is on that.

Chairman Burk stated it's a City project.

Rogalski and Brown asked where we're at on the design.

Jones stated it is 95% complete.

Chairman Burk stated first they were going to put it on the bridge, and now they've decided it's freestanding. You also have to have ADA connectivity on both sides so people can get to it.

Tanner stated he thought ODOT was handling the construction and the City was matching the funds.

Chairman Burk stated he thinks they gave us \$600,000.00 or \$700,000.00.

Tanner stated he thought they were handling the construction, though.

Rogalski stated no, they were doing the design. On the other projects, we did the construction, but I'm not sure how we will do this one. Who is going to bid the job?

Rani stated that ODOT will do it.

Tanner stated so they are just waiting for the City's portion of the funds to start construction.

Chairman Burk stated we allocated \$400,000.00 or \$500,000.00 back in the day, but now prices have gone up.

Rogalski stated it is also much more expensive to construct the free-standing bridge.

Councilman Burk stated this is on the next Council agenda, so reach out to your Council member about it.

Brown asked about Gore from Sheridan to 38th Street.

Jones stated that will be included in the third phase.

Rogalski stated your Phase 1 has not been approved yet. It's Priority 3 between 38th and 52nd that's approved. That should be your next phase. Phase 1 has not been passed by LETA or City Council.

Chairman Burk stated he thinks LETA should pay for Gore and Sheridan to the hospital. The City should fund from the Park to the Farmer's Market. We're trying to get together a master plan on how to do this.

Rogalski stated that code says the money goes to LETA, but it has to be spent on sidewalks that are on an approved plan. The first plan that we have sent them is Sheridan, Cache, and that first section of Gore from Sheridan to 38th. Those are the only things that have been approved so far. We just need to get a plan in front of LETA and City Council for them to approve.

Jones stated he has heard that from 52nd to 67th Street on Gore is the higher priority.

Rogalski stated that may very well be the case, but it hasn't been approved yet.

Jones stated the plan he has provided didn't take approval in to account.

Chairman Burk stated we may be able to use City sidewalk money to go from there to 67th as well.

Wiseman-Vaughan stated she thinks more ADA money could be used since every sidewalk is going to be accessible, especially around the hospital.

2. New Business

A. Consider approving the minutes of the February 9, 2022 meeting.

Tanner stated I believe these minutes were approved at the last meeting.

Rogalski stated I have a copy of those minutes here somewhere.

Brown stated she may have meant to do the March minutes here.

Rogalski stated it is the February minutes that are attached.

Tanner stated the March meeting had approve the minutes of February 9th.

Schlecht stated she doesn't believe the March minutes are done yet.

Chairman Burk stated that's fine. Let's just get them approved. It won't hurt anything if we end up doing it twice.

Motion by Tanner, **Second** by Jackson-Seeley, to approve the minutes of February 9, 2022. **AYE:** Tanner, Burk, Ezerski, McConnell, Wiseman-Vaughan, Jackson-Seeley **NAY:** None. ***Motion Passed.***

- B. Consider ratifying the actions of the executive director in approving an additional \$320.00 expenditure for Trash Off t-shirts, bringing the total to \$4,320.00, due to an increase in the vendor's price.

Motion by Ezerski, **Second** by Wiseman-Vaughan, to ratify the actions of the executive director in approving an additional \$320.00 for Trash Off t-shirts, bringing the total cost to \$4,320.00. **AYE:** Tanner, Burk, Ezerski, McConnell, Jackson-Seeley, Wiseman-Vaughan. **NAY:** None. ***Motion Passed.***

- C. Receive a presentation regarding the proposed annual Shady 580 Tree Planting Project and take action as necessary.

Rogalski stated he wished he had more time to explain this, but basically, he and James were talking about Lawton being called "Shady 580". He stated but who doesn't like to be in the shade. Maybe we should plant trees.

Chairman Burk stated yes, let's flip this into something positive.

Jackson-Seeley stated she really doesn't like the negativity that is associated with "Shady 580". This is very good.

Rogalski stated this is going to be an annual tree planting project that will take place on Arbor Day. This year, that is the day before Trash Off. We just want to plant a few trees once a year.

James stated depending on what kind of tree donations there are, she has 12 spots planned out for Greer Park. For maintenance reasons, she likes to keep them all in one area, so the guys don't have to run all over town trying to water them.

Tanner stated if James is asking for funding.

Chairman Burk stated no. We think we can get some trees from the tree place up in Stillwater. It's the same place I got those 75 trees from before. They load them up and bring them. The only thing they ask is that you have to get water to them and maintain them. They just need LETA's blessing to do this.

Motion by Jackson-Seeley, **Second** by Wiseman-Vaughan, to approve the Parks and Rec Division to begin the annual "Shady 580" Tree Planting Project using donated trees and no funding from LETA. **AYE:** Tanner, Burk, Ezerski, McConnell, Jackson-Seeley, Wiseman-Vaughan **NAY:** None. ***Motion Passed.***

- D. Accept nominations and select Yard of the Month for April.

McConnell stated that the resident at 234 NW 74th Street always has something nice and unique in their yard. The picture shows their tulips, but there is always something different.

Jackson-Seeley said she is familiar with this townhouse, and it is always beautiful. She gave directions on how to get there.

Motion by Jackson-Seeley, **Second** by Wiseman-Vaughan, to select 234 NW 74th Street as LETA's April Yard of the Month. **AYE:** Tanner, Wiseman-Vaughan, Burk, Ezerski, McConnell, Jackson-Seeley **NAY** None. ***Motion Passed.***

3. Discussion

Chairman Burk stated he has been working on the City Manager for about 2 years to get the lights replaced up and down our streets. Yesterday, he finally met with PSO about getting this done after he has badgered him constantly about it. PSO has agreed to replace every single streetlight in the City of Lawton with an LED light.

Wiseman-Vaughan stated good job.

Chairman Burk stated it will happen in the 4th quarter of this year, and they will replace every single light with an LED.

Rogalski stated the City does not have to pay for the lights themselves, but the rate per light is a little bit more with the LEDs. We have to pay that any way.

4. Adjournment

With no further business, the meeting adjourned.