

MINUTES
LAWTON ENHANCEMENT TRUST AUTHORITY
NEW CITY HALL AUDITORIUM
212 SW 9th STREET
JULY 11, 2012

Bob Dismuke, member, 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 (entered late); Carter, Carol; Dismuke, Bob; Godlove, Jane; Hankins, Mary Ann; Harbison, Jean; Safi, Anika; Smith, Addie; Smith, Marilyn; Tennis, Michael.

ABSENT: Hushbeck, Tim.

OTHER PRESENT: Denise Ezell, City Clerk's Office.

BUSINESS ITEMS

1. Reports

A. Receive report from 4-D Landscaping

Dismuke stated 4-D isn't here today.

Shahan stated I'll be giving their report today. We thought the City was going to establish a contract with 4-D but that will not be the procedure. The contract with LETA will still be in place. There is one year left on this contract. 4-D will invoice LETA and LETA will invoice Parks and Recreation for reimbursement. In March of next year we will start the bidding procedure for the 2013-2014 fiscal year. I'll notify 4-D asking them to continue to be present at the meetings.

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

Shahan stated I wanted to show you the prairie area in Elmer Thomas Park. This is what we have in mind. We want to plant wildflowers in this area.

Dismuke stated that looks like clay soil. Will wildflowers grow in that?

Shahan stated we will have to cultivate it. The Oklahoma Department of Transportation (ODOT) will assist us since they helped with the funding of 3rd Street which was built through the park. They also want to do some arterials. This will give you an idea of why we mow only in certain area. Also I have the plans for the ball fields at McMahon Park. Council approved \$140,000 for improvements/enhancements to the park. There was a portion of your plans to enhance the areas between Field 3 and 5. All the dollars will not be for landscaping but I believe we need to attempt to stay with the plan. We will make the improvement to the ball fields with

the appropriated dollars and then the monies allocated for landscaping we will landscape according to the plan until it is completely done. When we start projects associated to landscaping we will come back and ask you for assistance and guidance of which plan we want to do. I think we will have around \$30,000 for landscaping.

Burk stated the park looks great. So you believe out of the \$140,000 there will be around \$30,000 for landscaping.

Shahan stated yes.

Burk asked do we have any estimates.

Shahan stated I didn't find anything.

Burk stated I'm sure Elkouri has it. If we could find this out it would give us an idea of where we are funding wise. I believe there is another \$48,000 in landscaping to be done to finish Phase II. By this time next year we will be close to having the project complete. The trees by the road look great.

Shahan stated they are doing well.

Burk stated we have a couple of pines that Elkouri needs to replace when the time is appropriate. Are there any other questions of Shahan?

C. Treasurer Report

Burk stated the cost of our audit from Hatch and Croke was \$5000. I believe that Playground In The Park and Friends of the Trails should help with this expense. I believe they have cost our audit to be substantially higher.

Dismuke stated that seems excessive for a charitable organization.

Burk stated that was a two year audit. I believe they need to share in the \$2500 for this year. I would suggest charging Friends of the Trails \$100 and Playground In The Park \$400. That would leave \$2000 for LETA. That isn't a huge amount but I believe it is the right thing to do. Looking at our encumbrances haven't we already paid for the landscaping at the playground?

Ezell stated yes. See where it says zero. Our only encumbrances are \$1500 for the three local schools, \$5000 for the East Side Dog Park and \$648 left from Trash Off.

Burk stated Trash Off is complete so we can zero that balance also.

Ezell stated our balance as of today is \$46,451.74 and after encumbrances \$39,303.74.

Burk stated we did receive \$26,000 for municipal fines that will show on report for next month. Playground has roughly \$16,000; Fire Pac has \$6200; and Friends of the Trails \$10,000;

Motion by Dismuke, Second by Smith M, to accept the treasurer's report. **Aye:** Carter; Dismuke; Godlove; Harbison; Safi; Smith A; Smith M; Tennis; Burk. **Nay:** None. **Motion Carried.**

2. New Business

A. Approve minutes of February 6, 2012.

Motion by Tennis, Second by Dismuke, to approve the minutes of February 6, 2012. **Aye:** Dismuke; Godlove; Harbison; Safi; Smith A; Smith M; Tennis; Burk; Carter. **Nay:** None. **Motion Carried.**

B. Residential Eye Candy Awards and take action if necessary.

Burk stated we are glad to see McConnell from the Constitution with us today. We have dropped the ball in getting the word out about the Residential Eye Candy Awards. At this time we have had two winners. Does anyone have any new locations to add to the nominees we already have. Seeing none here is the list of addresses: 102 NW Ft. Sill Blvd., 812 NW 13th Street, 1120 NW Cherry, 718 NW 46th Street, 716 NW 46th Street, 2510 West G, 1111 Lake Avenue, and 1115 Lake Avenue.

Smith M stated I like 1111 Lake and 1120 NW Cherry.

Burk asked are there any other nominations. All those for 1120 NW Cherry. (A unanimous vote) This is located in Tennis' Ward so we will ask that you make contact with the winner and place the sign in their yard.

C. Discuss the retreat and retreat goals and take action if necessary.

Godlove stated the retreat is set for September 8th at the home of Marilyn Smith. I made contact with Pat Beck from Vo-Tech and she will be conducting the retreat. Ezell included in our packet the letter from Beck with questions she had. She asked if the Authority had thought about what they expected as an outcome. This will help her to focus on delivering a plan that meets those expectations. Do you want to come away with broad strokes and a big picture or with a plan that goes deeper into details? It would be helpful to her if we could think about this. Everyone needs to think about it. I would like for us to discuss marketing. I believe we are sorely deficient in marketing what we do. I'm sure there are many other things we need to talk about also. I have had responses from Safi, Harbison, Smith M, Tennis, Burk and myself about attendance. It will start at 9:00 a.m. and end at 3:00 p.m.

Dismuke stated I will be on vacation.

Smith M stated we will also be providing lunch.

Burk stated I believe there are things we really need to think about. One is board development and responsibilities. This is an issue we need to address.

Dismuke stated I think marketing is so important. That is a good idea.

Burk stated Pat Beck is perfect for this. This is a win win for our organization. Did we join the Economic Development?

Godlove stated not yet. I need help with filling out the form. Once that is complete we need to mail the form and a check to Beck and we will then be a member.

Burk stated everyone needs to email your ideas to Godlove. This is great timing and I appreciate you ladies taking this on.

D. Discuss Eye Candy Awards Banquet and take action if necessary.

Burk stated I have been so busy I haven't had the chance to have our initial meeting. We need to do that in August and get this going. I would love to get Maria Shahan involved again this year. I would like to have committees to be responsible for certain parts of the banquet. We have to have more than 4 or 5 members involved. It will be simpler this year because we have a template to go by. Cameron was also a great asset with the printing. They are great to work with. August and September is when we need to start working with them.

Smith M asked do you have a list of committees you need.

Burk stated not yet. We need to have that list before August. I'll ask Shahan to help me.

Tenis stated we need to see about getting a different photographer. It was several months before we received the pictures. The pictures were good he just didn't respond to my emails.

Burk stated we received one disk and could have purchased more. His name was Mike Mazzio.

Dismuke stated that surprises me with him.

Burk stated part of it may have been our fault. We had hired someone else and they backed out at the last minute. He charged us \$500 and was here from 5:00 p.m. until 10:00 or 11:00 p.m. The photos were wonderful I think he didn't know what we expected. Also he didn't know where to deliver the disk. I don't think we gave him enough information.

Tenis stated he didn't put them on the internet and that would have taken two seconds and it took a month. He always had an excuse.

Burk stated I didn't know he put them on his website. Next time we need to tell him what our requirements are.

Smith A asked can we get copies of the disk.

Burk stated you can purchase them from him.

Smith A asked we can't make a copy?

Burk stated we would need to get his approval for that.

Harbison stated those need to be downloaded to our website.

Burk stated I have spoke with the gentleman that does our website several times and he is very busy. He keeps putting me off. We need to discuss hiring a real company to do and maintain our site. LETA YA needs to be on there, we need to download photos, our calendar needs to be maintained, our board meetings should be listed and none of this is being done. We need somebody that can oversee all of this. I'm going to make a list of committees that is needed for the banquet and for helping with the webpage. We need this by the next meeting. I will not be here for our next regular schedule meeting so we need to change the date of next month's meeting. Does anyone object to changing the date?

Motion by Godlove, **Second** by Tennis, to cancel our regular schedule meeting in August and reschedule it for August 15. **Aye:** Harbison; Safi; Smith A; Smith M; Tennis; Burk; Carter; Dismuke; Godlove. **Nay:** None. **Motion Carried.**

Burk stated Shahan just texted me and the landscaping for Phase II at McMahon Park is \$54,000 plus \$22,000 for the sprinkler system for a total of \$76,000. He has roughly \$30,000 so that leaves \$56,000. We may want to break that down into further phases. We need to decide as a group whether we would be interested in doing between the fields or out by the road.

Tennis stated my suggestion would be to price those out individually.

Smith M stated I second that.

Burk stated I'll have Shahan separate it up and tell him we don't have \$56,000. We need to figure out a way to make it happen. If we get the \$25,000 grant from ODOT to do the project on Lee that would help offset some monies.

Godlove stated on the awards for the banquet I was wondering if we could enlist the community to participate in those major awards that we give to individuals. I think perhaps we need a little more formal way of doing that. This way people can give their reasons for why this person should get this award.

Burk stated I agree. That is something else that needs to be on our website. We need a form where you can nominate individuals, Residential Eye Candy and Commercial Eye Candy nominees. We need to also list our previous winners.

Dismuke stated we drive around our Wards trying to find someone to recommend. I think the Ward members know what is available. I also suggested to Burk after last year's banquet I would like to see committee members do the actual awards. We know why that particular business has been chosen. I thought last year that wasn't handled well. I would like to see people who know what it is all about and what we are doing make the presentation.

Smith M asked didn't you think it lasted a long time. The awards went on forever.

Tenis stated we were concerned about the length last year.

Burk stated we were real concerned. We thought about letting individuals do exactly what you are talking about but it was a nightmare when we started timing it.

Dismuke stated I'm not trying to step on toes but the MC was poorly done. I suggest Burk does it. Someone that can keep this rolling and keep it on track. It was not on track.

Tenis stated I would suggest Monte Brown. I attended a deal at the CETES Center and he did a great job.

Dismuke stated nobody know us better than we do. Why not Burk? He knows all about us. We can find a dozen good speakers but they don't know LETA. That is just my opinion.

Burk stated I don't disagree with you. We learned a lot from the first time. I felt it lasted longer than we wanted it to. We felt it was a little redundant and could have moved a little quicker. When you are planning you know you have a schedule but all of a sudden it is two hours long. We tried cutting back. People really enjoyed it. They came up after the banquet and stated it was top notched. Cindy Ross wrote me a letter thanking me for putting it on and stated it was the talk of the town.

Dismuke stated those are things we would like to hear about.

Burk stated I will bring the letter.

Godlove asked is this something that we might want to include in our retreat. If we have somebody that is eliciting short answers and topics and things that we can put on a screen and not discuss just things that we see as needed to be improved then perhaps we could include that.

Burk stated I agree and I'm going to be looking for your help.

Dismuke stated you did a great job. I think we can improve on it and there are somethings we can do better. We need to learn from our mistakes.

Burk stated we agree with that. Is there anything else that we need to discuss today?

Dismuke asked at the last meeting didn't we ask that an item for prairie dogs be placed on this agenda.

Burk stated no.

Dismuke stated I could swear we asked something be placed on the agenda.

Smith A stated there was a discussion about getting rid of them but we didn't say anything about an agenda item.

Burk stated that is beyond our preview.

Dismuke stated we can't make recommendation to Council.

Burk stated not about prairie dogs.

Dismuke stated I don't know why we had a long meeting last time talking about all the things they were doing in the park. I could have sworn we stated we were going to talk about the prairie dogs. I understand we can't kill them but looks to like we have the authority to make a recommendation to Council if they are destroying the park. From the reports we received at the last meeting he indicated that was a problem.

Burk stated they do tear up the park but politically we will have a black eye if we are the ones to bring that forward. I'm being honest. They are being taken care of in a manner that is approved by the State. We are given a permit so we can poison and control only so many a year and at a certain time of the year. Council will balk on talking about this because it is a political nightmare. We agree it is a mess and are doing the best we can. Shahan is going to talk to the State about increasing their efforts due to the number of new dogs this past spring. As the Chair of this Authority and making a recommendation to Council I believe that would be a nightmare for us. We have a good reputation for enhancement and I don't know if that is something we want to tackle. Speak up if you disagree with me.

Harbison stated I agree we need to do something in a quite manner.

Burk stated that is what they do now. They are doing a regular eradication and doing it quietly.

Dismuke stated I like the prairie dogs too. I thought maybe from 2nd Street east they could have a prairie dog town and those that want to go play with them could. Where we are planting hundreds of trees and shrubs it doesn't seem feasible to continue to do so and have the prairie dogs. They are even getting into Lawton High's track and football fields.

Burk stated Shahan is doing his best. They don't want to totally do away with them. There is an area they have tried to keep them in but you can only do so much. As far as making a statement or making a recommendation to Council to eradicate them I'll wait until I leave and then you can do that.

3. Old Business

4. Announcements

5. Adjournment

Motion by **Tenis**, **Second** by **Smith M**, to adjourn. **Aye:** Safi; Smith A; Smith M; Tennis; Burk; Carter; Dismuke; Godlove; Harbison. **Nay:** None. **Motion Carried.**