

**MEETING OF THE
LAWTON ENHANCEMENT TRUST AUTHORITY
3rd FLOOR CONFERENCE ROOM
CITY HALL
212 SW 9th STREET
JULY 14, 2021**

Vice Chair-woman Hankins called the meeting to order at 3:05 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 (arrived at 3:11pm), Barry Ezerski (arrived at 3:08pm), Mary Ann Hankins, Lou McConnell, Katy Jackson-Seeley, Addie Smith, Kerry Sweeney, Ted Symuleski, Annette Wiseman-Vaughan

ABSENT: None

OTHER PRESENT: Richard Rogalski, City Manager's Office; Dennis Totte, Bedrock Nursery; Corey Bowen, Neighborhood Services; Daniel Lynch, Neighborhood Services; Susan Schlecht, Finance; Kaley Patterson, Community Relations; Jeanette Klein, Children's United; Keith Neitzke, Parks and Grounds; Charlotte Brown, License and Permits; Michael Jones, Engineering; Donalynn Blazek-Scherler, City Clerk's Office.

BUSINESS ITEMS:

1. Reports

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

Totte stated that \$20,000.00 was approved for the crepe myrtle replacements on 2nd Street. He stated he drove by and counted 82 along the street that need to be replaced. He provided an estimate for the 15-gallon sized crepe myrtles that would be a total of \$28,699.18 for all fees.

Totte provided estimate for the Gore median from 11th to Railroad to replace the winter kill. He stated he would take down all the big dead trees and bushes, but the smaller crepe myrtles would be okay to just cut down and let them grow back. The estimate would be \$7,500.00.

Chairman Burk stated LETA had over \$30,000.00 cut out of their budget at the Council meeting last night. He stated that is a cut from 7% of the budget to 5%. He is very discouraged by this and it will stop LETA from doing some projects, like the Farmer's Market. Second Street does have a dedicated fund, so those things can still be done.

Totte stated that the suckers are still there, and they will grow back, it will just take time, but it will work if the money is not available to plant new ones.

Chairman Burk stated he went and looked; some of them are there, but others are just twigs. He asked Totte how much money he thinks would be okay to be left.

Totte stated he would do the main intersection at 2nd and Gore.

Chairman Burk stated he just is trying to find a way to save money since LETA doesn't have it anymore, and they need to save money to replant things next year.

Totte stated the planting is covered out of the City budget. That would be the seasonal color change two times a year.

Chairman Burk stated things like the big freeze, broken pots, and broken sprinkles all come out of the LETA fund. He stated that fund started out around \$120,000.00 or \$130,000.00, and we've already used half of that in 4 years.

Brown asked Neitzke if sprinkler repairs are included in that.

Neitzke stated that the color changes, shrubs, and sprinkler maintenance. What's not included is replacement of trees and such.

Brown asked if that's repairs on the sprinkler as well.

Totte stated maintenance is included in the City contract, but repairs, like breaks under the concrete, are not.

Chairman Burk stated he would love to approve this because it would look right again. There are lights out on 2nd Street, by the way. We need to keep it lit and looking right, then it looks right. If your city looks right, then people want to be here. If we don't do this, then things will go back to how things looked before LETA started doing things and people will leave. LETA has led the charge on a lot of things, like businesses having to put in landscaping. LETA has to keep this up; we can't go away. We can't afford to let that happen to our community.

Hankins stated she doesn't think LETA will go away. People recognize LETA and know what we do.

Chairman Burk said once they cut your budget, it's nearly impossible to get it back. This cut will keep LETA from doing big projects. He was furious about this decision. LETA is the only of the top groups that got a cut.

Chairman Burk stated they need to get back to business. He asked Totte if he had a guestimated number on how many if they left the taller crepe myrtles.

Totte stated he didn't go that far into counting them. He only counted everything that wasn't a tree. He would have to go back out and look.

Chairman Burk stated he thinks they should just use the \$20,000.00 that was agreed upon already, and anything that is decent, just leave it.

Hankins stated the ones that they cut down on Lee Boulevard and let regrow look fine now.

Totte stated he also had an estimate on East Gore, but it's almost a mile long, and it may need to be scrapped. It would include irrigation and about 12 medians from Gore to Lucky Lane. He stated he went off the numbers that were used on North Sheridan. He stated that there are 12 islands, 2 of which are off of the creek bed. There is a big swell there that makes that area bad for planting, so they would skip over those two.

Chairman Burk if they were starting East of the creek.

Totte stated they started up by OHP with a few beds there, then a few more beds by the entry to the casino, skipped over the creek area, started on the other side of the creek heading East, past the Comanche Nation Tax Commission, by Ft Sill Federal Credit Union, then Los Tres, and ending all the way at the other end by Lucky Lane.

Totte stated in total, that is 12 medians (two that aren't landscaped) and 8 flower beds similar to the big ones on North Sheridan. Then, in the areas where the median thins off, they would do crepe myrtle rings (like on Lee), and 8 trees on the wider medians.

Totte stated the cost for this would be \$71,000.00 for the irrigation and \$127,000.00 for the landscaping.

Chairman Burk stated this needs to be a long-term plan, and maybe right now they just pick out three or four medians to do now. He stated he would like to see the medians on the East side of Cache Creek done first, just because there are more businesses on that side.

Brown stated that there is already water close to there, and some of that would also be paid for by the City with the DEQ stuff. She believes that put in \$75,000.00, and she thinks he is planning sprinklers and some of the bigger trees with that.

Rogalski stated the median by OHP is kind of the entrance to our city, and it needs something, even if it's just flowers.

Totte stated that intersection would be awesome, and then maybe one down by the complex. Maybe skip every other one between.

Totte stated his last estimate is small, but really critical to get the right service on the Public Safety Facility. He stated that the clock that runs the sprinkler system is a two-wire system, so it has a decoder for every zone. He wants to get this on the Wi-Fi, like City Hall, so it can be controlled remotely instead of a tech having to go into the jail. The clock that runs that system would be \$1,200.00, each decoder is \$85.00, and a decoder would be needed

for each of the 33 zones. The rep Totte spot with stated if LETA buys the decoders, he will give us the clock at no charge. The total price for the decoders and installation would be \$5,800.00.

Chairman Burk asked Rogalski to see if any of this can be paid from the contract money for the Public Safety Facility.

Chairman Burk recapped Totte's entire report. He stated the plan for the Gore medians is get with Rusty to see how they can work together between his projects and LETA funding; the plan for 2nd Street is to spend the \$20,000.00 on crepe myrtles in the major areas; the Gore median needs to be cleaned up of all the dry brush. The cost for that is \$7,500.00.

Motion by Symuleski, **Second** by Jackson-Seeley, to approve \$7,500.00 for clean up of the Gore medians. **AYE:** Ezerski, Hankins, McConnell, Jackson-Seeley, Smith, Sweeney, Symuleski, Wiseman-Vaughn, Burk **NAY:** None. ***Motion Passed.***

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

Bowen stated it has been a big month of June in Neighborhood Services. There have been 1,223 notices sent. For the 20-21 fiscal year, there were 2,473 abatements completed. A demo contractor has been hired for Parklane School. Bowen stated the demo contractor intends to complete take out the building. 31 homes will be sent to Council to be declared dilapidated, and another 17 have been sent to bid for demo.

Chairman Burk asked how many houses that have been sent to Council are still remaining to be demo' d.

Bowen stated of the 160 that have gone to Council, there are roughly 60 still standing, not including Mays.

Ezerski asked if Bowen spoke with John Ray about Parklane, or the new buyer.

Bowen stated it was the new buyer from Oklahoma City.

Bowen stated there has been a lot of voluntary compliance on the demos. There have been a lot of permits pulled to either tear down the structure or bring it back up to code.

Brown stated that Long John Silvers has pulled an interior demo permit. They are not tearing the building down at this time, but they hadn't cleaned anything up inside after the fire.

Chairman Burk asked Bowen to address the line of trees behind Buffalo Wild Wings. He is afraid the homeless people that have setup there are going to cause a fire.

Bowen stated there are a few areas where homeless camps are popping up, and they are trying to stay on top of them. He stated they already addressed one group by Fields and

Dunning. He asked if anyone sees anything, to please call and let Neighborhood Services know. Once they are established in an area, it's really difficult to get them out.

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

Schlecht gave report on invoices and requisitions. Report is available in the City Clerk's Office.

Motion by Ezerski, **Second** by Symuleski, to approve invoices, requisitions, and all other submitted materials for payment for June 9 through July 13, 2021. **AYE:** Hankins, McConnell, Jackson-Seeley, Smith, Sweeney, Symuleski, Burk, Wiseman-Vaughan, Ezerski. **NAY:** None. ***Motion Passed.***

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

Schlecht gave report over balance sheet. She stated that she has started making some changes to the format of this document, but there are still more changes to come. Anything that is marked with an "R", is a restricted fund.

Schlecht then gave report over the Profit and Loss Statement, the Income and Expense Tracker, and the LETA Pending Projects.

All items in the Treasurer Report are available in the City Clerk's office

Schlecht stated she also looked at the Hotel/Motel numbers for the end of the last fiscal year to determine LETA's portion. She stated the total was \$76,978.00, \$42,000.00 has already been received, so that leaves \$34,978.00 additional that still needs to be claimed. A budget amendment will be needed for that.

Rogalski asked if there are any other numbers that need to be adjusted. Schlecht said no.

Chairman Burk questioned if any invoices have been received for the FISTA landscaping because the work has already been done.

Brown stated they did send an invoice, but there are some corrections needed. The invoice is under FISTA instead of LETA, there are taxes showing, and the balance shows \$0.00. She said she has reached out but hasn't heard back from anyone.

Chairman Burk said he would check on that.

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

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

Patterson gave report on CPC's June meeting. She said they discussed Highland Cemetery. They would like a contractor who has worked on similar historical preservation projects to work on the archway. She stated they also discussed the glass encased bookshelves that hold some historical items at the Carnegie Library. They do not have a key to access these items, and nobody knows where the key is.

Schlecht stated that Finance may have the key for that. She stated they will look for it.

Patterson stated that CPC would like to be onsite when the case is opened so they can archive the items inside.

Patterson stated that there are pews from Carnegie Library that were moved to the former Municipal Court building. When they went to the former Municipal Court Building on Monday, they only found one pew. They don't know where the other pews are.

Brown stated there used to be a few in the back of the court room.

Patterson stated they weren't there when CPC looked for them on Monday. She said she spoke with Jillian, the court director, and she stated the pews were not being moved to the new building.

Schlecht stated Patterson may need to check with Stephan because he may have moved it.

Patterson stated that CPC would like to look for them in the police station once the inmates are moved out.

Patterson stated they also spoke about the Historical Overlay, but they are still waiting for the Historical Preservation Commission.

Rogalski stated they are waiting on him. He stated he is still writing the guidelines for it, but Historical Preservation has given him some guidance on that.

Hankins stated that she is going through Dr. Morford's things and his nephews want to throw things away. She stated there are old maps of Lawton and Morford Hills, and the nephews just don't know what they have. She wants to donate some things to the museum. Some things have already been included in the estate sale, and they cannot be removed from the sale because it has already been signed. She said she will be donating some things to the museum, but there is still a lot left. She would like to call Sherry about the remaining items.

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

Klein gave report for Children's United. She stated they have lost several dancers and the organizer for the dance teams. They have decided to push the dance back again. With the walk in October, they are shooting to hold the dance in April 2022. Kay with the Lawton Ballet has agreed to take care of all of that. This way they have more time to reach out to

the community to put some dance teams together, they have a rehearsal space, and they have professional help with choreography and organizing.

The Walk is geared up for October 23rd. There will be one flyer for sponsors and one flyer for participants. Once the flyers are printed, each Children's United committee member has agreed to approach 10 businesses in Lawton to ask for sponsorships for the t-shirts. For the walk, 12 years old and up will be \$5.00, and anyone 11 years old and younger will be free. The school district has agreed to help spread the word, and there is radio coverage in place.

Klein stated the plan right now is to reach out to as many businesses as possible and ask for a smaller donation. The goal is to reach an addition \$250,000.00. Once the money is collected from the sponsors, she will reach back out to the McMahon Foundation for additional assistance.

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

Neitzke stated that Parks and Rec has been making repairs to the fountain at Lake Helen, but now someone has stolen the cable from the water to the control box. They were able to test to motor and it works, but now it has to be taken apart. The good news is that the aerators are working again.

Neitzke said Express Personal usually provides 10 workers for weed whacking and litter patrol, but they have only given him 2. He has advertised for seasonal employees and he has continued to reach out to Express for more employees. He stated they did have 16-cut contracted out through Teen Challenge, but Teen Challenge decided they did not want to renew that contract. 9 contracts went out for bid, and the total for 16 cuts every two weeks was \$648,000.00.

Chairman Burk asked why Teen Challenge didn't want to renew their contract.

Neitzke said they were concerned about the cost of fuel.

Jackson-Seeley asked the minimum age for the seasonal workers and the time frame they would be employed.

Neitzke said the position is for anyone 18 or older and they will work them as long as they can. The seasonal workers for Lakes are usually employed all summer until school starts back up. That gives them about 1,200 hours.

Jackson-Seeley asked what the pay is.

Neitzke stated the starting pay is \$10.08, which is more than what Express pays.

Jackson-Seeley stated she is a high school counsel, and her district just started a program this year where some of the kids were hired to work maintenance in the school buildings.

Chairman Burk said it's going to be really hard to find employees at \$10.00 an hour. The reality is, you have to be able to pay close to \$15.00, but that's a problem that the City will have to work on.

Neitzke stated they are in the process of purchasing 4 more John Deere zero turn mowers, and he is waiting for his boom mower.

Wiseman-Vaughan asked if it was possible to get workers from the Juvenile Bureau.

Hankins stated they had done some work with them in the past, but their rules are really strict.

Ezerski stated his wife had done some work with the Juvenile Bureau before, and all they were allowed to do was pick up litter.

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

Patterson gave report for Tiffany Vrska. She stated she pulled the social media insights for LETA for the last 28 days. The page views have increased by 63%, the Likes have increased by 22%, and the Follows have increased by 26%. She said the Yard-of-the-Month photos have been posted on Facebook and have also been posted in the newspaper a few times. Those photos provide a lot of traction for the LETA page.

Bowen asked if the guys from Neighborhood Services can provide nominations for Yard-of-the-Month.

Chairman Burk said absolutely. Anyone can provide a nomination.

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

No ward updates at this time.

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

Rogalski stated he has spoken with the architect who had designed City Hall about the lighting project. The architect asked if there was something wrong with the lights that are already in the dome. The architect was working on getting the old lights fixed.

Chairman Burk said he has been up to the dome to look at the existing lights already. He said they are extremely old and rusted and they need to be replaced, not repaired. He also wants LED lighting.

Rogalski said he will let them know to just put new lights in.

Brown stated she spoke with the contractor who is staining the fence. Public Utilities went out and mowed that area. The contract asked if LETA would pay for the stain up front. Brown told him yes and now she is just waiting for him to get her that information.

Ezerski stated he would like to go back to the discussion on the lights. He asked if they were doing white LED lights or multi-colored.

Chairman Burk said he would like multi-color at least on the dome so the color can be changed periodically.

Rogalski stated this is a very large lighting project and the price difference between white and multi-colored will be big. Also, the dome is copper so most colors will just look weird.

Chairman Burk stated when it lights up, it'll light up both sides, not just the dome.

Rogalski said okay, you want the color changing LED lights.

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

Jones provided executed amendment that was approved last month. It lowered the cost of the sidewalks on Sheridan and Cache, and it provided bid documents that were more generic so they can be used elsewhere.

Jones also provided an invoice for the CEC sidewalk for \$26,350.00. This covered the bid documents and the sidewalk plans.

Rogalski stated this is only a partial invoice.

Motion by Ezerski, Second by Sweeney, to approve payment of the invoice for the CEC sidewalk project in the amount of \$26,350.00 from the sidewalk funds. **AYE:** Jackson-Seeley- Smith, Sweeney, Symuleski, Burk, Ezerski, Hankins, Wiseman-Vaughan, McConnell **NAY:** None. ***Motion Passed.***

Jones stated he has concluded his review of this project and instructed to increase the scope of the project to include crosswalks and pedestrian signals. Along Sheridan there are about a dozen old driveways from demolished houses that need to be cleaned up. He is sending notice out to the property owners. If they don't respond, that gives him permission to do as needed to fix those areas.

Rogalski stated he would like to go over the crosswalks and pedestrian signals because there were questions as to whether or not those were included in the medical marijuana sidewalk money. He stated it is not just the concrete and the sidewalk, it's everything.

Jones said they will be installing pedestrian crosswalks at Smith, Cache, Sheridan, and Homestead. He stated it is incumbent upon them to not only get the pedestrian down the sidewalk, but they also have to get them across the street.

Chairman Burk asked if LETA can have some help from the funding they have since this is also addressing some accessibility issues.

Jones stated yes.

Rogalski stated the next thing is that he had spoken with CEC and they do have the capacity to do more sidewalks right now. The only plans that have been submitted to Council are Sheridan and Cache. He asked Jones to come up with another plan to bring before LETA at the next meeting.

Brown asked if Gore was included with the current plan.

Chairman Burk stated they did from 38th to 52nd on Gore on the south side of the road.

Rogalski said they can get moving on that one then. They may not use CEC for that one because that will be up to Engineering.

Chairman Burk stated there's a lot of sidewalk that's new and some old sidewalk that needs to be torn up. That sidewalk goes all the way through Cameron and that will be the connection for the school.

Rogalski stated they have also been working on another project on Lee Blvd from 11th to 17th and there is some CDBG funding for that one, but they will be short \$50,000.00 because the estimate for that is \$250,000.00.

Chairman Burk said get the information on that and bring it back to LETA. He also wants to look at a project in East Lawton over by Arvest Bank and the field that leads to the high school. There's no sidewalk there and that's where the military go through to get access to the other sidewalk to run. There are also school kids that walk through there. All of that foot traffic is leaving ruts.

Rogalski stated there is also a tiny section of sidewalk on the south side by the apartments. It's the only section along East Gore that doesn't have sidewalks.

Chairman Burk said look at that one too. He said it would be the North side of Gore, from Arvest to the high school.

Jones stated he would like to see it go past the high school to go along to Sungate and MacArthur Park to meet up with the new sidewalks off 45th.

Chairman Burk stated he agreed. He stated he does not want grass because then we have to mow it. Also, MacArthur Middle School doesn't have a sidewalk except for at the top of the hill. He stated they stopped at the MacArthur Park entrance for the 45th Street project. He wants to continue that sidewalk up to the middle school, so everything is connected, and the kids don't have to walk in the street.

Jones stated that to put the sidewalks all the way up to the curb, the sidewalk has to be about two feet wider.

Chairman Burk stated that's fine; it's worth every dollar.

Rogalski stated that in some places the sidewalk will be a good 10 feet from the curb.

Chairman Burk said that would be fine. He just doesn't want the City to have to pay someone to mow those areas.

2. New Business

- A. Consider approving the minutes of the June 9, 2021 meeting.

Motion by Sweeny, **Second** by Ezerski, to approve the minutes of the June 9, 2021 meeting. **AYE:** Smith, Sweeney, Symuleski, Burk, Ezerski, McConnell, Wiseman-Vaughan, Jackson-Seeley. **NAY:** None. **ABSTAIN:** Hankins ***Motion Passed.***

- B. Receive a presentation from Neighborhood Services for a request for funding for safety vests and take action as necessary.

Bowen stated they are requesting \$2,991.96 to purchase safety vests for all five code enforcement officers and himself. He stated they find themselves in a lot of weird situations. For example, he was out recently training his new officer and they were out investigating a report of some vagrants. They were met in the alley with a hammer and a machete. He wants to be proactive and get vests before someone gets hurt.

Lynch gave report over research he conducted to support the need for safety vests. Report is available in the City Clerk's office.

Motion by Symuleski, **Second** by Jackson-Seeley, to approve the request for \$2,991.96 for the purchase of safety vests for Neighborhood Services. **AYE:** Sweeney, Symuleski, Burk, Ezerski, Hankins, McConnell, Wiseman-Vaughan, Jackson-Seeley, Smith **NAY:** None ***Motion Passed.***

- C. Accept nominations and choose winners for LETA Yard-of-the-Month for July [Previous winners selected from Ward 4, 5, 6, and 2 winners from Ward 8].

Nominations were discussed and 2 NE Cimarron Road from Ward 2 was selected as the winner for July.

3. Discussion

Chairman Burk stated he would like to go back to Council and ask that the landfill fee be put into a fund and let the City take care of it. That money can only be used to clean up the trash on the road on the way to the landfill. He stated this money would be used better by

another group. He also stated he wants Dennis Totte to look at the landscaping by the airport.

4. Adjournment

There being no further business, the meeting adjourned at 5:15 p.m.