

MINUTES
LAWTON ENHANCEMENT TRUST AUTHORITY
CITY HALL- 3rd FLOOR CONFERENCE ROOM
WEDNESDAY AUGUST 9, 2023– 3:00 P.M.

Chairman Burk called the meeting to order at 3:08 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, Dwight Tanner, Addie Smith*, Barry Ezerski, Ted Symuleski, Mary Ann Hankins**, Charles Owens

ABSENT: Lou McConnell and Katy Jackson-Seeley

OTHERS PRESENT: Susan Schlecht, Finance; Charlotte Brown, LETA Executive Director; Jonathan Jernigan, Neighborhood Services; Mary Grace Pewewardy, Communications and Marketing; Caitlin Gatlin, Communications and Marketing; Kobe Humble, City Clerk's Office; Mitchell Dooley, Parks and Recreation; Jason Poudrier, Arts & Humanities; Jeannette Klein, Children United; John Michael Montgomery, President and CEO of Lawton Fort-Sill Chamber

*entered meeting at 3:09 P.M.

**left meeting at 3:46 P.M.

INTRODUCTION OF GUESTS

None.

1. Reports

***Started with Item G due to Mitchell Dooley having another meeting to attend to.**

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

Dooley updated the Authority that there is pressure testing on the municipal pool scheduled for August 17th to find out what is going on with it. It has been down the entire season with maintenance issues.

Dooley stated that the pressure testing should tell the extent of the issues and what it will take to fix them.

Dooley said that they have been working with Arts & Humanities Director, Jason Poudrier and Councilman, Allen Hampton on to identify historical preservation grants that may be applicable to help restore the pool in the future.

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Dooley mentioned that they are also working on fish stocking for Lake Hellen in advance for the “Police and Kid Fish” which is scheduled for September 9th.

Dooley also mentioned that there are back-to-school events being held within Parks & Recreation. One was held at the Patterson Center and there will be another one at the King Center on August 12th.

Dooley asked the Authority a question regarding the color of shade sails at Elmer Thomas Park. They are working on getting them replaced with fundings that they were unaware of.

Dooley stated that the old shade sails were ripped up by a windstorm and have been removed.

Dooley mentioned that the old shade sails were alternating forest green and red. Dooley is aware that the All-Inclusive Playground will have shade sails and wanted to know if the Authority wanted those to match and if so, what color.

Chairman Burk stated that they should match and using the original colors would be best.

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

Chairman Burk advised that Dennis Totte could not attend the meeting. He had no updates to provide the Authority.

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

Jernigan said his department sent over 691 admin letters to property owners during the month of July 2023 – there were 87 extra general violation letters, and there are over 500 properties that have pending work orders that are being worked on by the three contractors within the department. It takes about seven days to complete 15 properties.

Jernigan said there were 8 D & D properties that were demoed in the month of July 2023. He said there is an additional 10 D & D properties are in progress for August 2023.

Ezerski asked Jernigan if 1507 Dearborn was on the list for D & D.

Jernigan said that he does not have that information on hand, but he will look it up.

Chairman Burk stated that because of the laws is why it is hard to get contractors for mowing these properties. He mentioned that some of the yards in Lawton are 5-6 feet tall. There is special equipment that must be used on these properties.

Chairman Burk said that he has asked many people if they would like to be a contractor. They usually say yes until they see the yards.

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Jernigan stated that Neighborhood Services contract is currently open. He asked the Authority to let him know if there is anyone that might be interested.

Brown mentioned that the city just lost one of their demo contractors. Joe's Backhoe will no longer be doing demolitions after finishing the ones contracted currently. Brown said that the city will be down to two contractors once Joe's Backhoe is finished.

C. Consider approving submitted materials for payment.

Schlecht asked to discuss this item later in the meeting as she brought the wrong materials.

D. Consider approving the monthly Treasurer Report.

Motion by Ezerski, Second by Symuleski, to approve the monthly Treasurer Report. **AYE:** Burk, Owens, Smith, Tanner, Ezerski, Symuleski. **NAY:** None. ***MOTION PASSED.***

E. Receive a report from the Cultural Preservation Committee and take action as deemed necessary.

Poudrier stated that the committee is working on getting things moved into the UHAUL storage unit. The committee is thankful for LETA helping them out in getting the storage unit.

Poudrier said that they are currently boxing the huge plasters up that are upstairs at City Hall. The only thing left is the chandelier and as soon as it is boxed up, all will be preserved and stowed away.

Chairman Burk mentioned that Stephen Newcombe has reached out about an old photograph of City Hall that he has. He is wanting to give it back to the city. Chairman Burk asked for someone from the committee to reach out to him on getting that photograph and preserving it.

MOVED TO ITEM H

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

Brown stated that she has sent out an email to Scott Vaughn to find out the status of the lighting project. Brown said that the Authority asked to create an estimate with just the dome.

Brown explained that she emailed Joe Don Dunham on the Finance Department about the agreement - he has yet to take the resolution to City Council to give the Authority numbers. Brown is unable to do the agreement with the City until she has those numbers.

Chairman Burk mentioned that there is nothing else going on at the moment. The biggest project currently is the lighting project which needs to get stated soon because of the money from the McMahon Foundation.

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Brown stated that Joe Painter in the Engineering Department has been out for several weeks – he is back now, and he is cc'd on the email with Scott Vaughn. Brown said that should be able to tell her the status of the project.

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

Klein stated that the country showcase concert went very well. During intermission, they sold 19 fence pickets which is \$1,900.00 in earnings within 15-20 minutes. Klein mentioned that since then, she has received emails, phone calls and text messages from people wanting to purchase fence pickets.

Klein stated that the concert generated \$5,800.00 in income and there are still inquiries coming in about the fence pickets.

Klein mentioned that they are getting ready for the dance which will take place on October the 21st. There are six dance teams that are waiting for flyers to promote the dancing.

Chairman Burk mentioned that the Lawton Community Theatre would be a great place to ask about helping with selling fence pickets. Klein said that she would reach out to Executive Director, Chance Harmon to ask about helping with selling the fence pickets.

Klein mentioned that they will be promoting the fence pickets at the dance as well. Klein stated that Max Sasseen said the ideal number of fence pickets to sell would be 500. That would cover engraved pickets around the exterior of the fence but there will be another 500 pickets needed for inside. Sasseen said there is nothing that says those can't be engraved as well. Klein mentioned that selling 1,000 pickets would be ideal. That would be \$100,000 in income.

Klein stated that the playground equipment will be coming in fairly quick. Once this happens, the gravel will be put in. The last thing will be the rubber surface which is what the money is being raised for. The playground equipment has already been paid for.

Klein mentioned that children will be children – they will be excited about the new playground equipment being installed when the playground is not ready to be used yet. The biggest concern is how to keep the children safe.

Klein stated that the installation of the equipment may need to be pushed out until the first to mid-October. By this time, we should know how many sponsors which will be a good amount of money. The rest of the earnings will come from the ticket sales which we should be well into that as well. That will give us a better idea of how much money will be needed from the McMahon Foundation.

Chairman Burk mentioned that when the first playground was built, they had a rough time keeping children off the equipment while the playground was still in the process of being finished.

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Chairman Burk agrees that pushing back the installation of equipment is the best way to keep the children safe until the playground is completed.

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

This item was discussed earlier in the meeting.

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

This item was discussed earlier in the meeting.

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

There were no Ward Updates from the Trustees at this time.

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

Gatlin mentioned that Pewewardy has been filling in for her since she has been out of the office.

Pewewardy informed the Authority that there were six nominations for the August Yard of the Month. This is the most nominations received thus far.

Gatlin mentioned that Pewewardy has been doing a phenomenal job running the social media page. Gatlin stated that Pewewardy's last week with the city is this week. Gatlin said that she will be taking over the Yard of the Month again.

Gatlin informed the Authority of her schedule on coming back to work.

Chairman Burk praised the Communications and Marketing Department on their job in taking care of LETA's social media. He is very pleased with how it is going.

G. Business

- A. Consider approving an invoice from Woody Williams Foundation, Inc. in the amount of \$26,312.50 for the Gold Star Family Memorial Monument to be placed in Elmer Thomas Park and take action as deemed necessary.

This item was discussed earlier in the meeting.

Motion by Smith, Second by Ezerski, to approve an invoice from Woody Williams Foundation, Inc. in the amount of \$26,312.50 for the Gold Star Family Memorial Monument to be placed in

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Elmer Thomas Park. **AYE:** Burk, Owens, Smith, Tanner, Ezerski, Symuleski. **NAY:** None. ***MOTION PASSED.***

B. Review Yard of the Month nominations for the month of July 2023, and vote on a winner.

Motion by Tanner, Second by Ezerski, to approve the Yard of the Month winner. **AYE:** Burk, Owens, Smith, Tanner, Ezerski, Symuleski. **NAY:** None. ***MOTION PASSED.***

H. Adjournment

There being no further business, the meeting adjourned at 4:03 p.m.

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